



In-Tray Exercise

Reference: In-Tray 06

Correspondence from: 'D'

Addressed to: EoT StipTrainer (you)

Subject: Evaluation

As we are in the early stages of setting up our organisation, staff training and development is of real importance. We can't start to properly educate women in rural communities until we have competent staff. And, most importantly, staff who are women, share a similar rural background to the women who they will educate.

At present we are recruiting women as full or part-time members of staff. We can draw on help from universities and funding agencies, so resources aren't a problem. That's the good news, the not so good news is that we need a policy and system which will enable us to monitor progress, and evaluate the initiatives we intend to make. In discussions with 'E' we became aware of the risks of setting up training, spending a lot of time, money and goodwill - without being able to show real benefits.

Because it's our intention to educate illiterate women from poor rural areas, we need to focus on essentials - hygiene, primary health care, sanitation, child care, etc. We believe we can do this, but we need to be able to prove that we can. Hence our interest in EoT.

Can you outline the issues we should include in our policy and the sort of systems we'll need to set up.