

**ACP-EU Development Minerals Programme
Implemented in partnership with UNDP**

Programme Partners:



Implementation Partner:



**INTERNAZIONALE
MARM E MACCHINE
CARRARA SpA**

REGIONAL TRAINING WORKSHOP ON QUARRY MANAGEMENT OF DIMENSION STONES AND CONSTRUCTION MATERIALS

IMM Training Center, Carrara (Italy), 15-20 June 2016

RETURN TO WORK (RTW) PLANS

An initiative of the African, Caribbean and Pacific Group of States, financed by the European Union and United Nations Development Programme, and implemented by UNDP.



I. RETURN-TO-WORK PLANS

Return to Work projects are a valuable mechanism for workshop participants' personal and professional development. As part of your sponsorship, you are required to develop a return-to-work plan on a project you will undertake on your return, applying the knowledge and skills gained from workshop to influence change.

Periodic follow-up on the progress of implementation of the plan will be undertaken by UNDP, with the first update expected at the 2-month mark, in **August 2016**. A subsequent follow-up in **February 2017** will be undertaken and periodic follow-ups thereafter.

II. REPORTING STRUCTURE FOR RETURN-TO-WORK PLANS

To facilitate ease of reporting and follow-up on your return to work project, the structure below outlines the key project elements that need to be covered in the reporting. **Please submit a draft Return to Work Project (RWP)** using the structure provided below.

GENERAL INFORMATION
Name(s): Leighton Williams
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Brief Description of the project: There exists a rural community in a parish called St. Catherine which is largely dependent on agriculture. There exists 20 million tonnes of limestone with dimension stone potential. The intent is to diversify the earning potential/ income generation of the community through the development of this resource.
Expected Outcomes: The development of a business plan which will outline the feasibility of this project showing how local citizens can be trained to extract and craft the material into products for sale (tiles and craft items) as well as how others may be trained to market these products to the construction and tourism industries.



- **Expected Outputs:** There will be the need to conduct and collate information on the financial, human and monetary resources required to develop this plan
- **Establish a liaison within the community which will facilitate the formation of a group which will act as the main focal point of this project**
- **Meet with stakeholders and who can facilitate the training of personnel in extraction, processing and marketing and possibly business management**

Please describe how you plan to implement the return to work project: (outline key partnerships and collaborations across sectors in your country as well as any joint collaboration with other countries)

- **Conduct research on the internet, through liaising with funding agencies, Public and private sector stakeholders**
- **Through meetings , calls and emails**
- **Identify challenges posed to health & safety in the development of this project based on past workings in the community**
- **Establish ways to better communicate with environmental groups (GOJ/quarry operators/communities) to ensure that the rights of all stakeholders are respected.**
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What indicators of success will you employ? (include indicators of success that go beyond activity-level implementation)

The production of a business plan (document) which will outline satisfactorily the viability of this project

The establishment of this focal group (format to be determined)



What other strategic opportunities have you identified that will contribute to the success and sustainability of your project? (include linkages to sub-regional and regional agenda)

The buy-in of important strategic stakeholders such as environmental groups

The assistance of the PIOJ (Planning Institute of Jamaica) the foremost planning agency of the Government of Jamaica

The establishment of linkages between the community and tourism interests

What aspects of the training will be most useful in implementing your project? Explain

The paper presented on the development of quarry plans which reveal a myriad of resources which need to be taken into account

Paper titled: Quarry Design for a more sustainable quarrying sector

The necessity for codes and standards

What are your future plans? (Include any additional capacity building needs for your professional development that you have identified during the course of the workshop).

Establish cross- sectoral linkages between various stakeholders at a level at which I can influence the development of mineral based cottage industries in Jamaica

Improve my knowledge in the commerce and marketing aspects of quarry operations

ACTION PLAN



Period	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7
Activities							
Activity 1: Information Gathering on establishment of cottage industries	Conduct research	Collate information			Research funding agencies requirements		
Activity 2: Determining and meeting with stakeholders		Liaise with community members	Liaise with some stakeholders	Liaise with stakeholders	Research information on funding and training possibilities		
Activity 3: Formation of community working group				Establish (based on consultations)) the appropriate community based structure necessary to drive this project			
Activity 4: Preparation of draft proposal					Incorporate information from Activities 1& 2 in draft proposal plan		
Activity 5:						Finalisation of development plan	Present development plan
Etc.							

III. SUBMISSION DATE OF THE DRAFT RETURN-TO-WORK PLAN



The draft Return to Work plan is due **by Monday 11 July 2016** and should be sent to: Daniel Franks (daniel.franks@undp.org)

