

Training Report

General Information

Training name: Workers Participation 2nd Training in Hop Lun Bangladesh

Date: October 27, 2010

Venue: Hop Lun Bangladesh

Participants:

1. Hop Lun Bangladesh (Top Management)

1. Mr. Towhid – GM – HupLun BD
2. Mr. Azad – FM
3. Mr. Abdulla – Manager

2. Hop Lun Bangladesh (Mid level Management)

4. Mrs. Rehana Akter – Welfare Officer
5. Mr. Shamsul- Officer
6. Mr. Siddique – Assistant Manager
7. Mr. Shoyeb – Assistant Manager
8. Mr. Rashed – Assistant Manager
9. Mr. Mahbub – Sr. Officer
10. Mr. Baki – Sr. Officer
11. Mrs. Fahmi – Assistant Officer
12. Mrs. Farzana – Assistant Officer
13. Mr. Ripon – Assistant Officer
14. Mr. Sohel – Assistant Officer
15. Mrs. Rokhana – HR Officer
16. Mr. Monuaw Rashid – Assistant MC
17. Mr. Shariful Islam – Sr, MC

3. Hop Lun Bangladesh (Worker/supervisor/linefider/WA)

18. Mr. Sawpon – General Secrataty of WA (Workers Association)
19. Mr. Wahed – Member of WA
20. Mr. Shanjoy – Member of WA
21. Mr. Farid – Member of WA
22. Mrs. Maksuda – Member of WA
23. Mr. Chittaranjan – Worker
24. Mrs. Rozina – Worker
25. Mrs. Rowshanara – Worker
26. Mrs. Shahnaz – Worker
27. Mrs. Monowara – Worker
28. Mrs. Renuka – Worker
29. Mrs. Lily – Worker
30. Mrs. Mostarina – Worker
31. Mrs. Ruma – Worker
32. Mrs. Amena – Worker
33. Mrs. Fai – Worker
34. Mrs. Rozina – Worker
35. Mrs. Sumi – Worker
36. Mrs. Shahnaz – Worker

37. Mrs. Aktora – operator
38. Mrs. Somi – Operator
39. Mrs. Rina Parvin – Linefider
40. Mrs. Eity – Supervisor
41. Mrs. Shima – Supervisor
42. Mrs. Shila – Operator
43. Mr. Shamsul- Officer
44. Mr. Jahangir – Worker
45. Mr. Salim – Worker
46. Mr. Sharif – Worker
47. Mrs. Rehana – Supervisor
48. Mrs. Ratna – Supervisor
49. Mrs. Esmot – Operator
50. Mrs. Amena – Supervisor
51. Mrs. Shuma – Supervisor
52. Mrs. Rina – Linefider
53. Mrs. Maksuda - Linefider
54. Mrs. Rehana - Linefider
55. Mr. Khokon – Worker
56. Mrs. Ruma - Operator

2. Phulki

1. Ms. Khadiza Ahmed (Project Manager)
2. Ms. Monjury Banarjee (Compliance Officer)
3. Ms. Shahida Parvin (Training Manager)

Agenda

1. Identify the important problem by the participants
2. Cause Analysis
3. Goal Analysis

Key Activities & Highlights

1. **Identify the important problem by the participants:** The trainer Ms. Shahida discussed the find out problems on last day. She discussed on finding out the important problem to them. For this session they used Metaplan method and identified the most important topic is **Lack of awareness**.
2. **Cause Analysis:** The trainer discussed on the causes of the problem. She discussed on finding out the causes of the problem from their last training session. For this session they used problem diagram. The participants wrote all causes on fishbone diagram and explained. The trainer divided the participants into five groups and the groups marked on important causes.

The participants listed all causes in a table and each participant ranks the causes. (1 = low importance, 5 = high importance)

The trainers summed up the rankings to find out the priority of the whole group which cause was the most important, which cause was the next most important and the next? And so on – which is the least important?

Everybody completed the prioritization matrix. And the participants jointly agreed on same causes.



The trainer gave thanks to all for participation in the session.

- 3. Goal Analysis:** The trainer Ms Khadiza discussed with the participants on goal analysis through playing football. At first she formed 2 football team and these team played ball. After the role play the trainer discussed on goal of different player. She discussed with the participants and gave 15 minutes to discuss with each other on their goal. After discussing the different participants talked on different goals to solve their solution and achieve their goal. The trainer listed all goals on flip chart that was said by the participants.

After goal analysis the trainer discussed on common goal. The trainer gave 15 minutes to the participants for discuss in their groups. The participants discussed their goals for resolving the problem.

The participants stated their goals to the rest of the group. The trainer noted those on a flip chart and discussed on flowchart of goal.

Finally the participants jointly agreed on the most important goal for the whole group. The participants stated that they have to need a training policy to improve awareness for all. If they have a training policy and they can be implement the policy then the factory will get an excellent result for a good factory.



The trainer gave thanks to all for participation in the session.

Feedback of Participants

All fifty six factory participants submitted their completed training evaluation forms. Besides the overall high ranking shown by the chart below, participants also gave positive feedback in their written comments. Most participants highly appreciate the training content and style. Some participants hope to need more training to improve relation between management and workers.

0	0	0	0	0	0	0	0	0	0	0	0	0	Strongly Disagree
0	0	0	0	0	0	0	0	0	0	0	0	0	Disagree
0	4	10	7	7	8	8	3	5	7	10	0	0	Average or Not Sure
26	27	20	28	26	25	24	30	26	25	23	8	8	Agree
30	25	26	21	23	23	24	23	25	24	23	48	48	Strongly Agree
The training objective is clearly stated	The training is well structured	The training is practically oriented, which can help me in my actual work	The trainer grasps the content well	The trainer has good communication skills and is able to explain the theories in a simple language	I am satisfied with the trainer's answers to our questions	The trainer has created a good atmosphere that stimulates our thinking	The trainer encourages us to participate actively in group exercises and discussions	The exercises and discussions have helped to deepen our understanding of the learning points	The training has served to improve my knowledge on the subject	The training has met my expectations	I would like to attend more trainings like this in future, given opportunity		

Conclusion

The participants believed that this training will help them to understand the real situation and help them to engage themselves to supportive negotiation on workplace related topics.