



CIDT



UNIVERSITY OF
WOLVERHAMPTON

INDEPENDENT FOREST MONITORING

MODULAR TRAINING MATERIALS

Model timetable for

**4 DAY
COURSE**



These training materials have been produced with the financial assistance of the European Union and UK Aid. The contents are the sole responsibility of the authors and can in no way be taken to reflect the views of the European Union or the UK DFID.

Introduction

The course requires four days, including a one-day field trip. This does not include travelling to and from the training venue. The field trip provides an opportunity for participants to reflect on some practicalities of IFM as well as to practice using a GPS device. It has typically been delivered to groups of 20 participants from civil society organisations, all from the same country. Most of module b – Context – is omitted on the assumption that participants are sufficiently familiar with their local forest governance context.

This timetable should be used alongside the Curriculum / Index of modules that provides learning objectives for each section.

The materials provided in this modular set include **Presentations**, **Handouts**, and **Group exercises**. Participants benefit from being given the full set of training materials so that they can refer to these after the course.

Timetable Day 1

Day	Time	Title	Description	
1	Pre-Workshop	a.1 Pre-workshop preparations		
		a.1.1 Handout: Checklist for training workshop	<ul style="list-style-type: none"> A preparatory checklist for trainers and organisers 	
		a.1.2 Template: Application form	<ul style="list-style-type: none"> Participant's application form 	
	Morning		a.2 Workshop introductions	<ul style="list-style-type: none"> Introduction of participants Introduction organisers and trainers
			a.2.2 Exercise: Training expectations	<ul style="list-style-type: none"> Expectations; what participants can contribute
			a.2.3 Handout: Workshop rules	<ul style="list-style-type: none"> Agree workshop rules We do not expect to produce a detailed workshop report for participants, so they should keep their own notes and the hand-outs we give them.
			Module C: Setting up an IFM initiative	
			c.1.1 Exercise: History of IFM	<ul style="list-style-type: none"> Global Witness IFM Video
			c.1.2 Presentation: Types of independent monitoring	<ul style="list-style-type: none"> Difference between forest control, independent monitoring, and independent audit
	Afternoon		b.1.1 Exercise: What is Illegal?	<ul style="list-style-type: none"> Distinguishing what's illegal from what you might disapprove of, but isn't illegal
			c.2.1 Presentation: Principles of IFM c.2.2 Presentation: Specific aspects of IFM by communities	<ul style="list-style-type: none"> Condense these two presentation into a single one covering principles and minimum standards of IFM; and roles for CSOs. Discuss how this might be adapted to

Timetable Day 2

Day	Time	Title	Description
2	Morning	Module D: Implementing an IFM initiative	Recap of the previous day by a volunteer at the start of the day
		d.1.1 Exercise: Strengths, weaknesses, opportunities and threats	<ul style="list-style-type: none"> Participants' experiences of monitoring forest activities: obstacles, challenges, needs, and recommended practices Cover the main points in Presentation d.1.2, <i>Case selection and field preparations</i> in the discussion
		d.2.1 Presentation: Field techniques	<ul style="list-style-type: none"> Overview on IFM tools (GPS, smartphone, camera) and detailed introduction / checklist for the use of a GPS
	Afternoon	Practical exercises with GPS, Camera, tape measure	<ul style="list-style-type: none"> GPS datum, position format, marking and describing waypoints, 'Goto' function, drawing a map, determining distances, panning, scaling. Discreet use of a digital camera, taking evidential photos in combination with a GPS Logs measuring techniques

Timetable Day 3

Day	Time	Title	Description
3	All day	Implementation of a field mission	<p>Recap of the previous day by a volunteer at the start of the day</p> <ul style="list-style-type: none"> Field visit to one or more logging sites, saw mills etc.

Timetable Day 4

Day	Time	Title	Description
4	Morning	Module E: Using what you find	Recap of the previous day by a volunteer at the start of the day
		Practical exercise: writing a report	<ul style="list-style-type: none"> Download the GPS data and photos from field trip The same groups that were formed for the field trip should write a short mission report (in PowerPoint format).
		e.1.1 Presentation: Analysis e.1.3 Presentation: Report writing	<ul style="list-style-type: none"> Show real examples of different types of report. Condense these two presentation into a single one covering on analysis, report structure, reporting and follow-up.
	Afternoon	Report presentations	<ul style="list-style-type: none"> Reports are presented and discussed.
		f.1.1 Exercise: Follow-up action points	<ul style="list-style-type: none"> Individual and collective forward planning Nominate rapporteurs who will describe 'why do IFM?'. Imagine themselves as a CSO initiating discussions on an MOU with the authorities.

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