

**Consultancy services for Short- Term Training in Benadir Region.**

**Project Number/ Cost Centre: 17.2185-001.00.**

**Reference No:83416921**

**Monthly Progress Report: July 2023**

**Submitted by**

**Optimal Development and Performance Limited (ODPL)**

**To**



Implemented by

**giz** Deutsche Gesellschaft  
für Internationale  
Zusammenarbeit (GIZ) GmbH

**July 2023**

## Internship Progress

- a. **Structure:** The learners are engaged for five days a week, for eight hours a day. On the first four days of the week, they report to the companies for the on-job component of the training while on the fifth day of each week, they report to the MTVT for review and reflect sessions with their supervisors.
- b. **Supervision:** The learners carry log-books that are signed daily by the supervisors at the company. The school tutors review the log-books on the fifth day of the week at the MTVT. Measures have also been put in place to facilitate instructors to at least pay monthly visits to the companies and have a three-way (Supervisor, instructor and the learner) evaluation of the interns. This will form part of the evaluation criteria for each student as a requirement for successful completion of the course.
- c. **Intern Logbooks:** Jointly with the MTVT, ODP has developed logbooks that contain among other details:
- i. The **weekly report sheets** that they fill on a daily basis to report on the activities performed and on the tools and equipment used. To help them fill in the weekly report sheet, they make reference to their internship programme. They then request the company supervisor to sign the weekly report at the end of each week.
  - ii. An **attendance sheet** that they sign every day and ask their company supervisor to sign at the end of the day.
  - iii. The intern/ trainee **assessment form** to guide them in preparing the post-internship assessment (as shown in the extract below). At the end of their internship, they will make a presentation in front of, at least 2 trainers and if possible, the company supervisor, to report on the activities they have performed and on their internship experience as a whole. In order to get ready for the assessment, we will provide them with information on the assessment criteria and give some hints on the types of questions they may be asked.

### Criterion 1: Technical Competence

- Can you summarize the main activities of your internship?
- What equipment did you use during this internship?
- What activities planned in your internship programme you did not do? Why?

The answers and the supporting documents show that the trainee has accomplished most of the internship programme (2/3 of the curriculum specific competencies) to the best of his ability.	<input type="checkbox"/> Completely satisfying (20)	<input type="checkbox"/> Sufficient (15)	<input type="checkbox"/> Insufficient (0)
The answers and the supporting documents show that the trainee was able to adequately perform job routines and to adequately use tools and equipment.	<input type="checkbox"/> Completely satisfying (10)	<input type="checkbox"/> Sufficient (5)	<input type="checkbox"/> Insufficient (0)

### Criterion 2: Attitudes

- What difficulties/challenges did you face during your internship? How did you resolve them?
- What attitudes do you think you improved during the internship?
- What activities did you do well? What did you not do well? What do you still need to improve?

The answers show that the trainee demonstrated initiative and is able to identify his/her strengths.	<input type="checkbox"/> Completely satisfying (10)	<input type="checkbox"/> Sufficient (5)	<input type="checkbox"/> Insufficient (0)
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### Criterion 3: Quality of work

- Among the tasks you realized, describe in detail one of them and how you completed it.

- What was your clients/colleagues/supervisor feedback regarding this work?
- During your internship, did you complete all the tasks you were given? If not, why?

The answers show that the trainee performed quality work.	<input type="checkbox"/> Yes (5)	<input type="checkbox"/> No (0)
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**Optional questions:**

- What new activities did you do?
- What did you find interesting? And what is your career plan?

**Supporting documents for assessing the intern/trainee during the interview:**

- Weekly report sheet
- Attendance sheet
- Company supervisor internship evaluation form
- Trainer company visit form

iv. The intern **self-assessment sheet**, which assesses their satisfaction with the internship period as shown in the extract below.

**Were your expectations met during the Internship?**  All  Some  Very few  None at all

**How did Internship help increase your knowledge, skills and attitudes as a student? Please tick one or more.**

- It sharpened my skills through consistent hands-on activities.
- It oriented me on the transition from school to work setting.
- The working environment inspired me to practice work ethics in my daily tasks.
- Others: \_\_\_\_\_

**Did you encounter any of the following conditions in your workplace? Please tick the applicable items.**

- Lack of safety measures.
- Poor communication and social relationship with work mates.
- Inadequate tools and equipment supply.
- Lack of supervision and help from others.
- Unclear job description;
- Tasks given were not related with my area of training.
- Lack of opportunities for professional growth.
- Failure to see dignity and value of work.
- Lack of work ethics (i.e. gossip, indiscretion, abuse of benefits, privileges, etc.)
- Lack of sense of morality among work mates
- Other conditions: \_\_\_\_\_

**Did your Trainer or School Manger/ Liaison officer monitor and address your internship-related concerns?**

**In-Company**

- Always
- Sometimes
- Very Rarely
- Never

**In TVET School**

- Always
- Sometimes
- Very Rarely
- Never

**What are the situations you liked most in Internship? Please tick one or more**

- Applying my theoretical knowledge in practice
- Conducting similar tasks like a regular worker
- Forming camaraderie with my workmates and gaining learning experiences from them
- Others (please name them) \_\_\_\_\_

**In general, rate your internship experience and support your rating with a brief explanation.**

- Excellent       Very Good       Sufficient       Fair       Poor
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**General comments or suggestions:**

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**d. List of Internship Companies**

<b>TYPE OF PROFILE</b>	<b>NAME OF COMPANY</b>	<b>CONTACT PERSON</b>	<b>LOCATION</b>	<b>TELL ADRESS</b>	<b>EMAIL ADDRESS</b>
<b>Renewable Energy</b>	Blue Sky Energy Company -1 (BSE)	Abdullahi Ahmed Mohamed	Bulahubey Wajir District	615869361	<a href="mailto:Abdalla30k@gmail.com">Abdalla30k@gmail.com</a>
	Blue Sky Energy Company -2 (BSE)	Yahye Abdulkadir Tahlil		615662291	<a href="mailto:yaxyeyare888@gmail.com">yaxyeyare888@gmail.com</a>
<b>Media Design</b>	DG Enterprise Video Editing and photo graphic.	Abdiladhif Muse Ahmed.	Bulahubey Wajir District.	615535452	<a href="mailto:Dgexpressphoto10@gmail.com">Dgexpressphoto10@gmail.com</a>
	GARAADSO- 1	Abdirahman Sayid Mohamed	Tree Piano Waberi District.	615925394	<a href="mailto:Center@garaadso.so">Center@garaadso.so</a>
	GARAADSO - 2	Abdirahman Sayid Mohamed	Bakaaro Waberi District	615384768	<a href="mailto:Info@garaadso.so">Info@garaadso.so</a>
<b>Welding and Metal fabrication</b>	Hadiid Industries Group	Eng Abdihakim Mohamed Ismail	Digfeer street, Mogadishu Hospita; Kalkaal	61 5111400	<a href="mailto:Hadiidmidnimo@gmail.Com">Hadiidmidnimo@gmail.Com</a>
	Farsamada Alxanka ee Maashaa Allah	Eng Sheik Nur Abdulkadir Sheik	Isgooska Baar Ubax	615632396	<a href="mailto:bilcaan@gmail.com">bilcaan@gmail.com</a>
	MURUQMAAL WORKSHOP	Mohamed Ibrahim Mohamed	Argada Deynil District	615582960	<a href="mailto:ustadzaki@gmail.com">ustadzaki@gmail.com</a>
<b>Auto mechanic</b>	IIMAN GERENAR METAL WORSHOP	Ahmed Hussein Iiman	Taleh/Ileys Academi Hodan District	615420621	<a href="mailto:Xassana28@gmail.com">Xassana28@gmail.com</a>

<b>Plumbing and Pipe fitting</b>	ISAF WATER SUPPLY COMPANY	Abdi Adam Mohamed	Bulahubey Wadajir District	615929548	<a href="mailto:Ahmed4mow@gmail.com">Ahmed4mow@gmail.com</a>
<b>Plumbing and Pipe fitting</b>	BIYO GELINTA IYO KIREENTA QALABKA TUBOOYINKA EE WALAAKLAHA	Mohamed Tohow Ahmed	Suuqa Wadajir Wadajir District	615906907	<a href="mailto:dayahaden@gmail.com">dayahaden@gmail.com</a>
<b>Supervicer</b>		ABdulkadir Mire Berey	All Mogadishu	615115971	<a href="mailto:bakemire1@gmail.com">bakemire1@gmail.com</a>

**e. Sample photos of illustrating internship sessions in progress in the various profiles**



*1. A tutor from MTVT during a visit to Car Mechanics Interns*



*2. Media and design interns listen to company supervisors*



*Media and Design Students in covering proceedings*