

PROSHIKA Manobik Unnayan Kendra Training & Research Division

Training implementation Report for:

1. January – June 2024 (Six months)
2. July - December 2024 (Six months) and
3. January – December 2024 (One year)

Proshika has been realizing since her birth that skilled and efficient workforce plays a leading role in achieving the desired goals of the organization. That is, skilled workers are the main driving force of the organization. Keeping this aim in mind, Prashika focused on building a strong training and research department.

Especially in the 90s, the significant activities of the Training and Research Department have contributed tremendously to the creation of skilled human resources through skill and human development training at every level, from team members to the top level of the organization. But due to various internal problems and adverse conditions, the normal activities of the training are disrupted, as a result of which every program or department suffers.

The Training and Research Department was also not out of it. Proshika has turned around due to the strong leadership of its present management board and the morale of its employees. Action vibrancy has returned to every department and programs. The Training and Research Department has been working hard for the last two years.

1. Below are the statistics of implementation of the **half yearly training report** for the previous **financial year for January - June 2024**.

Sl. No.	Name of training	Number of Training		%	Number of Participants		%
		Target	Achieved		Target	Achieved	
1.	Orientation Course for new staff	8	6	75	320	148	46
2.	Basic Management Training	6	2	33	180	57	32
3.	Accounts Management Training	2	0	0	50	0	0
4.	Online Software Training	4	8	200	100	152	152
	Total:	20	16	80	650	357	55

2. Six months report of financial year for July – December 2024

In the current financial year, due to political unrest and changing circumstances, it was not possible to conduct training to the extent expectation. The information regarding the conduct of training in the first six months of the current financial year is given below:

Sl. No.	Name of training	Number of Training		%	Number of Participants		%
		Target	Achieved		Target	Achieved	
1.	Orientation Course for new staff	8	3	38	320	68	21
2.	Basic Management Training	2	1	50	60	37	62
3.	Accounts Management Training	2	0	0	50	0	0
4.	Online Software Training	8	3	38	200	81	41
	Total:	20	7	35	630	186	30

3. The compiled training reports is given below for the whole year from January-December 2024:

Sl. No.	Name of training	Number of Training		%	Number of Participants		%
		Target	Achieved		Target	Achieved	
1.	Orientation Course for new staff	16	9	56	640	216	34
2.	Basic Management Training	8	3	38	240	94	39
3.	Accounts Management Training	4	0	0	100	0	0
4.	Online Software Training	12	11	92	300	233	78
	Total:	40	23	58	1280	543	42

Conclusion:

Training is a capital investment with long-term benefits. A large proportion of the field workers have not any training or orientation so far. As a result, it has become a major obstacle in creating efficient management. The training department feels that it is possible to develop the workers as efficient organizers through periodic training.

In that case, the cooperation of all concerned with field management is necessary. Region- wise training can be organized to enhance the skills and mindset of Development Workers with the overall cooperation of all.

The training venue can be in the Proshika's own premises. In that case, after selecting 4/5 buildings across the Proshika working areas, they should be made suitable for training.

We look forward to everyone's of the management's thoughtful comments, suggestions and cooperation in this regard.
