

**Simplified Training Manual, Training syllabus and
Training Program**

For

**Training the trainers on Integrated Land Use Planning
Facilitators of the Oromia National Regional State**

Oromia Environmental Protection Authority (OEPA)

**Oromia National Regional State Forested Landscape Program
(OFLP)**

by

ABT-PCS

Dr. Azene Bekele-Tesemma
Professional Consulting Services

February 20, 2022

Part 1

Simplified Training Manual For Training the trainers on Integrated Land Use Planning Facilitators of the Oromia National Regional State

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Oromia National Regional State Forested Landscape Program (OFLP)**

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11 February 2022

Workshop program/agenda

Time	Activity	Responsible	Facilitator
08:30 – 08:40	Registration	All Participants	Mohamr
08:40 – 09:00	Opening remark	Obbo Bona Yadessa, Vice Director of OEPA, Forest Sector or BoL leader	Getachev Commun
09:00 – 10:30	Brief Presentation of ILUP simplified training manual chapter by chapter	ABT_PC consulting firm	Getachev Commun
10:30 – 10:45	Health break	ORCU	Hotel
10:45 – 11:30	Brief Presentation of Training syllabus and strategy for conduction ToT training	ABT_PC consulting firm	Getachev Commun
11:30 – 12:30	Overall discussion on both presentation, question and answer on unclear points	All participants	Obbo Bor leader
12:30 – 01:30	Lunch	ORCU	Hotel
01:30 – 4:00	Overall discussion on both presentation, question and answer on unclear points continuous	All participants	Obbo Bor leader
4:00 – 4:20	Health break	ORCU	Hotel
4:20 – 5:00	Discussion on Way forwards and put direction	All participants	Obbo Bor leaders

Brief Presentation of simplified training manual for participatory Planning of Integrated Land Use Plan

Chapter by Chapter

The terms of reference of the consulting contract

- 1. Conducting Knowledge gap assessment**
- 2. Preparation of the training hand out and syllabus for filling the identified gaps**
- 3. Providing training for the trainers who train the planners and plan implementers**
- 4. Providing backstopping support for the implementation**

Identified gaps to be filled by the plan

1. Stakeholder participation was not documented (Testified from 4 zones: East Harrarghe & Boerne (the earliest) , East Shewa and Illuababor (the latest)
2. There are no responsible planning actors at zone, Woreda and kebele (no MoU)
3. There is no Integrated Land Use that includes area map for exclusion, protection, and development of :
 - ✓ National parks, lakes and wetlands,
 - ✓ heritage sites and sacred sites,
 - ✓ sanctuaries and biosphere reserves,
 - ✓ Forest priority areas, riverine ecosystems,
 - ✓ large-scale farms, etc.
4. Project ideas were not produced for the protection and development of such land uses

Identified gaps ----- continued

5. No trained manpower, who have conceptual understanding on integrated land use planning was found
6. No urban land use plan, which is different from from Urban Development Plan. was considered
7. There was no relocation plan for inhabitants residing in fragile ecosystems such as protected areas, and others listed under 3 above
8. No rural settlement tailored to implementation of land use plans were shown as a land use option.
9. Many more others had been cited

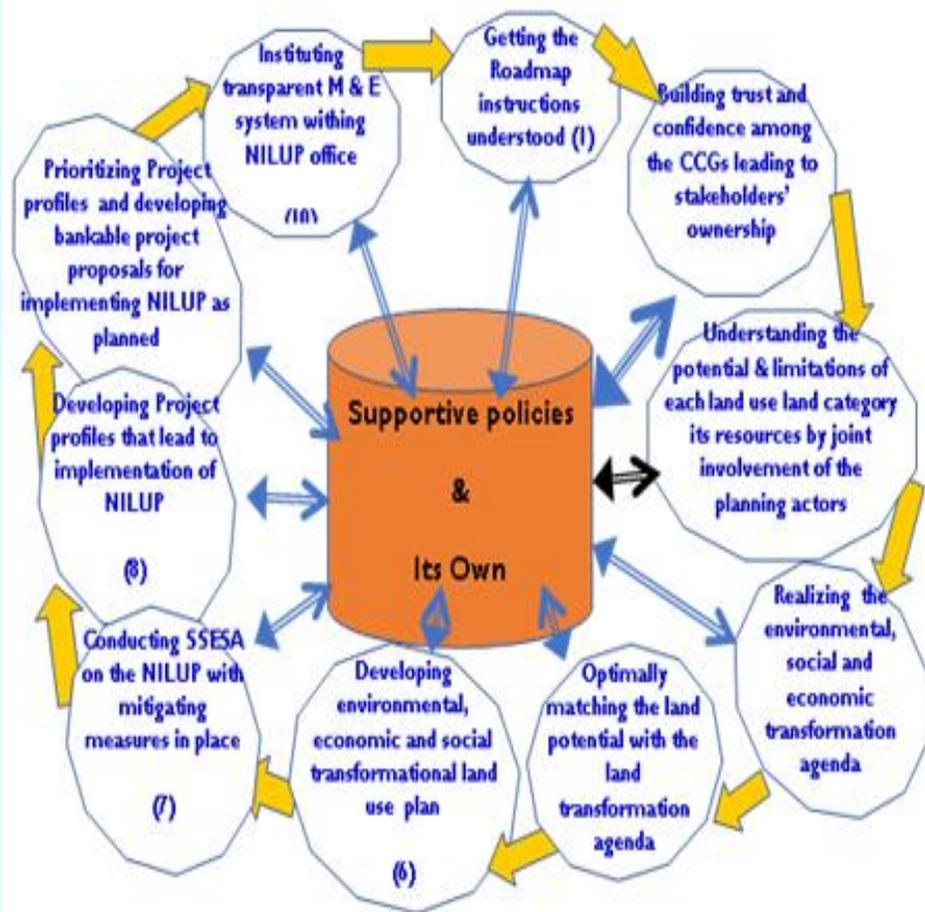
The gaps that shaped the objectives of the training

1. Transforming the knowledge and expertise of land use planners (side-in, bottom-up and top-down parties) in Oromia Regional State about the preparation of a coordinated, aligned, and harmonized, land use plan (ILUP).
2. Training the land use planners on the methods and approaches that are relevant for **facilitating the implementation** of the integrated land-use plans and monitoring the plan-implementation
3. Training the trainers (TOT) who would be involved in training the land use planners (the tripartite parties) on how land use plans and implementations could be, monitored and evaluated

Training methods: we will follow adult teaching and learning principles

- ✓ Lecture by using PPT presentation
- ✓ Brainstorming, (through case studies)
- ✓ Group work and group presentation
- ✓ Experience sharing (Adaa)
- ✓ Demonstration through field visits
- ✓ Reporting on field visit findings and learnings
- ✓ Materials required (PPT projector, flip charts, markers (permanent and non-permanent, white board, cards)

The Integrated Land Use Planning (ILUP) Concept



The purpose of the training manual is dealing with the following.

1. organizing, and building the capacity of the Land Use Planning experts and engaging them as planning facilitation actors
2. Organizing, and building the capacity of Common-commodity production groups (members of the CCGs) as drivers of the ILUP process
 - *Though these land users are the center of focus in driving the process, the primarily important targets of the training manual are the **ILUP-facilitation actors** who are supposed to conduct Training of Trainers.*

Chapter 1: Prelims of the training

- 1.1 Participation of the Trainees
- 1.2 Course Evaluation
- 1.3 Acronyms and Abbreviations
- 1.4 **Glossary of terms (difference between development plan and land use plan plus urban land use plan and urban development plan**
- 1.5 Objectives of the Training Manual (gap –filling)
- 1.6 Training Targets
- 1.7 The Planning Principle.
- 1.8 Organizing the planning actors
 - 1.8.1 Recruiting and organizing PLANNING-GUIDE EXPERT TEAM in different phases
 - 1.8.2 Determining the Study attributes and planning Phases
- 1.9 Methods of coordinating the planning actors
- 1.10 Study and planning phases

CHAPTER 2: Organizing and capacitating land user CCGS

- 2.1 Course Introduction
- 2.2 Purpose of the Guideline
- 2.3 National and International Experiences
- 2.4 Organizing and involving the CCGs
- 2.5 Processes of Establishing the CCGs
- 2.6 Engagement of the CCGs In Driving the ILUP making
- 2.7 General Purposes of the CCGs
- 2.8 Officiation of the CCGs
- 2.9 Conditions for Dissolution of the CCGs

CHAPTER 3: Application Of GIS as A land potential and limitation identification and Land-use Planning Tool

3.1 GPS: As Sources of Spatial Data

3.2 Adding an Existing data File (Data Acquired From Online Data Portals, Offices, Individuals.)

3.3 Satellite Imageries

4.4 Google Earth

3.5 Contour Maps And Slope category maps

3.6 Land Use/land Cover Mapping

Chapter 3: Application of GIS on land use planning tool ---continued

3.7 Using Hydrological , edaphic, and climatic modules as input tools

3.8 Mapping input and exclusion zones such as Agro Climate Zones, land use/land cover types, Soil fertility and depth by categories, and Locations of Important Infrastructure and exclusion zones

3.9 Data Management and Manipulation by using GIS-attributes for

3.9.1 Land Capability Classification

3.9.2 land suitability classification

3.9.3 Prioritized land use plans

3.9.4 weighed and negotiated integrated land use plans

3.10 type and layout of infrastructure

Classifying lands by sustainability and production potential grade for most optional/optimal land use option

		Slope categories				
		0 -5%	>5 - 16%	>16 - 40%	>40 - 60%	>60 %
Soil Depth	Rock or <20 cm	SPG (16)	SPG (17)	SPG (18)	SPG (19)	SPG 20
	20 – 50 cm	SPG (9)	SPG (10)	SPG (11)	SPG (12)	SPG 15
	50 – 100 cm	SPG (3)	SPG (4)	SPG (6)	SPG (8)	SPG 14
	>100 cm	SPG (1)	G (2)	SPG (5)	SPG (7)	SPG 13

SPG = Sustainability and production-potential grade

CHAPTER 4: INTEGRATED RURAL LAND USE PLANNING

- 4.1 Considering basic Inputs (edaphic, socio-economic and environmental considerations)
- 4.2 Developing Effective Participative ILUP Development & Auditing Scheme
- 4.3 Organizing, Capacitating, and Engaging Facilitation Actors
- 4.4 Engaging Federal Level Steering Committee (to be considerate of national obligations and responsibilities at policy level)
- 4.5 Engaging the Federal Level Technical Committee (practitioner and academic personel) in the ILUP Process
- 4.6 Engaging Regional-Level Steering Committee In the ILUP Process to to be considerate of regional poicies that deal with obligations , opportunities

Chapter 4. Integrated rural land use planning --- continued

- 4.7 Engaging a Regional Level Technical Committee in the ILUP Process - to
- 4.8 Engaging Zonal ILUP-Facilitation Staffs in zonal-level ILUP Making Process
- 4.9 Building Capacity of Zonal-Level Relevant Staffs for
- 4.10 Building The Capacity Of Regional Level ILUP Implementation Staffs for proper implementation of plans by way of projects
- 4.11 Organizing, Training, and Engaging the Drivers of the ILUP Proces
- 4.12 Avoiding Land Use Conflict through negotiation, suitability priority (economic, social benefit and sustainability index) ranking
- 4.13 Deploying the Integrated planning actors in the process

CHAPTER 5 : Integrated Urban Land-use Planning

- 5.1** Introduction
- 5.2 Objectives
- 5.3 Methods And Approaches
- 5.4 Concept, General Provisions, Principles,
and Considerations

Chapter 5. Preparation of the integrated urban land use planning –continued

5.5 Plan Preparation Process and the plan

5.5.1 The Participatory Process

5.5.2 The planning Implementation Strategy

5.5.3 Capacity Building and Institutional Arrangements

5.6 Targeting social, economic and sustainability targets and

5.7 engaging planning actors and Building trust

5.7 Deciding on plan attributes and conducting actual planning

5.8 Policies and Legal Framework considerations

5.9 Phasing planning Implementation

Chapter 6: Mainstreaming Land-use Implementation Projects into the GTPs For Implementation of the rural and urban ILUPs

- 6.1 Introduction : identification of project ideas that are focused to economic development, social development of the land user, environmental sustainability of the land use for each of the land use types that are finally approved
- 6.2 Developing full-blown bankable project proposals that are economically feasible and profitable, socially acceptable and environmentally viable on each of the project ideas
- 6.3 Implementation of ILUP by way of mainstreaming project ideas/projects that are identified and technically approved to emanate from the each of the many identified land use types for implementation
- 6.4 Preparing project proposal except to be used for solicitation of funds

Few examples of project ideas

1. Aromatic/essential oil production and marketing
2. Biodiversity-related forest protection, tourism, and marketing
3. Aquaculture site development, fish processing, packaging, and marketing
4. Coffee production, packaging and marketing
5. Commercial cereal farming, processing and marketing
6. Commercial forest development, utilization, and log marketing
7. Briquet making and marketing
8. Biosphere reserve protection and use
9. Bio-energy production and marketing
10. Controlled live wild animal taming and marketing
11. Charcoal production and marketing
12. Cemetery development and marketing

Project ideas on which project profiles are to be prepared at the planning period

13. Construction wood production and marketing
14. Controlled hunting and game meat marketing
15. Controlled hunting, organic meat processing, and marketing
16. Fiber crop production and marketing
17. Fishery development and marketing
18. Veneer slicing, grading, packaging and marketing
18. Education infrastructure construction and marketing
19. Environmental ameliorations and environmental tourism
20. Ethno-botany and herbal medicine production and marketing,
21. Organic fertilizer production and marketing -----These may be stratified into several types of minerals available

Few examples of project ideas ----- continued

- | | |
|--|---|
| 22. Large-scale irrigation command area protection and marketing | 28. Natural heritage site protection and development |
| 23. Livestock feed processing, packaging, and marketing | 29. Nectar and other floral part processing and marketing |
| 24. Livestock keeping and live livestock marketing, | 30. Nuts production and marketing |
| 25. Medicinal/pharmaceutical plant production, harvesting, processing, and marketing | 31. Oil prospective and exploitation |
| 26. Mineral mining and marketing | 32. Oilseed crop production and marketing |
| 27. Mud block/brick production and marketing | 33. Oilseed processing and marketing |
| | 34. Hewn square production and marketing for ship docking |

C) Scope and area coverage of the planning attributes

1. Determining the planning units and planning scales for each of the rural and urban land use planning 1:250,000 (regional), and 1:50,000 (zonal and special-Woreda) of the RLUP), and 1:2500 scale for Urban land Use plan
2. Obtaining satellite imageries for current land use/land cover characterization
3. Reviewing the point and line data assembled during the catchment level plans for customized land use type prioritization and collection of additional as needed
4. Studying the inherent characteristics of each land use for suitability (ranked at priority-rank level rated as, optimal, moderate, poor suitability)

Part 2:

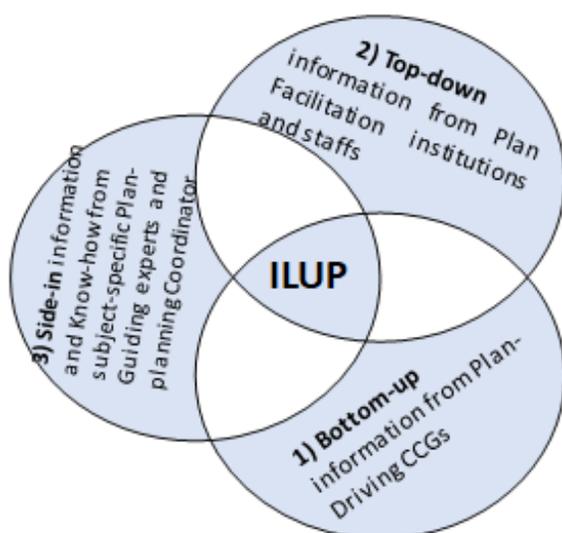
Brief Presentation of Training syllabus and strategy for conducting the Training of the Trainers

A) Training Course outline / syllabus for the TOT

Training Course Particulars (course outline)		Contact hours
Chapter 1.	Course prelims including mobilizing the planning actors	2
Chapter 2.	Organizing and Capacitating the Land Users for Enabling them to Drive the Planning Process as CCGs from the Bottom Up	5
Chapter 3.	Application of GIS as a land-use Planning Tool : a) Land use/land cover analysis 2) prioritization of land use c) assemblage of land use types	6
Chapter 4.	Integrated Rural Land-Use Planning Methodology and Know-How –Expert-guided planning approaches, methods techniques (half –day field work)	6
Chapter 5	Integrated Urban Land-Use Planning Methodology and Know-How	6
Chapter 6.	Producing and Mainstreaming Land-Use Implementation Projects for Implementation of ILUPPI	4
Chapter 7	Elaborations and assignments on Annexes including DSESA	6
Total number of Contact Hours with the trainees (land use planning facilitators)		35

Planning Participant actors and tools

A) Assembling the planning actors



B) Assembling and using a number of Planning tools

1. Determining the planning units and planning scales for each of the rural and urban land use planning (both for Rural and Urban land uses)
2. Obtaining satellite imageries for current land use/land cover characterization
3. Reviewing the point and line data assembled during the catchment level plans for customized land use type prioritization

B) Assembling and using a number of Planning tools --- continued

4. Studying the inherent characteristics of each land use for suitability (ranked at priority levels)
5. Weighing and assigning priority land use type in consideration of its cumulative weighted value in terms of a) guaranteed environmental sustainability, b) economic viability and c) contribution to socioeconomic development
6. Based on scientific, social benefits, environmental sustainability and economic contribution significance, assigning infrastructure plans in line with the finally decided land use

Scope and coverage of the planning attributes ---- continued

7. Weighing and assigning priority land use type in consideration of its **cumulative** weighted value in terms of a) guaranteed environmental sustainability, b) economic viability and c) contribution to socioeconomic development
8. Based on scientific, social up-lifting potential, environmental sustainability and economic contribution significance, assign best option land uses
9. Based on inherent characteristics of each land use type, and in consideration of the growth and transformation agenda expected to be functional at the specific land use type of the planning units, enumerate development agenda of each land use type

Scope and coverage of Planning attributes --- continued

10. In consideration of possible land development project ideas (examples next page) and inherent characteristics of the lands, plan infrastructure plans to be operational at the finally decided planning unit
11. Conduct SESA review and prepare project profiles to be pigeonholed at the most relevant and appropriate implementing institution
12. Conducting comprehensive knowledge and skill development of the planning facilitators and planning drivers (as per the identified land use categories pertaining to the planning unit).

Scope and coverage of the planning attributes ---continued.

13. Orienting and deploying subject-specific land use planning experts for assembling the existing data, enrich with additional -data when necessary and finally guiding and producing suitability-classified and rated land use plans
14. Producing geo-referenced land use plans at least in three prioritized levels (highly--suitable, moderately suitable, and marginally suitable)

Scope and coverage of the planning attributes --- continued.

15. Conducting analysis of subject-specific plan outcomes in a planning studio and deciding on best competing land use alternatives in consideration of comparatively best-fit land use options
16. Producing integrating land use plans that are most suited for the planning unit at the intended scale in written form substantiated with illustrative maps and drawings of intended scale
17. Letting each of experts of each final plan attribute produce implementation project ideas to make the planned land uses contribute the social, and economic benefits on a sustainable basis

Particulars about trainees who will be facilitating training at zonal level

1. Whereabouts of the trainers to be trained -----Please refer to the next two slides. They come from each of the 21 zones and the regional land Use planning Office
2. The trainees to be trained in the TOT must have been trained in the following areas of disciplines subjects. There shall be at least 2 per subject. i.e 32 trainees

1. Sociology	10. Wildlife and tourism
2. Gender	11. Urban land use Plan
3. Agronomy	12. Aqua-culture and Fisheries
4. Horticulture	13. Geology and Surface Mining
5. Forestry development /Silviculture	14. Rangeland/ livestock
6. Forest industries /forest utilization	15. Herbal medicines
7. GIS and remote sensing	16. Environmental protection
8. Ecology and biodiversity	17. Hydrology and water Catchment
9. Soil sciences	

	Training Course Particulars	Contact time	Trainer
		hours	
Chapter 1.	Prelims of on the training manual 2 period	2 periods	Dr. Azene
Chapter 2.	Organizing and Capacitating the Land Users for Enabling them to Drive the Planning Process as CCGs from the Bottom Up	5 periods	Dr. Azene and Mr. kUmera
Chapter 3.	Application of GIS as a land-use Planning Tool -theoretical basis	6 periods	Dr. Gudina and Dr. Azene
Chapter 4.	Integrated Rural Land-Use Planning Methodology and Know-How –Expert-guided planning approaches, methods techniques	6 periods	Dr. Azene & Mr. Kumera
Chapter 5	Integrated Urban Land-Use Planning Methodology and Know-How	6 periods	Ato Melaku
Chapter 6.	Producing and Mainstreaming Land-Use Implementation Projects for Implementation of ILUPPI	4 periods	Dr. Azene
Chapter 7	Elaborations and assignments on Annexes including SESA	6 periods	Ato Mesfin Kinfu
Total number of Contact Hours		35 contact periods	

Training schedule of the TOT by training days and period

Time schedule	Monday 7 March	Tuesday 8 March	Wednesday 9 March	Thursday 10 March	Friday 11 March
8:30 -9:15	Registration & Opening	Recap (10 min) Chapter 3	Recap (10 min) Chapter 4	Recap(10 min) Chapter 5	Recap(10 min) Chapter 6
9:15 -10:00	Chapter 1	Chapter 3	Chapter 4	Chapter 5	Chapter 6
10:00 – 10:45	chapter 1	Chapter 3	Chapter 4	Chapter 5	Chapter 6
10:45 -11:00	Tea break				
11:00 – 11:45	Chapter 2	Chapter 4	Chapter 5	Chapter 6	Chapter 7
11:45 – 12:30	Chapter 2	Chapter 4	Chapter 5	Chapter 6	Chapter 7
12:30 – 14:00	Lunch	Lunch	Lunch	Lunch	Lunch
14:00 – 14:45	Chapter 3	Chapter 4	Chapter 5	Chapter 6	Chapter 7
14:45 -15:30	Chapter 3	Chapter 4	Chapter 5	Chapter 6	Chapter 7
15:30 -16:15	Tea Break				
16:15 -17:00	Daily lessons digest & assignment	Final discussion training evaluation			
Contact Periods	7	7	7	7	7

Training methods: we will follow adult teaching and learning principles

- ✓ Lecture by using PPT presentation
- ✓ Brainstorming, (through case studies)
- ✓ Group work and group presentation
- ✓ Experience sharing (Adama)
- ✓ Demonstration through field visits
- ✓ Reporting on field visit findings and learnings
- ✓ Materials required (PPT projector, flip charts, markers (permanent and non-permanent, white board, cards)

Part 3

Program for training the zonal level Land Use
planning Staffs in Integrated Rural and Urban Land
Use Planning sessions

Professionals to be involved in the Zonal level Training

1. Sociology
2. Gender
3. Agronomy
4. Horticulture
5. Forestry development /Silviculture
6. Forest industries /forest utilization
7. GIS and remote sensing
8. Ecology and biodiversity
9. Soil sciences
10. Wildlife and tourism
11. Urban land use Plan
12. Aqua-culture and Fisheries
13. Geology and Surface Mining
14. Rangeland/ livestock
15. Herbal medicines
16. Environmental protection
17. Hydrology and water Catchment

Trainees that attend the Training on planning – Central Oromia	Trainees Rural +urban)	136	Venue	Schedul
1) North Shewa	17	34	Sheno town,	21 – 26 March
East Shewa	17			
2) South-East Shewa	17	34	Ambo city	4 – 9 April
West Shewa	17			
3) West Harrarge	17	34	Harrarge City	18 – 23 April
East Harrarghe	17			2 – 7 JMay
4) Addis Ababa Zuria	17	17	Ambo city	16 – 21 May
5) Adama City (Urban Integrated Land Use Plan)	17	17	Adama - yCity	6 – 11 June
Total Number of Trainees	136	136		

2 nd Session Training in preparation for planning, South-West Oromia	136	136	venue	period
6) Arsi	17	34	Asela city	20 – 26 June
West Arsi	17			
7) Bale	17	34	Robe city	4 – 9 july
East Bale	17			
8) Guji	17	34	Jugi town	18-23 July
West Guji	17			
9) Borena	17	17	Negele City	1 – 6 August
10) Shashemene City	17	17	Shashemene	15 – 20 August

Trainees that attend the Training on planning ---cont.

West Oromia	144153	153		
11) East Wollega	17	34	Nekemt city	28 August – 03 September
Nekemt	17			
12) H.G. Wollega	17	34	Kelem	12 – 17 September
West Kelem	17			
13) Woliso	17	34	Wolliso city	26 September - 01 October
Ambo	17			
14) Fiche	17	34	Fiche city	10 – 15 October
AdaA	17			
15) Urban planning :Jima City	17	17	Jima city	24-29 October

Training program summary

1. Experts from 17 disciplines, who will all have to come from the regional Land Use Planning office, will be conducted from 28 February to 5 March 2022.
2. The zonal level trainings to be trained by the trainers who are trained by the consulting firm will be conducted in 15 separate sessions
3. The 34 trainees to be trained as trainers of the zonal level staff will train 425 trainees of 17 disciplines that cover 21 zones and three major towns who will be serving as stepping stones for the preparation of integrated rural land use plans of 21 zones and urban land use plans of 21 capital cities of the zones..
4. In terms of planning period, the training which will be conducted in 15 sessions will be conducted from 14 March 2022 until 26 November 2022
5. There will be 17 different professionals who will be involved in the training from each of the 21 zones and the three sample cities
6. The consulting firm hopes that a comprehensive Integrated Land Use Planning and plan implementation will be effectively facilitated upon completion of these training sessions