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THE REPUBLIC OF UGANDA

**Ministry of Gender, Labour
and Social Development**
P.O. Box 7136
Kampala,
Uganda.

May 30 2022

All Chief Administrative Officers,
All Town Clerks of Cities and Municipalities.

CIRCULAR ON SENSITISATION OF DISTRICT STAKEHOLDERS ON THE PARISH DEVELOPMENT MODEL

You will recall that the Parish Development Model (PDM) was launched by H.E the President on the 26th February 2022 as a strategy for accelerating wealth creation, improving incomes and welfare of subsistence households.

As part of the activities for the rollout of the PDM, the Ministry of Gender, Labour and Social Development (MGLSD), being the lead institution for the Community Mobilization and Mindset Change Pillar shall be cascading the training of key stakeholders on the PDM at District Level. While trainings are ongoing following the Circular, which I issued on the 12th May 2022, targeting Lower Local Governments (Divisions, Sub-counties and Town Councils), this time round the Ministry has planned to undertake District Sensitization workshops. The workshops shall be spearheaded by Hon. Ministers, who have been allocated to respective regions as per the schedule attached. The activity shall be facilitated by the District Community Development Officer while a technical officer from the MGLSD has also been attached to each Local Government to provide technical backstopping.

The purpose of this communication therefore is to guide you on the rollout of the district sensitization as follows:

- 1) All Local Governments are required to organize sensitization of Key District Stakeholders on the PDM. The sensitization workshops are to be conducted at District/City level and shall target **55 people per Local Government**, who will include the following:

a) District Chairperson/ Mayors	1
b) Resident District/City Commissioners	1
c) Chief Administrative Officer/ Town Clerk	1
d) District/ City Speaker	1
e) District Executive Committee	4
f) Heads of Departments	10
g) Executive Committee of Special Interest Groups	36 (9 members each SIG)
h) District Internal Security Officer	1
- 2) The Trainings of the identified stakeholders shall be conducted from the **6th – 15th June 2022** as per the attached schedule
- 3) Different Local Government have been scheduled on different dates and as such the Team Leaders from the MGLSD will contact you for purposes of making adequate preparations.
- 4) The MGLSD shall facilitate the sensitization workshops with lunch/refreshments and allowances for the participants.

- 5) In line with the existing Financial Regulations, payments to participants will be through the e-cash payment modality while funds for meals/refreshment will be paid by the Technical Officer from the MGLSD.
- 6) Upon the execution of the activity, the Technical Officer from the Ministry supported by the District Community Development Officer will submit the names and registered telephone number of participating officers for payment. Please Note that the funds have been processed on the e-cash platform to enable prompt payment.

Here with attached, please find the Programme for the sensitization, schedule for the activity and the resource allocation for each Local Government.

For any technical guidance in relation to the implementation of this activity, please do not hesitate to reach out to Mr. Everest Tumwesigye, Commissioner Community Development and Literacy on email; etumwesigye@yahoo.com Tel: 0772534809.

I look forward to your active participation.



A.D. Kibenge

PERMANENT SECRETARY

Copy: Minister of Gender, Labour and Social Development,
Minister of Local Government,
Ministers of State, Ministry of Gender, Labour and Social Development,
Permanent Secretary, Ministry of Local Government,
National Coordinator-Parish Development Model.