

Annex 1 - Checklist for Monitoring ToT on Inclusive TVET

Name of TVET College **Adama Polytechnic** Monitored by **Azmera Kebede**
 Number of Regular Trainees with Disabilities..... ..Number of Short-term Trainees with Disabilities **22**
 Number of Trainers with Disabilities **1** Contact Person **Kidane** (0911 965533) Date **May 28, 2018**
 Major TVET Fields of Study Enrolled by Trainees with Disabilities **Weaving**.....

Use this checklist to help monitor the effectiveness of ToT on Inclusive TVET, which was conducted on February 2018. Tick the boxes in the most appropriate column and detail corrective actions taken (Y=yes, N=no, NA=no answer)

No	Checklist Item	Y/N/NA	Comments	Date Checked
1	Existence of commitment among TVET College community	Yes	Enrolled trainees for short term training	28/5/18
2	Has leadership created favorable environment	Yes		
3	Are stakeholders involved in program development, implementation and monitoring	No		
4	Did trainers created awareness of stakeholders (women & youth association& other humanitarian organizations) on inclusion of TVET	Yes	They are starting to work together to mobilize disable youth and women's	
5	Is required level of awareness created among the trainers	Yes	Level of awareness not reached but they have good information.	
6	Has the training increased staff knowledge, attitude and skills	Yes	But still it needs further capacity building	
7	Are planned numbers of participants reached	No	Most of them not get training	
8	Prohibits discrimination on enrolment and employment)	Yes		
9	Existence of employee grievance procedure			
10	Is the signage present, clear and easy to see	No		
11	Is the location of waste bins appropriate	No		
12	Accessibility of TVET College infrastructure	No	Still it is not well accessible	
	• Ramp			
	• Road			
	• Building			
13	Are resources in place			
	• Staff hiring/training	Yes		
	• Budget allocation and access	Yes	They can use from allocated budget	
	• Communication/IT	No		
	• Outside agencies	No		
	• Resource center	No		
14	Inclusiveness of training resource			
	• Curriculum	Yes		
	• JAW	No		
	• TTLM	Yes		
	• Braille	Yes		
15	Is the project implemented on schedule	No	Only some activities like awareness creation, enrollment of trainees etc,	
16	Is there a monitoring system in place	Yes	FTA include in MoE	
17	Are reports submitted on time	No		
18	Is tracer study practiced in the College?	No		
19	Does need assessment undertaken by the College?	No		
20	Challenges		Shortage of material	

Annex 2 - Checklist for Monitoring ToT on Inclusive TVET

Name of TVET College **Entoto Polytechnic** Contact Person Monitored by **Dr. Yekunoamlak Alemu**
 Number of Regular Trainees with Disabilities **80** Number of Short-term Trainees with Disabilities **100**
 Number of Trainers with Disabilities **5** Contact Person **Teshay (0936 833199)** Date - **July 3, 2018**
 Major TVET Fields of Study Enrolled by Trainees with Disabilities - **Automechanics, Hotel, Hairdressing, Leather, Garment, and Fine Arts**

Use this checklist to help monitor the effectiveness of ToT on Inclusive TVET, which was conducted on February 2018. Tick the boxes in the most appropriate column and detail corrective actions taken (Y=yes, N=no, NA=no answer)

No	Checklist Item	Y/N/NA	Comments	Date Checked
1	Existence of commitment among TVET College community	Yes	Many trainers showed interest to join training on sign language & inclusive educ	3/7/18
2	Has leadership created favorable environment	Yes	Leaders found to be highly cooperative	
3	Are stakeholders involved in program development, implementation and monitoring	No	Limited participation	
4	Did trainers created awareness of stakeholders (women & youth association& other humanitarian organizations) on inclusion of TVET	No	Not yet undertaken. Planned to mobilize youngsters in the surrounding Church	
5	Is required level of awareness created among the trainers	Yes	Movement started and 2 round training commenced for 100 trainers & admin staff	
6	Has the training increased staff knowledge, attitude and skills	Yes	Trained people began speaking secrets after taking the sign language training	
7	Are planned numbers of participants reached	Yes	Some dropouts existed	
8	Prohibits discrimination on enrolment and employment)	Yes		
9	Existence of employee grievance procedure	No		
10	Is the signage present, clear and easy to see	No	Not clearly seen	
11	Is the location of waste bins appropriate	No		
12	Accessibility of TVET College infrastructure			
	• Ramp	Yes	But not up to the standard	
	• Road	No		
	• Building	No		
13	Are resources in place			
	• Staff hiring/training	Yes		
	• Budget allocation and access	Yes		
	• Communication/IT	Yes		
	• Outside agencies	Yes	German Church	
	• Resource center	Yes	Not equipped	
14	Inclusiveness of training resource			
	• Curriculum	No		
	• JAW	Yes		
	• TTLM	Yes		
	• Braille	Yes	But no braille student	
15	Is the project implemented on schedule	Yes		
16	Is there a monitoring system in place	Yes	But not effective	
17	Are reports submitted on time	Yes		
18	Is tracer study practiced in the College?	Yes	Most graduates, particularly from leatherfield of study secured job	
19	Does need assessment undertaken by the College?	No		
20	Challenges		There is no special needs education center at the College	

Annex 3 - Checklist for Monitoring ToT on Inclusive TVET

Name of TVET College **Debere Birhan Polytechnic** Monitored by **Dr. Yekunoamlak Alemu**

Number of Regular Trainees with Disabilities **16** Number of Short-term Trainees with Disabilities **1**

Number of Trainers with Disabilities..... Contact Person **Aynachew (0910 768771)** Date - **July 9, 2018**

Major TVET Fields of Study Enrolled by Trainees with Disabilities - **Automechanics, Woodworks, Tailoring, Computer, and IT**

Use this checklist to help monitor the effectiveness of ToT on Inclusive TVET, which was conducted on February 2018. Tick the boxes in the most appropriate column and detail corrective actions taken (Y=yes, N=no, NA=no answer)

No	Checklist Item	Y/N/NA	Comments	Date Checked
1	Existence of commitment among TVET College community	Yes	Particularly the leadership	9/7/18
2	Has leadership created favorable environment	Yes		
3	Are stakeholders involved in program development, implementation and monitoring	No	Limited participation	
4	Did trainers created awareness of stakeholders (women & youth association & other humanitarian organizations) on inclusion of TVET	No	Planned for future	
5	Is required level of awareness created among the trainers	Yes	One week training for 12 participants from the College and the community	
6	Has the training increased staff knowledge, attitude and skills	Yes		
7	Are planned numbers of participants reached	Yes	Some of them offered ToT	
8	Prohibits discrimination on enrolment and employment)	Yes		
9	Existence of employee grievance procedure	Yes		
10	Is the signage present, clear and easy to see	Yes	Not clearly seen	
11	Is the location of waste bins appropriate	Yes		
12	Accessibility of TVET College infrastructure	Yes		
	• Ramp	Yes		
	• Road	Yes		
	• Building	Yes		
13	Are resources in place			
	• Staff hiring/training	Yes		
	• Budget allocation and access	No		
	• Communication/IT	Yes		
	• Outside agencies	Yes	Help person with disability (HPD)	
	• Resource center	Yes	Just started and not well furnished	
14	Inclusiveness of training resource			
	• Curriculum	No	College started inclusive practices on the curriculum by its plan	
	• JAW	Yes		
	• TTLM	No		
	• Braille	Yes	But no braille student	
15	Is the project implemented on schedule	Yes		
16	Is there a monitoring system in place	Yes	More of individual follow-up	
17	Are reports submitted on time	Yes		
18	Is tracer study practiced in the College?	Yes	Most graduates secured job	
19	Does need assessment undertaken by the College?	Yes	Twenty hearing impaired students were found in the high school. Business plan prepared for hearing impaired students	
20	Challenges		No incentive and career structure for trainers of special needs or inclusive educ Capacity limitation	

Annex 4 - Checklist for Monitoring ToT on Inclusive TVET

Name of TVET College **Wolkite Polytechnic** Monitored by **Dr. Yekunoamlak Alemu**

Number of Regular Trainees with Disabilities **43** Number of Short-term Trainees with Disabilities **18**

Number of Trainers with Disabilities **1** Date - **July 10, 2018**

Major TVET Fields of Study Enrolled by Trainees with Disabilities –**Electric - Electronics, Hotel, Garment, Leather, and ICT**

Use this checklist to help monitor the effectiveness of ToT on Inclusive TVET, which was conducted on February 2018. Tick the boxes in the most appropriate column and detail corrective actions taken (Y=yes, N=no, NA=no answer)

No	Checklist Item	Y/N/NA	Comments	Date Checked
1	Existence of commitment among TVET College community	Yes	Particularly the leadership	10/7/18
2	Has leadership created favorable environment	Yes		
3	Are stakeholders involved in program development, implementation and monitoring	Yes		
4	Did trainers created awareness of stakeholders (women & youth association& other humanitarian organizations) on inclusion of TVET	Yes	Awareness raising given for 73 people	
5	Is required level of awareness created among trainers	Yes	One week training for 18 staff members from the College	
6	Has the training increased staff knowledge, attitude and skills	No		
7	Are planned numbers of participants reached	Yes	About 43 trainees admitted (physically impaired did not include visually and hearing impaired students)	
8	Prohibits discrimination on enrolment and employment)	Yes		
9	Existence of employee grievance procedure	Yes		
10	Is the signage present, clear and easy to see	Yes	Not clearly seen	
11	Is the location of waste bins appropriate	Yes		
12	Accessibility of TVET College infrastructure	Yes		
	• Ramp	Yes		
	• Road	No	Muddy and not convenient	
	• Building	No		
13	Are resources in place			
	• Staff hiring/training	No	Only one person	
	• Budget allocation and access	Yes		
	• Communication/IT	Yes		
	• Outside agencies	Yes	Proposal submitted to Catholic Church	
	• Resource center	No	Not yet established	
14	Inclusiveness of training resource			
	• Curriculum	Yes	College started inclusive practices on the curriculum by its plan	
	• JAW	No		
	• TTLM	No		
	• Braille	No		
15	Is the project implemented on schedule	Yes		
16	Is there a monitoring system in place	Yes	With Association for Disabled People	
17	Are reports submitted on time	No		
18	Is tracer study practiced in the College?	Yes	No clear data	
19	Does need assessment undertaken by the College?	Yes	Need assessment was general and not specific to disability. It was also not targeted to feeder schools (grade 10)	
20	Challenges		Physical facility including the roads not conducive and training did not consider visually and hearing impaired students	