



Real Medicine Foundation and JICA Vocational Training Program

UGANDA



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RMF/JICA PROJECT PANYADOLI VOCATIONAL TRAINING INSTITUTE

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Student & Instructor Recruitment and Interviews

DECEMBER REPORT 2014

As RMF and JICA were still negotiating about partnership in vocational skill training, RMF local management went ahead advertising for the students' intake on tailoring and garment cutting (40 students), carpentry and joinery (20 students), bricklaying and concrete practice (20 students), and hairdressing and beauty therapy (20 students). Below was the advertisement that ran in all community notice boards for a period of two weeks:

AD TEXT:

RMF in collaboration with JICA have raised funds to support vocation training for Refugees and nationals at Panyadoli Vocation Training Institute in Kiryandongo Refugee Settlement hereby invites all interested applicants for the following courses at PVTI:

- *Hair dressing and beauty therapy*
- *Tailoring and garment cutting*
- *Bricklaying and concrete practice*
- *Carpentry and joinery*

Southern Sudanese are advised to apply since we have southern Sudanese instructors.

Interested applicant should submit their application letters to the principle of PVTI.

Qualifications:

- *Must be able to read and write.*
- *Should be between 15 to 35 years*
- *Should be ready to acquire more skills and knowledge*

Interview day will be on Tuesday 16th /12 / 2014.

FIRST COME, FIRST SERVE.

Update:

By the 15th December 2014, RMF management had received 350 applicants for the above mentioned different courses. On this day all the applicants were contacted and invited for the interviews. On the 16th December 2014, interviews were conducted, out of 350 applicants, we only needed 100 students but due to drop out of students, the interviewing panel considered taking on 110 students for all the different courses so that in case of drop out, at least 100 students can graduate.

The candidates were subjected to oral interviews. The questions for the interviews were guided by major aspects that included the technical part and the social part these looked at defining the candidates capability in knowing the technical knowledge which is ideal for the positions and social part since they are going to deal with the students, there was need to integrate the social part to see that the candidate possess that too.

Hairdressing and beauty therapy.

The institute advertised for vacancies for the next intake on exercise attracted 71 applicants who showed interest in the course. As of the day of interviews, 64 students attended the interview of which 56 were females and 8 were males.

Bricklaying and concrete practice.

When the advert was run on 6th Dec 2014, the course attracted 29 applicants and 26 turned up the interviews. The interviews were open in that whoever applied was given a chance to attend the interview. The students were questioned on the following aspects, introduction, attitude, willingness.

Carpentry and joinery

This course attracted 20 applicants and 17 turned up for the interviews. The interviews were open in that whoever applied was given a chance to attend. The students were orally assessed according to

- Why they applied for the course
- The attitude
- Their introduction
- Willingness to stay in course for the given course.

Tailoring and garment cutting

This course attracted 186 applicants and 178 turned up for the interviews. The panel assessed the students basing on the following

- English expression
- Commitment to the course
- The attitude
- Before the selection, the meeting was held as below:

Minutes of the meeting held by the interviewing team in preparation for conducting interviews of all students for different courses:

Venue: Panyadoli Vocational Institute

Date: 16/12/2014

Assigning interviewing panels with duties.

The assigning of the groups was allocated as follows:

Group 1: Tasked to handle brick laying and concrete practice/carpentry and joinery

Members were:

- | | |
|-----------------------|--------|
| 1. John Ainebyoona | UNHCR |
| 2. Obama Anthony | RWCIII |
| 3. Hillary Byamugisha | KDLG |
| 4. Johnson Duop | RWCIII |

Group 2 Hair dressing and beauty therapy

Members were:

- | | |
|--------------------------|-----|
| 1. Byamungu Adolph Kista | RMF |
| 2. Birungi Peace | OPM |
| 3. Nakyagaba Teddy | RMF |

Group 3: Tailoring and Garment cutting

Members were:

- | | |
|----------------------|--------|
| 1. Mwaka Simon | RMF |
| 2. Namatovu Maxensia | RMF |
| 3. Mike Acaye Obwoyo | RWCIII |
| 4. John Anyoun | RWCIII |

Conclusion

It was agreed that before the close of the day the panel was to convene a meeting and come up with a minute that would make reference for the entire students' interview excise.

Members present that attended this meeting were :

Names	Organisation/Title
1. Mwaka Simon	RMF
2. Namatovu Maxensia	RMF
3. Mike Acaye Obwoyo	RWCIII
4. John Anyoun	RWCIII
5. Byamungu Adolph Kista	RMF
6. Birungi Peace	OPM
7. John Ainebyoona	UNHCR
8. Obama Anthony	RWCIII
9. Hillary Byamugisha	KDLG
10. Johnson Duop	RWCIII
11. Teddy Nakyagaba	RMF (Secretary for this meeting)
12. Daniel Wakibi	RMF (Chairperson for this meeting)

Venue: Panyadoli Vocational Technical Institute

Date: 16/12/2014

Agenda:

01. Communication from RMF area coordinator
- 02 Presenting the names of the successful candidates who succeeded to the principle of the institute.
- 03 The Resolution

1. Communication from RMF area coordinator

- The chairman thanked the members for the efforts they put in to bring this exercise to a successful conclusion and also their commitment throughout the exercise making it a success
- The group representatives were hereby invited to present the names of the successful students per given course.

2. Presenting the names of the successful students to the principal of the institute.

Successful candidates for:

Hairdressing and beauty therapy:

s.no	Name	Nationality
01.	Lalam Jenifer	Uganda
02	Daborah Aluong Mach	South Sudan
03	Agnes lubanganken	South Sudan
04	Achayo Jennifer	South Sudan
05	Mana Chuol	South Sudan
06	Lanyero Christine	South Sudan
07	Awor Harriet	Uganda
08	Rhoda Nyebuol Paul	South Sudan
09	Mary Nyanhia	South Sudan
10	Nabisaso joan	Uganda
11	Acham Harriet	Uganda
12	Abalo Teddy	South Sudan
13	Nyamach Tutgatmach	South Sudan
14	Adiyo Paska	South Sudan
15	Nyambura Magret	Kenya
16	Kiden Jen	South Sudan
17	Ayet Jane	South Sudan
18	Angeyo Evalyne	Sudan

19	Angua Caroline	South Sudan
20	Aryemo Esther	South Sudan
21	Poni Susan	South Sudan
22	Ayesiga Babra	Uganda
23	Amer Kiir Kudior	South Sudan
24	Ding Mapio	South Sudan
25	Nyiel Deng Riak	South Sudan

The panel looked for four major issues in the applicants and these include the following

- The capability to express themselves in English
- The willingness to stay in the course at until its gestation period
- The attitude of the students

It's based on these factors that the students who expressed such qualities were chosen. The table below shows the marks that were given according to each aspect.

Recommendation:

- All the 7 males who passed the interview are interested in shaving only and not any other package from the course.
- Additional funds would be needed to teach the shaving course

01	Gai moses	South Sudan
02	Bham Kunch	South Sudan
03	Nasir Kue	South Sudan
04	Bol reath Chuol	South Sudan
05	Komaketch Kokas	South Sudan
06	Oloyo Moses	South Sudan
07	Duop Mathew	South Sudan

Bricklaying and concrete practice:

S.N	NAME	NATIONALITY
01	Spear Gatluak Teny	South Sudan
02	Kun Puok Riek	South Sudan
03	Abraham Ador	South Sudan
04	Dut David Deng	South Sudan
05	Ocaya George	South Sudan
06	Opio Joseph	South Sudan

07	Okot Richard Peter	South Sudan
08	Lomena Francis	South Sudan
09	Okot Daniel	South Sudan
10	Gilo Stephen Ubur	South Sudan
11	Okwera Peter Oduru	South Sudan
12	Khatete William	Uganda
13	Kisa Daniel	Uganda
14	Amoch Ambrose	Uganda
15	Iya Peter Keri	South Sudan
16	Mannet Otelek	South Sudan
17	Lokiryang Alex	South Sudan
18	Ochan Robert	South Sudan
19	Mbabazi Oscar	Uganda
20	Opoka Johnson	South Sudan

Carpentry and joinery:

s.no	Name	Nationality
01.	Buay Hoth Reath	South Sudan
02	Raan Tot Bol	South Sudan
03	Bhan Peter	South Sudan
04	John Mach Garang Lual	South Sudan
05	Urai Emmanuel	South Sudan
06	Kilama Ronald Watmono	Uganda
07	Okello James	Uganda
08	James Banguat Simon	South Sudan
09	Peter Dau Deng	South Sudan
10	Mareng Mayen Majak	South Sudan
11	Mariak Dhieu Gak	South Sudan

12	Deng Malual Deng	South Sudan
13	Majok Magok Chol	South Sudan
14	Deng Dhieu	South Sudan
15	James Akuot Anyuon	South Sudan
16	David Deng Aruei	South Sudan
17	Mayol Apioth	South Sudan
18	Gallat Mosses Mayan	South Sudan
19	James Nhial Muon	South Sudan

Findings

- All applicants from the carpentry course attended school and none was recorded for not attending school
- All applicants (100%) had interest in the course and were willing to take on the course given any circumstance
- Majority of the applicants can speak English, however some could listen to the language but not able to speak.
- Most were willing to study but they lacked funds for the course and they seeking scholarships

Recommendations

- Females should be encouraged to join the course.

The panel recommends that the institute should create more awareness about carpentry so that they can fill the intended number of student

Tailoring and garment cutting:

No	Name	Nationality
1	Aber Poline	Uganda
2	Aliya Vicky	South Sudan
3	Alek Tabisa Galang	South Sudan
4	Achiro Lucy	South Sudan
5	Dabora Amon Majak	South Sudan
6	Akongo Faith Sabina	South Sudan
7	Elizabeth Athieng	South Sudan

8	Odoch James	Uganda
9	Roda Yar	South Sudan
10	Rebeca Athok	South Sudan
11	Mathong Chol Auyieth	South Sudan
12	Achol Martha Jool	South Sudan
13	Alakiri Kuir Akoi	South Sudan
14	Achot Apiok	South Sudan
15	Yoch Lul Kuon	South Sudan
16	Anger Manyok	South Sudan
17	Alauyo Florence	South Sudan
18	Okello David	South Sudan
19	Andua Joyce	South Sudan
20	Aber Deng	South Sudan
21	Ayar Kwany Deng	South Sudan
22	Achang Kwoth Ruot	South Sudan
23	Naima Henry	South Sudan
24	Bol Tut	South Sudan
25	Bahn Kevo	South Sudan
26	Rejina Diku	South Sudan
27	Elizabeth Achol Lem	South Sudan
28	Nyanyut Matiop	South Sudan
29	Achol Mawar	South Sudan
30	Mary Atong Kuot	South Sudan
31	Prisikala Nyadia Mayon	South Sudan
32	Fozia Ahmed	South Sudan
33	Biyansy Faith	Uganda
34	Ajalo Jackline	Uganda
35	Koang Mayen Ajong	South Sudan

36	Martha Akun	South Sudan
37	Vironica Peter Ayouk	South Sudan
38	Angelina Nyayel	South Sudan
39	Tito Nyanyanga Mangdalena	South Sudan
40	Aketowanga Elizabeth	South Sudan
41	Dudu Pasca	South Sudan
42	Martha Nyakong Thuok	South Sudan
43	Naomi Nyantech	South Sudan
44	Achol Rebecca Mayol	South Sudan
45	Nyakouth Mary	South Sudan

Findings

- More students applied for the course compared to the provided slots.
- Most students didn't know English and needed interpreters to get well what the panel was saying.
- Out of the 173, the course attracted 5 males and 168 were females in number.

Recommendations

- There is need to expand on the number of number of vacancies for the course in order to accommodate the increasing interests of the people who want to take on the tailoring course.
- There is to create more courses to cater for the increasing number of applicants mostly the ladies/girls.

The Resolution

The meeting that convened from 16/12/ 2014 to 17/12/2014 at Panyadoli Vocational Institute entrusted with the task of interviewing and finding suitable students for the given courses, hereby on this day of 17th/12/ 2014 resolve that the names of persons above be admitted for the given course for the academic year 2014/15.

Job Ads for Vocational Training Instructors:

1. *Instructor for Brick laying and Concrete*

The ideal candidate for this position should have vast experience in brick lying and concrete practices with a traceable record of good workmanship. The candidate should possess a minimum qualification of at least advanced certificate in masonry work from a recognized institution.

2. *Instructor for Carpentry and Joinery*

Candidates for this position must address the following criteria: should hold at least craft 2 certificates in carpentry and joinery. Qualification vocation training is added advantage. Working experience of at least 3 years is required.

3. Instructor for Tailoring and Garment cutting

Applicant for this position should hold a minimum of advanced certificate in tailoring and garment cutting, fashion design and interior decoration from a recognized institution with a progressive experience of 3 years.

The duty station for all the positions is Kiryandongo Refugee Settlement.

Address your application to Country Director Real Medicine Foundation, p.o.box 769 tororo or email to Charles.Lwanga@realmedicinefoundation.org or deliver to our office at Kamalu House Makerere Kavule – Bombo road, opposite Total

Call : 0702994110 or 0783 180655 Emai: nakucl@yahoo.com.

This advertisement ran on 10th December 2014 in RMF Kampala notice board, RMF Buwate-Ntinda Kampala office notice board, RMF Tororo notice board, Kiryandongo district notice board, Kiryadongo Refugee Settlement all community notice boards and all health centers.

The applicants were allowed to submit their applications and CVs by either hand delivery or electronic.

By close of Saturday 20th December 2014, the following applications had been received both by hand and electronic: The project manager and book keeper the interview was conducted from Kampala RMF head office. In this interview, OPM was represented by Assistant camp commandant and technical person (accountant) was hired to participate in asking technical questions. For instructors, they were interviewed from Kiryadongo refugee camp as report indicates below. In the first place all who applied for tailoring did not qualify, we had to re-advertise to get qualified person for the interview:

Position	Number of applicants
Programme manager	30
Bookkeeping	20
Tailoring	11
Carpentry and joinery	16
Bricklaying and concreted practice	12

Venue: Panyadoli Vocational Institute.

Date: 23/12/2014

Minute 01: Communication from area coordinator

The area coordinator who was the chairman informed the meeting about the procedures that would be taken in under taking the exercise that would see the selection of new instructors. The chairman also stressed the issue of transparency in conducting of the exercise.

Minute 02: Organizing the panel for the exercise.

Given the number of applicants that tendered in their applications, there was only on one panel that carried out the exercise since they were few. The group was tasked to do the interviewing for two positions that is bricklaying, carpentry and joinery and these members included the following.

Members:

- Wakibi Daniel RMF
- Ochieng Samuel RMF
- Engineer Kasana Inter Aid Uganda
- Byamungu Adolf Kista RMF
- Namatovu Maxesia RMF

Minutes for the interviewing panel that carried the exercise for

Venue: Panyadoli Vocational Technical Institute

Date: 23/12/2014

Successful candidate for the position of instructor bricklaying and concrete practice

- **Mwanamwolho Mbusa Peter**

Successful candidate for carpentry and joinery.

- **Oryemu Angelus Remmy**

Carpentry and Joinery instructor.

The position was advertised on the 16th of Dec 2014 around the settlement and it attracted three applicants who qualified and were short listed for interview and who at the end came for the interview.

Odong Bosco.

He exhibited knowledge as he knew some tools, smart but he was a little timid, his documents were verified are ok but had little experience in the field of two years. Attitude seemed to be completed in the way he was answering the questions as if he didn't care about the questions the panel was putting forward and in the technical part he scored 48%

Oryem Angelus Remmy.

A retired teacher, his papers expressed him before the panel would start interviewing him. He had good experience of more than 30 years in service, smart and knowledgeable about vocational studies as he knew much the tools, the general questions answered very well and proved to the panel that really the experience he possess can be of a big advantage to the students if give the job. His scores were 62%

Odong Edward.

The last candidate to be interviewed, Edward was much optimistic about how much he would earn as he was les aware of some general questions technically he knew some tools but when it came to self-expression, he was not confident about himself. Edward scored 42%

Conclusion.

The panel summarized that **Oryem Angelus Remmy** had better qualities as a teacher due to the vast experience he has had in field for many years so there was no doubt that at the end the panel had to recommend that he takes on the position as he possessed what had been advertised.

Bricklaying and concrete practice instructor

Advertised on the 16th of Dec 2014, the position attracted seven applicants, six were had written and one was by email and at the end of the day, four candidates were shortlisted for interviews. on the interview day, the four shortlisted candidates turned up for the exercise that commenced at 9:00am.

Oyo Sam Charles.

He was our first interviewee for the day, self-employed, open minded, Charles was not confident enough as he was stammering in presentation. Little timid, he had also little experience with tutoring as he spent his time doing his personal work. Considering what he is doing currently, it does not bring the instructor aspect we need. Scored 43%.

Amen Opio Tom.

A tutor with Kiryandongo technical institute, eloquent enough, energetic, with good academic papers. He had good experience in the field but being a tutor in another technical institute, he didn't convince the panel very well on how he would manage the two jobs well as both jobs need commitment. She scored 45%

Peter Mwanamwolo Mbusa

He had good academic documents; well experience being a teacher and also having personal business in relation to the job applied for. Confident and had good self-expression plus good teaching skills showed when asked to demonstrate the teacher in class aspect. Smartly dressed as a teacher peter showed that he would be the best candidate for the job. Peter score 65%

Kagoya Dinah

The only female among the heavily competed position for the men, Dinah had two years of experience, confident and eloquent in her conversion, technically she was also well versed with the tools never the less, she didn't have the general knowledge understanding of other things. She scored 47%

Conclusion.

In summary, the panel looked at all the candidates that had tendered in their application and found out that **Mwanamwolho Musa Peter** was the best candidate to take on the job, hereby recommended for the job.

Program Launch

On the 28, RMF Country Director welcomed new South Sudanese instructors and lodged for them in Kiryandongo-Bweyale town.

On the 29th December 2014, RMF Country Director welcomed all the old and new staffs, and students at Panyadoli vocational institute. Students were oriented on rules and regulations of the vocational school, they

were taken around the school compound to know their boundaries. New instructors were oriented on RMF code of conduct, values and ethics. Project manager and book keeper were given their office tools and budget they are to run was given to them. On this day, work started immediately and instructing students as three months is very limited time to achieve the curriculum.

In the afternoon of the day, students had concerns and invited RMF Country director to raise their concern of being fed at school. RMF Country Director, told them, according to the funding received, it was very limited that could not allow provision of lunch to all students but students to take care of their own lunch.

On the 24th December 2014, we received our first JICA funding to RMF Uganda account, and on 29th December 2014, RMF procurement unit, started its duties of purchasing the requirement, and by 2nd of January 2015, the essential items were already delivered. The procurement is still in process as major shops were closed for Christmas and New Year celebrations. In few days, we will be sharing with you our first financial report so far.

Departmental Progress

1. Hair dressing and Beauty therapy (HDBT)

- The department of hairdressing and beauty therapy has a total of 25 students who enrolled for this training.
- Only theory classes are currently ongoing however we expect Windle Trust to bring in materials for the practical purposes and this expected very soon.



Adolph during HDBT theory class 5th -01- 2015



A different view of the HDBT class 5th -01-2015



Temporary Structure for Brick Laying classes

2. Bricklaying and Concrete practice (BCP)

- This department begun by clearing the bush to which a temporary shelter has been erected for the students to hold their classes.
- The proposed building to act as a machine shop needs strengthening since it has major wall cracks that need to be corrected.



- Following the estimated period of the training, it's suggested that masons be hired to quicken the repairs of the cracks in the machine shop so as to save on the time for continuation of the theoretical modules that are currently ongoing.
- The department also indicates the urgent need to have their temporary shelter leveled so as to ensure standard quality training.
- With the due practices starting by end of the week, the instructors present the need for them to have gumboots so as to ease the demonstration of work.
- The bricks for the practices will be molded from local materials of sand and mud: this was arrived at after consultation with Kiryandongo who shared that they did not have bricks for practical purposes but their students mold their own bricks for each student's individual practices.

3. Carpentry and Joinery

- The department has a total of 20 enrolled candidates and like the bricklaying and concrete practice,
- this department started by clearing the site (by cutting down the bush and burning the grass) to which a shelter has been erected,
- An order of timber for the making of work tables and timber for practical has been placed
- It's expected that by the end of the week a total of 10, operational tables will be joined to host a maximum of two students per table.
- The expected achievements during the week will involve purchasing the required poles and timber for the tables and the installation of the required equipment
- Due to the expected friction of trainee body to machines, its been suggested that the students be supported with overalls



4. Tailoring and Garment Cutting (TGC)

- This department has a total of 45 enrolled students, the classes are currently
- Both theory and practical lessons are currently ongoing
- However the machines need service and maintenance done to them(lubrication and replacement of a few spare parts)