

**COURSE REPORT OF REFRESHER TRAINING PROGRAMME  
OF SUPERVISORS,  
BATCH NO. 03  
UNDER INTEGRATED CHILD DEVELOPMENT SERVICE  
SCHEME,  
DEPARTMENT OF SOCIAL WELFARE, GOVT. OF ASSAM  
CONDUCTED BY- MIDDLE LEVEL TRAINING CENTRE  
RUN BY- SADAU ASOM GRAMYA PUTHIBHARAL SANTHA,  
NAGAON (ASSAM)**

**MIDDLE LEVEL TRAINING CENTRE  
REFRESHER TRAINING OF SUPERVISORS**



**SITTING ROW (FROM LEFT) - MUSTAFA KAMAL, SAGARIKA BORAH (PRINCIPAL MLTC),  
SANGEETA BORTHAKUR (DSWO NAGAON), SRI BALLADEV SHARMA (GN. SECTY SAGPS),  
GAUTAM BORDOLOI**

**STANDING ROW - ALL THE SUPERVISORS**

**SUBMITTED TO - DIRECTOR OF SOCIAL WELFARE  
GOVT. OF ASSAM  
UZAN BAZAR, GUWAHATI-1**

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**Sadau Asom Gramya Puthibharal Santha**  
**MIDDLE LEVEL TRAINING CENTRE, NAGAON**

COURSE REPORT :- Refresher Training Programme of Supervisors

Batch No. : 3<sup>rd</sup>

Name of the training Centre :- Middle Level Training Centre,

Run by: Sadau Asom Gramya Puthibharal  
Santha, Nagaon.

Name of the training programme with date :- Refresher Training Programme of Supervisors  
w.e.f- 16.11.15 to 20.11.15

### **1. Introduction**

Integrated child development services (ICDS) was formulated by the Government of India in 1975, as a comprehensive child survival and development programme for children under the age of 6 yrs. It is the foremost symbol of our Nation's commitment to the millions young Indians living in conditions of poverty and different forms of deprivation. ICDS contributes not only to the achievement of Women and Child goals related to health, nutrition and early child development, but also to other primary health care goals and the goals of universal elementary education, as enunciated in the National Plan of Action for Children, 1992. The challenges before us is promotion and fulfillment of the rights of the children especially the girl to early care for survival, development, protection and participation. The programme provides an integrated approach for converging basics services for improved child care-to ensure the healthy psychological, physical and social development of children. The programme's objectives, set in this direction, include:-

- 1) To improve health and nutritional status of child below six years.
- 2) To lay the foundation for proper physical, social and psychological development of the child.
- 3) To reduce the incidents of Malnutrition, Morbidity, Mortality and School drop out.
- 4) To achieve effective co-ordination of policy and implementation amongst the various department to promote child development.
- 5) To enhance the capability of the mother to look after the normal health and nutritional need of the child through nutrition and health education.

#### **Services provided by ICDS includes-**

- 1) Non-formal pre-school education.
- 2) Supplementary Nutrition
- 3) Immunization.
- 4) Referral services.
- 5) Health check up.
- 6) Health and nutrition education.

Supervisors of ICDS are the Middle Level functionaries who provides link between CDPOs and other grass root level workers. They are also responsible for upgrading the knowledge and skills of Anganwadi Workers, identifying beneficiaries and ensuring supply of food to centre and flow of health services, monitoring of the programme and reporting to the CDPOs. They also ensure convergence of services by networking with other government departments and voluntary organizations.

Training of ICDS functionaries is regarded as one of the most vital component of ICDS programme and is acknowledge as the key factor in successfully implementation of the programme. Thus extensive programmes of training for all categories of functionaries of ICDS are being organized right from launching of the scheme. The Supervisors, who are the Middle Level functionaries of the scheme are imparted Job Training by the Middle Level Training Centers (MLTCs) in their own states. However, Middle Level Training Centre, run by Sadau Asom Gramya Santha, Nagaon completed 52 batch Job Training programme for Supervisors.

**MLTC Nagaon, run by Sadau Asom Gramya Puthibharal Santha has organized the 3<sup>rd</sup> batch of Refresher Training for supervisors w.e.f 16.11.15 to 20.11.15.**

## **2. Objectives :**

The Course was organized with the following objectives:

1. Assess training needs of Supervisors.
2. Provide a forum for sharing experiences in implementing ICDS programme.
3. Appraise Supervisors of recent developments & trends in ICDS programme.
4. Update their knowledge in the area of Early Childhood care and development including Nutrition, education and health care.
5. Sharpen communication, supervisory and training skills of Supervisors.

## **3. COURSE CONTENTS :**

The course was conducted as per the revised syllabus of Refresher Training Course for Supervisors under UDISHA prepared by NIPCCD, New Delhi.

## **4.PROFILE OF PARTICIPANTS:**

Out of deputed 30 Nos. of Supervisors 20 Nos. have joined for Refresher Training Programme from 09 different ICDS Project of Nagaon Assam. The list of participants is enclosed in Annexure – I. The profile of the participants is furnished below:

### **Sex distribution**

Sl. No.	Sex	No. of participants
1	Male	Nil
2	Female	20
	Total	20

### Age distribution

Sl. No.	Age group	No. of participants
1	20 – 25 yrs.	Nil
2	26 – 30 yrs.	Nil
3	31 – 35 yrs.	1 No.
4	36 - 40 yrs.	Nil
5	40 & above	19 Nos.
	Total	20 Nos.

### Education qualification

Sl. No.	Education qualification	No. of participants
1	HSLC	02 Nos.
2	HSSLC	Nil
3	Graduate	16 Nos.
4	Post graduate	2 Nos.
	Total	20 Nos.

### Length of experience

Sl. No.	Length of experience	No. of participants
1	Below 2 yrs	Nil
2	2 - 5 yrs	Nil
3	6 – 8 yrs.	Nil
4	9 – 11 yrs	5 nos.
5	12 yrs. and above	15 No.
	Total	20 Nos.

**Religion :**

Sl. No.	Religion	No. of participants
1	Hindu	18 Nos.
2	Islam	2 Nos.
3	Christian	Nil
	Total	20 Nos.

**Social status**

Sl. No.	Caste	Total
1	SC	05
2	ST	00
3	OBC	6
4	Gen	09
5	MOBC	Nil
	Total	20 Nos.

**5. INAUGURAL SESSION**

After registration of the participants, the Inaugural session was held on 16/11/15. This session was conducted under Presidentship of Smt. Sagarika Bora, Principal MLTC. Smt. Sagarika Bora, Principal, MLTC offered welcome address to the participants and stated about the role of Supervisors and explained about the objectives of the ICDS programme and Govt. policies for the development of women and child. She welcomes the participant and stated that ICDS is the biggest child welfare scheme in the country. Mostafa Kamal & Goutam Bordoloi, Instructor, Middle Level Training Centre on their speech explained about the aims and objectives of the Training Programme of Supervisors under ICDS Scheme and mentioned that the Supervisors should know their Job responsibilities, the services provided in ICDS and about the needs of community participation. The rules and regulation of training centre, period of training programme fooding and lodging facilities, training schedule, Smt. Runjun Bora, Project Officer also explained about the organization, brief history of the organization, locality of the organization as well as training centre, road communication and transportation etc,. The necessary teaching and learning materials were distributed among the trainees. The

trainee namely Smt. Rumi Begum, Ruli Moni Saikia & Rupa Sarma express their service experiences and about the needs of training.

## **6. ACADEMIC SESSIONS:**

As per schedule of training Course the Academic Session started from 16/11/15 to 20/11/15 excluding reporting and departure days. The academic session started from 9.am and ended at 5.30 pm. every day. In the Refresher Training programme various topics are reviewed and discussed like- Emerging Issues and social Problems, New Govt. policies, Review of ICDS programme, Communication & Counselling Skills required by supervisors, ECCE, PSE activities, Low cost PSE materials, Setting up an AWW, Linkage with Ministries, Review of Nutrition Services under ICDS Programme, IMNCI, IEC in ICDS, Planning and organizing Sectoral meetings/VLCC meeting, Supervision and monitoring of an AWC,AWW,/Helper, Visit to AWC for supervision and monitoring of delivery of services, Maintenance of Record & Registers, MPR & data survey etc.

**Field Placement:-** Two AWC were allotted by the CDPO of Khagarija ICDS Project namely Town Majorati AWC and Itapara Lalung Gaon AWC. The trainees were divided into two groups and the name of the groups are Mother Teresa and Kalpana Chowla. The trainees were placed into these centre. The trainee (supervisors) performed the duties of Anganwadi Workers, run the Centre and conducted different pre-school activities for all round development of the children. Cognitive activities like Dominoes/Discrimination Chart, Colour concepts/Small big concepts were taught to the Children. Physical activities like Jumping, Running and Hoping etc were given. Drawing and painting, Clay modeling, Puppet play, Doll play etc were also taught to the children. For languages development rhymes, action song, story telling, chart reading etc. have give to the children. Growth monitoring of children were also done. The trainees fill up the MPR form also. Survey and Home were also conducted by the trainees.

The trainees also organized an NHE programme where they aware the people about nutrition & health.

**Yoga :** The trainees were trained about yoga every day in the morning from 6 A.M. to 7 A.M. by **Sri. Balladev Sarmah**, General Secretary of Sadau Asom Gramya Puthibharal Santha & Ujjawala Biswas.

**Music Classes** :-Music and action song classes were imparted by Ujjawala Biswas as required.

## **17. Training Methodology**

A participatory approach was adopted during the training. As per programme schedule various topics were imparted during practical and theory classes through various techniques like lecture-cum-discussion, audiovisual presentations, group discussion, brainstorming, quiz, demonstration, mock session, role-play, questionnaire method, observational visits as well as supervised practice. The respective Day officer appointed amongst the participants presents the report of the previous day and a brief feedback was taken by the course director everyday prior to the day's sessions.

## **8. Reading materials:**

The reading materials comprised both hard and soft copy materials covering most of the subject matters of the syllabus to the participants. The list of reading materials is enclosed at Annexure – II.

### **9.Resource persons**

The resource faculty included both teaching staffs of MLTC, Nagaon as well as outside resource persons. The guest resource persons were invited from Deptt. of Social Welfare, Joint Director of Health Services, Judiciary Branch. The list of resource persons are enclosed in Annexure III.

### **10. ASSESMENT OF THE TRAINEES**

The course faculty regularly assessed the trainees after each component. They were assessed regularly by conducting oral and written tests, quiz, assignments and a comprehensive examination at the end of the training programme.

### **11.VALELECTORY SESSION**

The valedictory session was held on 20<sup>th</sup> Nov'2015 afternoon with the Presidentship of Smt. Sagarika Bora, Principal, MLTC. Smt. Anima Boruah Sarmah, Cultural Secretary, Sadau Asom Gramya Puthibharal Santha delivered on his speech that the Supervisors should maintain relationship with the community and try to get support from the various groups in the community as it will help them in implementing the programme, Mostafa Kamal, Instructor MLTC has offered her speech about the training programme, he told them to contact with the Training Centre by telephone whenever they are in doubt and face problems in the field. Goutam Bordoloi, Instructor MLTC, Nagaon also offered valuable speech on the occasion. Smt. Runjun Bora, Programme Officer, SAGPS also offered valuable speech on the occasion.

The Smt. Rumi Begum, Ruli Moni Saikia & Rupa Sarma explained the experiences of the training programme. Some of the trainees perform songs in the valedictory session, the certificates were also distributed to the trainees in the valedictory session.

### **12. COURSE EVALUATION:**

The participants evaluated the training programme and gave their comments on the last day in a prescribed performa which are mentioned below:

- i) **Quality of Instruction:** Among the group 100% found the quality of Instruction Excellent.
- ii) **Training Methodology :** According to 95% participants, the training methodology was highly participatory.
- iii) **Reading material given:** 95% found it to be very good and good according to 5%.
- iv) **Extent of help from the course:** 100% of the trainees opined that the course would held to a large extent.
- v) **Class room:** 90% participants mentioned the classroom to be very good, 10% mentioned it to be good.
- vi) **Food:** Among the group 95% mentioned it to be very good and 5% mentioned good.
- vii) **Rating of overall programme:** 97% participants rated the programme as excellent.



viii) **Stay arrangement:** 100 % of the participant mentioned it to be very good.

**Participants impression about the course**

The impression of the participants (Trainees) toward the course is very good.

**13.Experience of the Principal:** Through out the training period most of the participants were found to be active and punctual. The trainees cooperated and participated in all the sessions and their hard work and enthusiasm make the programme a successful one.

(Sagarika Borah)

**Principal**

**Middle Level Training Centre**

**Sadau Asom Gramya Puthibharal Santha**

**Nagaon :: Assam.**

(Balladev Sarmah)

**General Secretary**

**Sadau Asom Gramya Puthibharal Santha**

**Nagaon :: Assam.**

## Annexure-II

### List of reading materials

Sl. No.	Name of materials
1	Leaf let – Anaemia, goitre, marasmus, kwashiorkor for nutrition & health education
2	Folders – a) complementary food, b) childhood illness, c) HIV/AIDS, d) malaria etc
3	Booklet on different messages on health, nutrition, child development, ICDS and social issues.
4	Charts on – Concept of colour, matching object, identification of objects, naming object, concept of shape- like square, circle, rectangle triangle etc. Concept of pre number like big, small and thin, long & short, tall & short, heavy & light etc. Concept of number like 1-10 numbers, many-few etc. use for cognitive development
5	Posters on social messages related to crucial issues concerning children and women.
6	Flash card on Storytelling – for language development
7	CD
8	Printed copy (Covering most of the subject matters of the syllabus)

(Sagarika Borah)  
Principal  
Middle Level Training Centre  
Sadau Asom Gramya Puthibharal Santha  
Nagaon :: Assam.

**Sadau Asom Gramya Puthibharal Santha**

## Middle Level Training Centre

<b>Sl. No.</b>	<b>Name of faculty member</b>
1	Smt. Sagarika Bora, Principal, MLTC, SAGPS, Nagaon
2	Sri. Mostafa Md. Kamal Hussain, Instructor, MLTC, SAGPS, Nagaon
3	Smt. Goutom Bordoloi, Instructor, MLTC, SAGPS, Nagaon
4	Smt. Ujjwalla Biswas, Music Teacher, Nagaon

**List of Resource Person**

<b>Sl. No.</b>	<b>Name of Guest speaker</b>
1.	Smt. Sangita Borthakur, DSWO, Nagaon
2.	Sri. Jintu Phukan, CDPO, Juria ICDS Project, Nagaon
3.	Dr. T. N Talukder, Retd. SDMO, Health Deptt.

**(Sagarika Borah)**  
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