Promoting Action for Disaster Risk Governance and Working to Achieve Preparedness for Risk Reduction through Technical Assistance in Nepal – PARIWARTAN

DRRM LOCALIZATION TRAININGS: PROCESS, RESULTS, LESSONS LEARNED AND WAY FORWARD

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LIST OF ACRONYMS

BHA	Bureau for Humanitarian Assistance
DCC	District Coordination Committee
DAO	District Administrative Office
DPs	Development Partners
DPRP	Disaster Preparedness Response Plan
DRR	Disaster Risk Reduction
DRRM	Disaster Risk Reduction and Management
EPRP	Emergency Preparedness and response Plan
FGD	Focus Group Discussion
HA	Humanitarian Agency
IOM	International Organization for Migration
IP	Implementing Partners
KII	Key Informant Interview
LDCRP	Local Disaster and Climate Risk Plan
LDMC	Local Disaster Management Committee
LwF	Lutheran World Federation
MoFAGA	Ministry of Federal Affairs and General Administration
MoHA	Ministry of Home Affairs
MoIAL	Ministry of Internal Affairs and Law
MuAN	Municipal Association of Nepal
MOMO	Moment of Maximum Opportunity
MoUD	Ministry of Urban Development
NDRRMA	National Disaster Risk Reduction and Management Authority
NSET	National Society for Earthquake Technology
LEOC	Local Emergency Operation Center
NARMIN	National Association of Rural Municipalities in Nepal
NTOT	National Training of Trainers
PAC	Practical Action Consulting
PPPC	Provincial Policy and Planning Commission
PTOT	Provincial Training of Trainers
PRTC	Provincial Research and Training Center
TOT	Training of Trainers
TP	Training Participants
SDG	Sustainable Development Goals
UN	United Nations

SECTION I
Documentation of DRRM Localization Training

1.1 Introduction

The Disaster Risk Reduction and Management (DRRM) localization training is a key component of the project - Promoting Action for Disaster Risk Governance and Working to Achieve Preparedness for Risk Reduction through Technical Assistance in Nepal (PARIWARTAN). The project was led by the International Organization for Migration (IOM) with support from the United States Agency for International Development's Bureau for Humanitarian Assistance (USAID/ BHA Nepal) under the leadership of the Ministry of Federal Affairs and General Administration (MoFAGA). The DRRM localization training programme was a multi-stakeholders initiative: The project advisory committee consisted of MoFAGA, the Ministry of Home Affairs (MoHA), National Disaster Risk Reduction and Management Authority (NDRRMA), the Ministry of Forest and Environment (MoFE), Ministry of Urban Development (MoUD), Municipal Association of Nepal (MuAN) and National Association of Rural Municipalities in Nepal (NARMIN) and provincial governments (MoIAL). The trainings were implemented by a consortium of National Society for Earthquake Technology- Nepal, (NSET), Lutheran World Federation (LWF) and Practical Action Consulting (PAC) with support from trainers (both from government and partners), media persons and in close coordination with local governments . The role and responsibilities were categorically defined and distributed among the above team players and thus were executed in a well-coordinated and harmonized manner.

This is the first time a project activity has been implemented through-out the country in all 753 municipalities at one go. Broad outreach of the DRRM localization training programme demanded meticulous planning, effective communication and detailed logistical management on the ground. Unforeseen challenges and unexpected local level demands owing to the diversity in local levels necessitated the implementing partners, to remain farsighted and proactive and practice adaptive management. In-spite of all the challenges and practical constraints, the training programme was profoundly successful in improving understanding, and imparting pragmatic approaches to DRRM at the local level in Nepal. The scale of the training programme, number of trainers developed, and beneficiaries reached makes this a very special and exceptional programme. This initiative thus offers significant lessons, which must dug out and documented for the benefit of partners and stakeholders wishing to implement similar activities in the future. This comprehensive study is precisely geared at this direction and captures robust lessons learned study from the DRRM training component of the project.

1.2 Rationale

Country-wide outreach and collaboration with wide range of stakeholder make this DRRM localization training programme a unique initiative . Documentation of the overarching experience of and lessons from this initiative has a strong potential to educate and support state and non-state actors working in DRRM as a whole. This study also allows to understand the process led gaps and weaknesses and how they influence the progress and management of the work on the ground. At the same time, the inventory of the initial success and results and lessons learned out of this initiative directly contributes to the future direction, outlining some concrete suggestions and recommendations towards building contextual knowledge and capacities and their application in DRRM by the local municipalities in Nepal. This exercise is also aimed at digging the roles and perspectives of different players engaged at different stages of this training programme. The study is expected to help to better plan and execute similar activities of country-wide scale in the future for donors, national and local governments as well as development partners and stakeholders working in DRRM.

1.3 Key Objectives

The Principal Objective of the DRRM localization trainings was to enhance the understanding of the elected representatives and officials of the local governments and build their capacities to contribute to the development, drafting and/or revision of local DRRM Acts and/or strategic plans responsive to the local contexts.

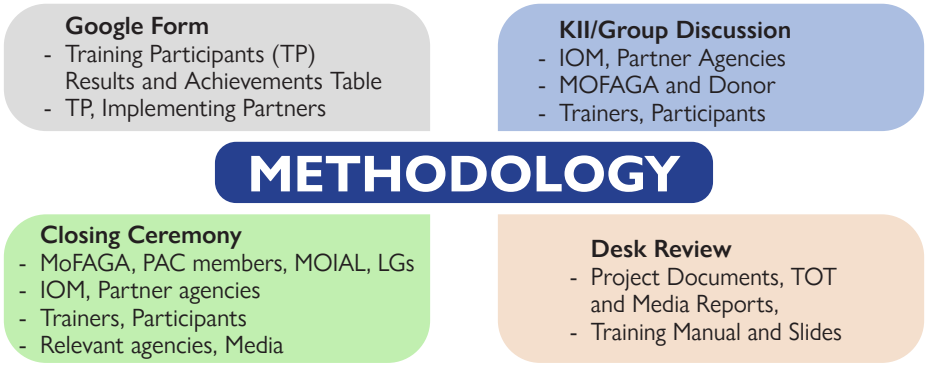
The key objectives of this lessons learned study are as follows:

- To understand the overall context of PARIWARTAN Project with a focus on DRRM localization training programme implemented in all 753 local governments in Nepal.
- To review, analyze and discuss the concept, process, partnership modality as well as challenges and limitations of implementing the DRRM Localization Training programme in all 753 local governments of Nepal.
- To explore initial results of the training programme, document lessons learned and suggest a way-forward by engaging all key partners and stakeholders of this initiative.
- To publish and share 'Lessons Learned Study' with donors, implementing agencies, and national, provincial and local governments as well as relevant partners and stakeholders of this initiative.

1.4 Methodology

The lessons learned study was conducted following a scientific and systematic method as described below. A mix of method was applied whereby both the primary and secondary data were collected using multiple tools and sources. The secondary data was reviewed and analyzed using desk-top method: project documents, TOT reports, training manual and slides, relevant brochures, leaflets and reports produced by the project team at different stages of the project implementation process were reviewed. At the same time, news/ covered by the local media were also reviewed and analyzed to understand the views and perceptions of the local level partners and stakeholders of this programme. Multiple tools and sources were used for primary data collection:

- Documentation of experience and views of training participants from all seven provinces and local governments using Google forms.
- Collection of information related to local level initiatives post training in a table format with the support from implementing partners.
- Observation of 'Project Closing Ceremony' and note-taking to understand the opinion and insights of multiple agencies and stakeholders like; MoFAGA, MOIAL, IOM, implementing partners, government and implementing partners' trainers, training participants, local media and others.
- Key informant interview with MoFAGA, USAID, trainers and training participants at provincial level project closing ceremony.
- Focus group discussion with implementing partners and their trainers, provincial coordinators, IOM project team and others.



Project Completion and Lessons Learned Sharing Event

Both the closing ceremony and discussions with the implementing partners were very rigorous and insightful and hence provided a good stock of their experiences and feedback linked to DRRM localization training on the ground. Two different sets of questionnaires were developed to collect the information using google form and from other multiple sources as shown in the above figure. The information collected from both the primary and secondary sources were carefully reviewed and analyzed to better understand the project concept and process; training success and results; opportunities, challenges and limitations; and also, lessons learned from the training programme. The output of the lessons learned study is presented into two forms: two-pager leaflet and a full report with relevant annexes. The information received using google form and table to record the training impact and successes and results were carefully screened, analyzed and therefore insightful inferences were drawn and reported accordingly. The reporting format used in both the cases were developed and shared with the project team before they were finalized and used for the targeted purpose. A brief of the study in a two-pager leaflet format was also developed for wider dissemination.

1.5 Scope and Limitations

Though all the components of PARIWARTAN project were interlinked and complimented one another, lessons learned study focused exclusively on the DRRM localization training component only. The study is successful in capturing the views, opinion and suggestions of the multiple partners and stakeholders who were important members of the planning and implementing team of this training initiative. The total available time (three weeks) to accomplish this task was a major limitation, which was overcome by smart planning and appropriate management of the available time.

DRM focal person from Karnali Province sharing his experience on the localization training during the closing event

SECTION II

DRRM Localization Training: Process, Results, Lessons Learned and Way Forward

2.1 Project Brief

The project "Promoting Action for Disaster Risk Governance and Working to Achieve Preparedness for Risk Reduction through Technical Assistance in Nepal" (PARIWARTAN), funded by United States Agency for International Development Bureau for Humanitarian Assistance (USAID/BHA), was designed to build upon the activities carried out by IOM through its first phase disaster risk reduction and management (DRRM) initiative that contributed to the Government of Nepal's effort in implementing the Disaster Risk Reduction and Management Act 2017. The main objective of PARIWARTAN Project was to contribute to improved federal, provincial, and local DRRM legislative and regulatory framework to ultimately build a resilient community.

One of the principal components of the Project is capacity building of local governments on DRRM. The PARIWARTAN Project reached out to 702 of the total 753 local governments through DRRM localization trainings based on the Disaster Risk Management Localization Manual which was developed under the leadership of the Ministry of Federal Affairs and General Administration (MoFAGA) and formally endorsed on 1 December 2020. The remaining 51 local governments were covered by other DRRM capacity building initiatives managed by IOM and/or projects on DRRM namely TAYAR and BHAKARI, funded by USAID.

The objective of the DRRM localization trainings was to enhance the understanding of elected representatives and officials of local governments and build their capacity to contribute in the development, drafting and/or revision of local DRRM Acts and/or strategic action plans responsive to the local contexts.

2.2 Process

IOM developed the Disaster Risk Management Localization Manual based on the findings of a 'needs and capacity assessment' study conducted in 2018 and 2019 in 20 selected municipalities across all seven provinces. The study highlighted the current DRRM scenario at the local level as the 'moment of maximum opportunity' (MOMO) for building the capacity of elected municipal leaders and staff to design and implement robust DRRM policies and plans and to further contribute to the localization of the DRRM Act and activities at the provincial and local levels.

Based on the study findings, a draft training module was developed in coordination with MoFAGA as well as the Ministry of Home Affairs (MoHA) and Ministry of Urban Development (MoUD). The module was tested by conducting pilot DRRM capacity building trainings in 20 selected municipalities by IOM. Suggestions received from different agencies and feedback received during trainings were addressed in the training manual.

The DRRM Localization Training was implemented as a movement rather than a component of a project. The process started with the building of a strong team, which served as the backbone of the whole initiative. From March 11

to 15, 2020, a five-day long national-level training of trainers (NToT) was conducted to 21 selected participants (6 women, 15 men) in Kathmandu. Following the NToT, 14 participants (4 women, 10 men) were selected based on their performance to be engaged with IOM as master trainers in rolling out the provincial ToTs (PToTs) across all seven provinces. A refresher training was conducted in February 2021 as the training schedules had to be halted because of the COVID-19 pandemic.

The 14 master trainers rolled out a total of 19 four-day long PToTs across all seven provinces to develop government master trainers. Government officers from various local governments, provincial ministries, District Coordination Committees (DCCs) and District Administration Offices (DAOs) participated in the provincial ToTs. The PToTs produced a total of 349 skilled provincial trainers (45 women, 304 men) including 47 participants from provincial governments, 102 from district offices and 200 from local governments.

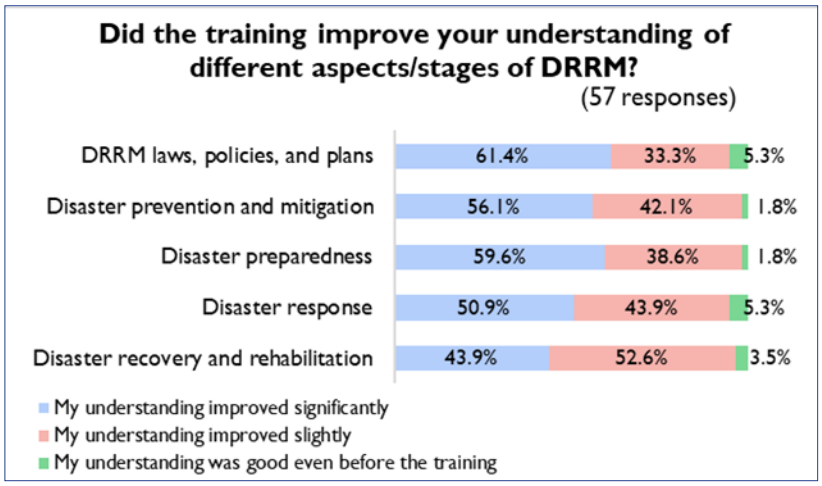
The localization training event was launched on June 17, 2022. For the delivery of local-level trainings, the PARIWARTAN Project partnered with a consortium of NSET, PAC and LWF Nepal. The partner organizations divided provinces to cover, based on their institutional presence, experience, strength and network. The Project also coordinated with MuAN and NARMIN for smooth conduction of trainings.

For the facilitation of each local-level training, a provincial master trainer was paired with a DRRM trainer from the partner consortium. The partner consortium selected DRRM trainers through a single vacancy call with priority given to local candidates and young candidates with passion and motivation. Province-wise eligible candidates were shortlisted. Part-time trainers were also onboarded as a part of human resource management. Before the rolling out of trainings, a communication protocol was developed to coordinate with MoFAGA, local governments and other stakeholders. Some innovative approaches were also adopted such as printing out posters to be used as training materials in case of interruptions in electric supply at the training sites, relocation of trainers to another site as needed, and remobilization of trainers as provincial coordinator when an existing coordinator resigned.

Each training covered 16 sessions, focusing on different aspects/dimensions of DRRM including the roles and responsibilities of local governments, DRRM legislative framework, and collaboration among the three tiers of governments. The training sessions were conducted in a very participatory and consultative environment leading to an intense and comprehensive discussions on local level DRRM issues, challenges and solutions. At the end of the training, each local government prepared an action plan addressing gaps and challenges identified during the training. Besides, each province also held closing ceremony of the PAIWARTAN project which was actively attended by the different group of participants like IOM, donors and consortium partners, representatives of MoFAGA, provincial and local governments, trainers and training participants, media persons, DRR focal persons, UN and other development partners. The participants provided valuable suggestions and recommendations particularly regarding follow-up activities based on their association, engagement and experience with the project. This event helped the team to close the project on a good note.

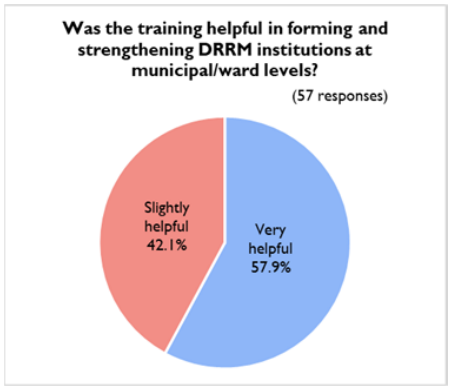
2.3 Training Success and Results

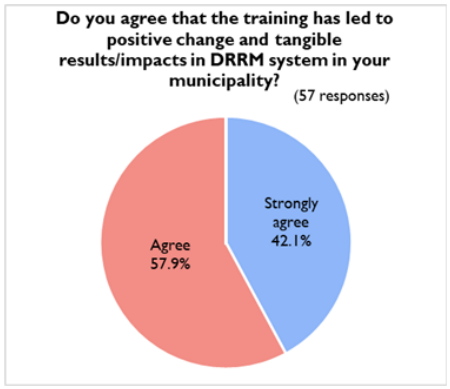
A survey was conducted in January 2023 to assess the immediate impact of the trainings on the participants' understanding of DRRM and the application of knowledge and skills gained during the trainings. A set of 10 questions were used (refer to Annex A). A total of 57 participants (government officers) took part in the survey. Results show that over 90 per cent of the participants agreed that the training improved their understanding of different aspects/stages of

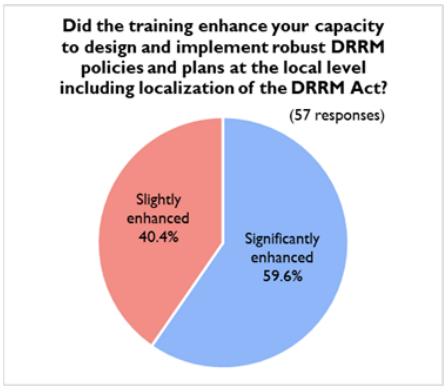


DRRM with significant improvement in the understanding of DRRM legal framework and disaster preparedness. Such improvement in DRRM understanding among government policymakers testifies trainings' success towards better localization of DRRM laws and policies at the local level.

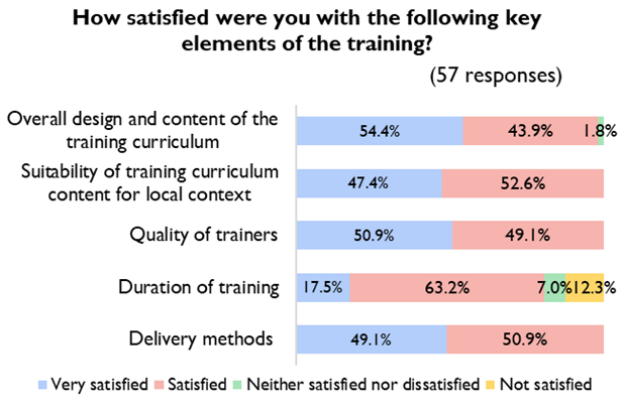
Likewise, there was a consensus among the respondents that the training enhanced their knowledge and capacity to design and implement robust DRRM policies and plans at the local level including localization of the DRRM Act. Around 60 per cent of the respondents replied that there is significant enhancement in their capacity to do so. While all the respondents agreed that the training helped them in forming and strengthening DRRM institutions at the local level, about 58 per cent of the respondents found the training to be very helpful in this regard. Likewise, cent per cent of the respondents agreed (42 percent agreed strongly) that the training has led to positive change and tangible results in DRRM system at the local level.

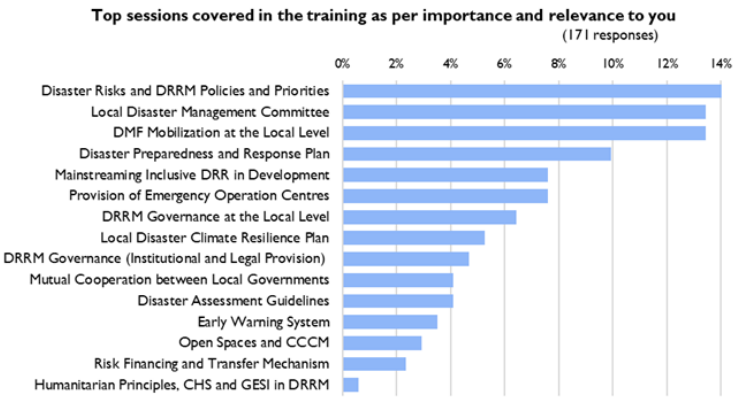






In terms of training elements, around 98 per cent of the participants replied that they were satisfied with the overall design and content of the training curriculum, its suitability regarding local context, quality of trainers and delivery methods. More than 12 per cent of the participants replied that the training period was short for the amount of material covered. Likewise, many participants also suggested having residential trainings rather than using municipal office venue for training to avoid disturbances from the general public.





Among 15 sessions out of the total 16 sessions covered during the training (with the last session being a groupwork), most participants found sessions on disaster risks and DRRM policies and priorities to be most important and relevant, followed closely by sessions on Local Disaster Management Committee and Disaster DMF mobilization at the local level.

Although it is still too early to see the impacts of the trainings, many local governments have already started to act on their action plans with some tangible and promising results (refer to Annex D).

Some key results include:

The trainings succeeded in bringing all the local governments on the same page in view of their understanding of local level DRRM context and follow-up decisions and actions

- Majority of municipalities/rural municipalities prepared and/or revisited local level disaster risk management plans and programme (Disaster Preparedness and Response Plan (DPRP), Emergency Preparedness and Response Plan (EPRP) and Local Disaster and Climate Resilience Plan (LDCRP).
- Local Disaster Management Committee (LDMC) was reformed and its meetings regularized in most municipalities/rural municipalities.

Sound understanding among consortium partners led to successful completion of DRRM Localization Training on time.

The team members were:

- positive, cooperative and motivated
- prompt, solution and result oriented
- worked in a team spirit, shared responsibilities
- effective coordination and collaboration
- practiced adaptive management

- Ward-level DRRM plan developed and put into implementation in most municipalities/rural municipalities.
- Arjundhara, Kankai, Gauradaha, Dhanpalthan, Jahada, Katahari Lo-Ghekar Damodarkunda Rural Municipality, Thasang Rural Municipality, Waragung Muktikhsetra Rural Municipality, Lomanthang Rural Municipality, Narpa Bhumi Rural Municipality, Manang Ingshyang Rural Municipality and Letang allocated dedicated budget and some municipalities/rural municipalities such as Gurans also added additional budget to fund local level DRRM initiatives.
- Most municipalities/rural municipalities prioritized disaster preparedness and risk mitigation activities.
- Some municipalities/rural municipalities such as Bheriganga improved disaster response and relief distribution in recent disaster events.
- Ward-level DRRM committees were formed in most municipalities/rural municipalities while in some cases they are further activated and also reformed.
- Local-level multi-stakeholders DRRM committee were formed.
- Follow-up trainings were conducted covering different dimensions of DRRM
- Many municipalities/rural municipalities including Bheriganga, Lekhabesi and Rapti Sonari increased investment in local level DRRM activities like research and rescue, relief and response, warehouse management, LEOC, local DRRM plans and others.
- Role and function of local level Disaster Management Fund was strengthened in many municipalities/rural municipalities including Gurans, Shivaraj and Butwal, while dedicated Emergency Fund Mobilization Guideline was developed in some municipalities/rural municipalities such as Dogagakedar, Patan, Marma and Sailyashikhar.
- Some municipalities/rural municipalities introduced innovative programme. For instance, Malarani Rural Municipality executed integration of DRRM issues in local level school curriculum. Sandhikharka Municipality improved private sector engagement in fire risk management targeted to local level hotels, restaurants and shops.

2.4 Opportunities, Challenges and Limitations

Opportunities

- Powerful backing and endorsement of MOFAGA and proactive engagement of provincial and local governments helped built ownership and collaboration on DRRM among all tiers of government.
- Improved knowledge and understanding of DRRM among the majority of local governments contributed towards absorption of training materials and helped motivate other local governments.
- There was new leadership and genuine enthusiasm at the local level.
- Local government participants had strong appetite and willingness to learn and apply DRRM knowledge and skills in their local contexts.
- Many local governments were already committed to prioritize and allocate dedicated fund to address local level needs and gaps in DRRM.
- The PARIWARTAN Project components complemented and benefited DRRM Localization Training programme.
- Young, motivated and skilled trainers were engaged to implement Localization training programme.
- Pairing of trainers (from government and partners' agencies) offered significant advantage and helped to bring views of both government and development partners on one platform.

Challenges

- Human resource mobilization and communication and logistics management were challenging given the scale of programme, difficult terrain, harsh weathers, and remoteness and poor accessibility regarding many municipalities and rural municipalities.
- The programme had limited resources, which restricted operational flexibilities.
- There was high level of diversity (knowledge, capacity, priorities and working environment) among local governments: some government officers had attended several DRRM trainings whereas some elected representatives had difficulties reading and writing and were less aware about the concepts of DRRM.
- Total number of participants attending training significantly varied among partner municipalities.
- Coordination among three tiers of governments and also between the municipal staff and local level elected representatives was challenging.
- DRRM was still not in priority for all local governments.
- Some local government still suffered from old, response centric mindset and resistance to reform.
- Many local governments had limited knowledge and awareness at the local level – for them, this was the first dedicated training on DRRM.

Limitations

- The training programme was conducted with limited resources and short implementation period (85 working days) due to COVID-19, general elections and festivals.
- Agenda like Sustainable Development Goals (SDG), climate change adaptation and resilience building were not adequately addressed in the training curriculum.
- For many participants, the two-days training course content was heavy and intense while for some it was technical.
- Due to resource constraints, residential trainings could not be conducted. Trainings were conducted in municipal office buildings or halls, where there were constant disturbances, particularly for the local government participants, from the public service seekers.
- Trainers with core technical knowledge were limited in number.

2.5 Lessons Learned

By reaching out to all local governments at the same time with the same training resources, the Project was able to bring all local governments on the same page regarding their understanding of DRRM including their constitutional roles and responsibilities. Localization trainings proved instrumental in motivating local governments to formulate DRRM plans and policies and take necessary decisions and actions for implementation.

> 'Local governments did a commendable job in managing the Covid-19 crisis despite limited resources and experience. There is no reason why they cannot take leadership in the overall DRRM. Support from federal and provincial governments can go a long way in building local governments' capacity'
>
> - A Representative from MoHC, Madhesh Province

For more effective delivery of trainings of this nature, the Project experience shows that it is important to have robust human resource and logistic plans, choose timings wisely to minimize disturbances stemming from festivals and unfavorable weather, devise better accessibility plans for remote locations, and adopt more flexible schedules allowing for uncertainties such as pandemics, and select trainers who are qualified, knowledgeable about local contexts and are motivated. The selection process of trainers for TOT should be further rationalized to minimize the dropouts and their availability on time. It is also important to match training content with training period and training participants and to ensure a quiet and undisturbed learning environment such as by conducting residential trainings. The training period could be more optimally utilized so that the participants could spend enough time on preparing action plan. Pre- and post-training evaluation helped in accessing effectiveness, but follow-up assessment would be necessary to measure the outcome-level results of the trainings.

MoFAGA's leadership was instrumental in the success of the training programs. The trainings have opened a window of opportunities for future collaboration, coordination and cooperation among the three tiers of government to work in the DRRM sector. Such opportunities need to be seized on time.

2.6 Way Forward

The DRRM Localization training programme was successful in creating a firm foundation of DRRM at the local level in Nepal. As a result, the desire and aspiration of local governments to do better with their responsibilities in DRRM has increased. As a result, many new initiatives have begun, and many new demands are put forward. It is widely expected that this initiative will be given continuity in some form to capitalize the improved interest and capacity of local governments and therefore support in implementing their action plan leading to making local development risk sensitive and disaster friendly. There is a risk of progress fading away with time if the existing momentum is not retained.

> 'PARIWARTAN Project may end but disasters will not cease to exist. A follow-up programme is needed to build on the project achievements; otherwise, we may find ourselves at square one.....'
>
> - A Government trainer at PARIWARTAN project closing and lessons learned sharing event in Madhesh Province.

The trainers developed and used by this initiative are the biggest asset provided they are further groomed (with refresher courses and/or advanced and specialized training) and appropriately mobilized. The roster of trainers and its sharing with relevant agencies is a significant effort in this direction. At the same time, the training manual must be revisited and improvised for making it more contemporary, robust and responsive to local contexts. The agencies working in DRRM must be encouraged to use the training manual and the qualified trainers and also invest in building their career in training field. A new project could be conceived supporting provincial governments (PPPC or PRTC) to institutionalize DRRM training and invest in building the capacity of local governments and local agencies as and when required. This initiative will also strengthen the connect between the provincial and local governments and promote more localized solutions and better administration of inter-municipal challenges of DRRM.

ANNEX A
Interview Questions (Google Form)

1. Do you agree that the training improved your understanding of different aspects/stages of disaster risk reduction and management (DRRM) ?

Aspects/Stages of DRRM	My understanding improved significantly	My understanding improved slightly	My understanding did not improve at all	My understanding was good even before the training
DRRM laws, policies, and plans	( )	( )	( )	( )
Disaster prevention and mitigation	( )	( )	( )	( )
Disaster preparedness	( )	( )	( )	( )
Disaster response	( )	( )	( )	( )
Disaster recovery and rehabilitation	( )	( )	( )	( )

2. Please select top 3 chapters/sessions covered in the training, which you feel the most important and relevant to you.

3. Did the training enhance your capacity to design and implement robust DRRM policies and plans at the local level including localization of the DRRM Act?

   ( ) Significantly enhanced ( ) Slightly enhanced ( ) Not enhanced

4. Was the training helpful in forming and strengthening DRRM institutions at municipal/ward levels?

   ( ) Very helpful ( ) Slightly helpful ( ) Not helpful

5. How do you judge the following key elements of the training?

Key Training Elements	Very satisfied	Satisfied	Neither satisfied nor dissatisfied	Not satisfied
Overall design and content of the training curriculum	( )	( )	( )	( )
Suitability of training curriculum content for local context	( )	( )	( )	( )
Quality of trainers	( )	( )	( )	( )
Duration of training	( )	( )	( )	( )
Delivery methods (participatory, interactive, consultative, hand-outs, use of local language and local examples)	( )	( )	( )	( )

6. Do you agree that the training has led to positive change and tangible results/impacts (including new initiatives and increase in investment in DRR) in DRRM system in your municipality?

   ( ) Strongly agree ( ) Agree ( ) Neither agree nor disagree ( ) Disagree ( ) Strongly disagree

7. What are three key takeaways from the training?

8. What bottlenecks or challenges did you face while participating in the training and later applying the knowledge and skills in the practical field?

9. What suggestions and recommendations you would like to provide for making similar initiative more targeted, effective and result oriented?

10. Do you want to have a refresher training in the future?

    ( ) Yes ( ) Don't know ( ) No

ANNEX B

Guiding Questions for Implementing Partners

1. What is your general opinion about the IOM led DRRM Localization Training initiative and its effectiveness in the field? How do you understand the goal and objective of this initiative?
2. How do you like to comment on the overall process adopted by this initiative? Please provide some insights and lessons: strength, gaps and opportunities, (TOT at different levels, scheduling and travel, logistics, teaming, performance of trainers).
3. How do you see the role of MOFAGA and other national level institutions in rolling out this training programme in the field?
4. What are the key features of this initiative that helped to roll-out the training programme in 702 municipalities in a short period of six months?
5. Explain in detail how you were (your organization) associated with DRRM Localization Training initiative? Please specify the stages you were involved and the roles played at different stages of the training process?
6. What is your experience and feedback in view of your roles and responsibilities in implementing this initiative-

   - What different could have been done to be more effective in your role

7. What is your comments and feedback on –

   - TOT – NTOT and PTOT and training of your own trainers
   - contents of training manual (how updated including COVID experience)
   - duration of training (right dose, able to digest.....)
   - idea of pairing of trainers and benefit of having local trainers
   - composition of participants (number, inclusiveness, multi-stakeholders and multi-sectoral)
   - participants' appetite to learn and apply (interest, motivation, participation)
   - delivery methods (participatory, interactive, consultative, handouts, use of local language and local examples)
   - feedback received through post training evaluation

8. How easy it was to adapt the 'master training manual' in view of high level of diversity among the municipalities in Nepal. Please share your experience....
9. Did you face any barriers or challenges in implementing the DRRM Localization Training and how did you manage the same?
10. What are your suggestions in view better implementation of this initiative as envisioned? Do you suggest any specific preparedness before launching or rolling out similar initiative in the field.
11. How confident you are to say that the DRRM Localization Training will lead to positive change and tangible results/ impacts (including increase in investment in DRR) in DRRM system in Nepal. Please highlight few specific areas with examples where possible.
12. Give us some thoughts on how to make such initiative durable and sustainable.

ANNEX C

Guiding Questions for Municipal Level Training Participants

1. What is your general opinion about the IOM led DRRM Localization Training initiative and its effectiveness in the field? How do you understand the goal and objective of this initiative?

2. How do you like to comment on the overall planning and management of DRRM Localization Training conducted in your municipality. Please provide your comments and feedback on following elements of the training with examples-

   - Quality of trainers (subject knowledge, delivery approach)

   - contents of training manual (how practical and pragmatic, how well contextualized and adapted to local context)

   - duration of training (right dose, able to digest, not in rush.....)

   - idea of pairing of trainers and benefit of having local trainers

   - composition of participants (number, inclusiveness, multi-stakeholders and multi-sectoral)

   - participants' appetite to learn and apply (interest, motivation, participation)

   - delivery methods (participatory, interactive, consultative, handouts, use of local language and local examples)

   - overall comments and feedback

3. Do you agree that the DRRM Localization Training has provided a wholesome understanding (different components) of DRRM in Nepal and more particularly the overall role and responsibility of municipalities and expectation of local citizens in DRRM (raised capacity).

4. Do you agree that the DRRM Localization Training has led to positive change and tangible results/impacts (including new initiatives and increase in investment in DRR) in DRRM system in your municipality. Please highlight few specific areas with examples where possible.

5. Did you face any bottlenecks or challenges while participating in the training and later applying the knowledge and skills in the practical field.

6. What suggestions and recommendations you would like to provide for making similar initiative more targeted, effective and result oriented?

7. Give us some thoughts on how to make such initiative durable and sustainable.

ANNEX D

Post- DRRM Localization Training Initiatives

PROVINCE - MUNICIPALITY / RURAL MUNICIPALITY	LOCAL INITIATIVES
KARNALI PROVINCE	
Bheriganga Municipality	• Existing DRRM policy and plan reviewed; Draft DPRP prepared; Ward-level DRM committees in all wards formed • Relief and rescue materials purchased and stored; Relief and response to recent flood disaster affecting 100 households managed systematically; Advisory team consisting of former mayor, social activists, media persons and development partners' representatives
Lekhabesi Municipality	• DPRP updated; Ward-level DRM committees formed in all wards and regular meetings conducted • DRM Committee meeting organized; Rescue and response training for youth conducted; Relief and rescue materials purchased and stored
Saniveri Rural Municipality	• DPRP developed and approved by the Executive Council (publication in gazette pending) • Ward-level DRM committees formed in all wards with action plans • An action plan developed to repair and maintain water and irrigation systems damaged by recent flood and landslide
Mugam Karmarongm Rural Municipality	• DRM Committee meeting organized; Review of existing DRRM plan and policy initiated; • Action plan developed; Ward-level DRM committees formed
Gurans Rural Municipality	• DRM Committee meeting organized; Amount added to Disaster Risk Management Fund; Ward-level DRM committees formed in all wards • Existing DRRM plan and policy reviewed; Action plan developed with assignment of responsibility
LUMBINI PROVINCE	
Banganga Municipality	• Consensus on the enhancement of ward-level DRM committees built; Disaster preparedness prioritised
Shivaraj Municiplity	• DRR Fund Mobilisation Policy prepared and approved by Municipal Assembly
Chhatradev Rural Municipalit	• Meeting with DRRM stakeholders conducted on regular basis • Ownership of maintaining all ambulance services taken by the Rural Municipality
Malarani Rural Municipality	• Active participation of LDRMC in DRRM activities achieved; DRRM integrated in local school curriculum • Coordination with Red Cross for the preparation of LDCRP/DPRP ensured
Sandhikharka Municipality	• Decision to keep fire extinguisher in all hotels and shops made
Sitganga Municipality	• Action plan prepared for presentation at the Municipal Assembly; DRRM plan and policy revised • Consensus on the preparation of LDCRP achieved.
Butwal Sub-metropolitan City	• Ward committee meetings held for the management of DRRM fund at local level

Janaki Rural Municipality	• DRRM plan and policy revised; Community awareness activities conducted
Rapti Sonari Rural Municipality	• Relief and rescue materials and equipment purchased
Nepalganj Sub-metropoliton City	• Emergency centre established
PROVINCE 1	
Sangurigadhi Rural Municipality	• Decision for the DPRP preparation made
Arjundhara Municipality	• Budget allocated for the DPRP preparation
Kankai Municipality	• Budget allocated for the DPRP preparation
Gauradaha Municipality	• Budget allocated for the DPRP preparation
Gaurigunj Rural Municipality	• LDCRP updated
Dhanpalthan Rural Municipality	• Budget allocated for the DPRP update and LEOC formation
Jahada Rural Municipality	• Budget allocated for the LDCRP preparation
Kanepokhari Rural Municipality	• Decision for the DPRP preparation made
Katahari Rural Municipality	• Budget allocated for the LDCRP preparation
Letang Municipality	• Budget allocated for the LDCRP preparation
Sunbarshi Rural Municipality	• Decision for the DPRP preparation made
Dewangunj Rural Municipality	• Decision for the LEOC establishment made
Gadhi Rural Municipality	• Decision for the LEOC establishment made
SUDURPASCHIM PROVINCE	
Dogagakedar Rural Municipality	• Emergency Fund Mobilization Guideline prepared; Search and rescue material purchased • Ward-level DRRM committees reformed
Patan Municipality	• DRRM Fund Mobilization Guideline prepared; Municipal-level DRRM committee reformed
Api Himal Rural Municipality	• LDCRP prepared; Ward-level DRRM committees reformed
Marma Rural Municipality	• Ward-level DRRM committees reformed; Emergency Fund Operation Guideline revised
Sailyashikhar Municipality	• DRRM Fund Mobilization Guideline revised • Relief distribution standard prepared • Ward-level DRRM committees reformed
GANDAKI PROVINCE	
Gharapjong Rural municipality	• Revisited existing LDMC, formed Ward-level DRM committees in all wards • Prepared Local emergency operation centre building • Purchased local emergency operation centre equipment • Prepared hazard mapping at the municipal level • Relief and rescue materials purchased and stored
Manang Disyang Rural Municipality	• Revisited existing LDMC • Allocated DRM fund, formed ward-level DRM committees in ward level

Bandipur Rural municipality	• Revisited existing LDMC • Going to revisit local disaster preparedness and response plan
Kwalosotar Rural municipality	• Revisited existing LDMC, formed Ward-level DRM committees in all wards formed • Operated Local emergency operation centre • Purchased local emergency operation centre equipment and installation • Prepared hazard mapping of each ward level • Revisited ward level local disaster and climate resilient plan (LDCRP) consultation meeting in ward number 1, 2 and 4
Gharapjong Rural municipality	• The existing LDMC revisited, formed Ward-level DRM committees in all wards formed • Prepared Local emergency operation centre building and purchased equipment • Prepared hazard mapping at the municipal level • Relief and rescue materials purchased and stored
BAGMATI PROVINCE	
Melamchi Municipality	• Municipal emergency operation centre inaugurated • Search and rescue materials purchase and storage
Kalika Municipality	• Coordination with federal ministry sought through letter for the establishment of municipal emergency operation centre • Search and rescue materials purchase and storage
Chandragiri Municipality	• Standard Operating Procedure drafted for the operation of municipal emergency operation centre • Decision made for budget allocation and implementation of local DRRM action plan
Mahalaxmi Municipality	• Ward-level DRRM committees reformed • Search and rescue materials listing to be provided to ward committees
Konjyosom Rural Municipality	• Risk sensitive land use planning completed per the local DRRM action plan • Search and rescue materials purchase and storage
MADHESH PROVINCE	
Kamala Municipality	• Disaster Management Fund Guideline Developed • Ward level disaster management committee formed • Standard operating procedure for LEOC prepared
Thhori Rural Municipality	• Ward level disaster management committee formed • Disaster Management Fund Guideline Developed • Greater allocation of budget in emergency management fund
Tilathi Koiladi Rural Municipality	• Prepositioning of search and rescue materials • Decision to form Ward level disaster management committee • Collaboration with two other municipalities (Rajbiraj and Rupani) and development partners to create a basket fund for maintenance of early warning system at Khando River.
Chandrapur Municipality	• Disaster management committee reformed

Group work where participants are sketching resource mapping

Participants during the informal discussion at the local level training

Local level training in progress

Group photo taken during the project closing event amidst all engaged stakeholders

Participants filling out pre-post training evaluation

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