



ANNUAL REPORT

2021-22

CEF – CHARACTER EDUCATION FOUNDATION ISLAMABAD

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Character Education Foundation

Annual Report for year 2020 – 2021

Chairman's Message

Dear stakeholders.

It is with great pleasure that I present to you annual report of Character Education Foundation for the year 2021-22. Our organization is dedicated to promoting Quran education and character building, and we are proud to report that we have made significant strides towards achieving our goals over the past year.

Our focus on Quran education has been at the forefront of our efforts. We have been working tirelessly to make Quran education accessible to as many individuals as possible, regardless of their background or circumstances. Our efforts have led to the establishment of Quran education centers, where we provide quality education to students of all ages and provide training opportunities to teachers. Through these centers, we aim to instill in our students a deep love and appreciation for the Quran, and a strong desire to live their lives according to its teachings.

In addition to Quran education, character building is also an integral part of our organization's mission. We believe that it is important to develop strong character traits such as honesty, integrity, and kindness, in order to become responsible and productive members of society. To this end, we have developed various character-building programs that focus on developing these important traits in our students.

We are pleased to report that over the past year, our efforts have borne fruit. Our curriculum has been endorsed by Federal, provincial and AJK government. We have seen a significant increase in the number of students enrolling in our Quran education centers, and we have received positive feedback from parents and students alike about the impact of our character-building programs. We are proud of the progress we have made, but we also recognize that there is still much work to be done.

We would like to take this opportunity to express our gratitude to our stakeholders, including our donors, volunteers, and staff. Without your support, we would not have been able to achieve the success we have experienced over the past year. We are committed to continuing our efforts to promote Quran

education and character building, and we hope that we can continue to count on your support in the years to come.

Thank you for your continued support.

Sincerely,

Mehmood Ahmed

Chairman, Character Education Foundation

INTRODUCTION OF ORGANIZATION

History

Character Education Foundation (CEF) was established to endow quality education, especially pertaining to Quranic teachings and character education, among different schools, colleges, educational institutions and organizations in the country.

Established in January 2016, Character Education Foundation (CEF), is a not-for-profit, independent, non-political, non-sectarian organization in Pakistan. Incorporated in July 2019, under Section 42 of the Companies Act, 2017, with the Securities and Exchange Commission of Pakistan (SECP), headquarter at Islamabad, CEF has sub offices/focal persons in Karachi, Lahore, Peshawar and AJK respectively. It runs three key programs: 1) Quran Education, 2) Character Education and; 3) Community Education with the help of 225 fulltime staff.

Vision

"BUILDING THE BRIGHT FUTURE OF PAKISTAN"

Mission

"Establishment of a prosperous society through character building of the new generation in the light of the Quran and Sunnah."

Founder Chairman

Mr. Mahmood Ahmed

President

Prof. Dr. Javed Iqbal

Legal Standing

Registered with SECP as a not for profit company under section 42 of the companies Act, 2017.

Accreditation

Currently Pakistan Center for Philanthropy (PCP) certified CEF as an excellence in three services areas e.g., in the areas of internal governance, financial management and program delivery.

Agreements

CEF-Character Education Foundation signed partnership agreements with Federal, provincial and AJ&K public and private institutions for the provision of services in areas of curriculum development and teachers training for Quran education. Following are the key stakeholders:

- 1- Federal Directorate of Education Government of Pakistan
- 2- Ministry of Education Government of Azad Jammu & Kashmir
- 3- Islamia University Bahawalpur
- 4- Abdul Qadeer Khan School Systems
- 5- Read & Write Karachi
- 6- Bathak schools system Pakistan
- 7- Army Public Schools

No Objection Certificates (NOCs)

As per country laws it is mandatory for every organization and publishers to get NOCs from the relevant authorities for publishing the curriculum across the country. As a result of continuous efforts for curriculum development and quality services towards education and nation building, CEF-Character Education Foundation is succeeded in getting NOCs from multiple departments of Federal and Provincial government of Pakistan for curriculum development and supply of books under their jurisdictions. CEF-Character Education Foundation has NOCs in hand from the following governing bodies:

- 1- Punjab Text Book Board
- 2- AJ&K Text Book Board
- 3- National Curriculum Council
- 4- DCTA KPK

Intellectual Property Rights:

For copyright protection, all creative writing and art work has been registered with the Intellectual Property Organization of Pakistan.

Board of Directors:

No Name Role	
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1.	Mr. Mahmood Ahmed	Director and Chairman	
2.	Dr. Javed Iqbal	Director and President	
3.	Mr. Muhammad Khalique	Director	
4.	Mr. Qanit Khalilullah	Director	
5.	Mr. Syed Noaman Asar	Director	
6.	Mr. Syed Saad Ali	Director	
7.	Brig. (R) Zakir Hussain	Director	
8.	Ms. Ghazala Nadeem	Director	
9.	Dr. Hafiz Sohaib Zafar	Director	
10.	Mr. Inam ul Haq Masoodi	Director	
11.	Ms. Humaira Mahmood	Director	
12.	Ms. Zainab Asif	Director	
13.	Dr. Kashif Shaikh	Director	

BRIEF INTRODUCTION

INTRODUCTION OF CHARACTER EDUCATION FOUNDATION

Character Education Foundation (CEF) began operations in January 2016 as a project of the Association For Academic Quality (AFAQ) to conduct preliminary research and inclusive analysis on Quran education among the nation of Pakistan. CEF-Character Education Foundation registered as a not-for-profit, independent organization in July 2019 while continuing research and development to design a Quran Education syllabus. Following years-long efforts, CEF has successfully developed a curriculum of Nazra Quran (text books from K.G. to class 5) and understanding of Quran (from Class 6 to 8) (from class 6 to 10) at school level; and now organization is in process to develop the books from Grade 9 to 12 (11 to 12). CEF also developed the resource materials including training and audio-visual aids.

Today, over Five million students belonging to 5,200+ private schools (including Army Public Schools and Bahria Foundation Schools) and government schools (including Federal, KPK, and AJK) are benefiting from the learning of Nazra Quran and Understand Quran programs of the CEF. Government of Khyber Pakhtunkhwa (KPK) adopted Nazra Quran books of the CEF in 2017 and introduced it at more than 29,000 primary level schools, catering to 3.9 million students up to grade Four (gradually increasing to next grades). Federal

Government of Pakistan introduced its remarkable initiative called SNC 2020, "Single National Curriculum". CEF has developed 5 Model Textbooks of Nazra Qur'an for grade Pre 1 to 5. Federal Ministry of Educational and Professional Training implemented these Books in Islamabad Model Schools administered by Federal Directorate of Education (FDE).

AJK Government had passed Compulsory Teaching of Holy Quran 2020 and subsequently AJK TBB launched call for Books development. CEF successfully defends its work and has developed Nazra Quran Books for Grades Pre 1 to 5 and Fehm ul Quran Books for Grade 6 to 8, however subsequent grades books are in development process and will be introduced in next academic session accordingly. CEF collaborated efforts to achieve target of Punjab Compulsory Teaching of Holy Quran Government of Punjab introduced new amendment in Quran teaching bill 2018, and made it compulsory separate subject.

• CEF PROGRAMME

QURAN EDUCATION PROGRAM:

Introduction

Quran Education Program emphasizes on a comprehensive curriculum development for learning Tajweed-ul-Quran with proper phonics and blending of sounds. It works to build a clear understanding of Quran in educational institutions, organizations and communities.

Why Qur'an Education is Important? Quran is a complete code of life and it is our religious and moral duty to get maximum benefit from it in our lives. Our main responsibility towards this Holy book is to read it correctly, understand it and spread its message among others.

Everyone can learn and teach Quran in his own way. The main concern should be not letting its spirit fade away. It can only be done by proper teaching with phonics and blending of sounds. For this reason, CEF has worked on developing a structured curriculum for Quranic education.

TPI Method (Total Physical Interaction): A research-based technique of Total Physical Interaction (TPI) for teaching Quran with actions and expressions.

- High frequency Vocabulary method is to teach most frequently used words first.
- Teach similar & root words together through basic
- Grammar and linguistic laws.
- "Phonics of alphabet is focused instead of conventional sequence and pronunciation.

Quran Education for Schools is developed focusing the following characteristics

- Shortest duration course to understand most of the Qur'an
- 100% Qur'anic Arabic covered with Tajweed
- Curriculum is designed for KG-Matric classes

READ QUR'AN (Junior Level): We start educating primary classes i.e. KG to 5. In classes KG to 5 the whole Nazirah Qur'an will be completed by reading in classes while applying all the rules of Tajweed.

READ QUR'AN (Senior Level):

UNDERSTAND QUR'AN: For Secondary classes, we have designed our course to teach high frequency words with Grammar and TPI, so in first 3 classes i.e. VI, VII & VIII the student will learn and understand 85% of the Qur'anic words with Namaz, Duas and two Paras with understanding. In classes IX till XII, the Student will go through the whole Qur'an with understanding and 4 aspects in each Aayat.

4 ASPECTS CONSIDERED FOR EACH AAYAT

- 1. Prayers (Dua)
- 2. Self-assessment
- 3. Plan for implementation
- 4. Preaching to others

Learning Resources

TAJWEED POEMS: To make better understanding of each word's pronunciation and memorizing it in order of Makharij (point of articulation), we developed Tajweed poems in all regional languages of Pakistan, exhibiting TPI as well as a poem demonstrating Makharij with animation.

VIDEO TUTORIALS: Through video tutorials we target that segment of society which we cannot reach to physically. These tutorials aim to transfer comprehensive yet concise training through our experienced trainers. So as a

part of the learning process, we made several live tutorials and short animated clips for the teachers and students.

Teacher's Manual: is designed to provide correct direction to the teachers with introductions, framework, activities, and other supplemental material to help lead the class effectively. We have included activities, discussion questions and key vocabulary at the end of each chapter for facilitation.

Model Paper Practices: We have introduced model papers practice system to learn things with focus. The research shows that the exhaustion before exams can be reduced by solving more and more model papers for better preparation. These papers help schools and teachers to devise exams strategy as per their need.

Quran Education for Elders:

UNDERSTAND QUR'AN (level I): This is 19 hours course which covers the understanding of 50% words of the Holy Qur'an using TPI (Total physical Interaction) and High Frequency words of selective Surahs.

UNDERSTAND QUR'AN (level II to V): This is 80 hours course which covers 100% words of the Holy Qur'an along with complete understanding of Holy Qur'an Through recitation of half PARA per session.

4 ASPECTS CONSIDERED FOR EACH AAYAT

- 1. Prayers (Dua)
- 2. Self-assessing
- 3. Plan for implementation
- 4. Preaching to others

RESEARCH AND DEVELOPMENT:

Research and Development Department of the Character Education Foundation (CEF) developed 49 textbooks titles along with the relevant teachers training manuals as per the needs of the students and teachers as per their grades or levels. These books are developed as per revised curriculum of Quran Education, and Signal National Curriculum 2020.

1. Nazra Quran for Asan Quranic Tajweed designed for the beginner level to teach phonics, Basics of Arabic Language, and introduction of high

- frequency words along with direct recitation of Quranic Verses with applied methods techniques.
- 2. Nazra Quran for Grade Pre1 to 2 build basic capacity of phonics and blending of words with two Paras of Holy Quran.
- 3. Nazra Quran for Grade 3 to 5 focused to build advance skill to recite Quranic verses fluently and complete Quranic Paras till end of grade 5 with Tajweed.
- 4. Fehm-ul-Quran designed for grade 6-8 (6-10) classes' students with introduction to the grammar rules, along with learning of vocabulary words and understand the meanings of Quranic text.

Training modules are designed to train the teachers by conducting 1-day, 3-day, or 5-day training session on effective communication between the students using learning books and mobile applications. The support and modules include following features included and in future developments.

- Teachers Training
- Free Quran Courses
- Model Lessons
- Lesson Plans
- Mobile App Support
- Interactive Learning
- Poem Videos

- Model Classes
- Video tutorials
- Animated tutorials
- Miscellaneous short videos

The department of Research and Development is continuously in progress of developing new curriculum for Quran Education including mobile application for Nazra Quran and Feham ul Quran.

Implementation:

AJK Project

The government of Azad Jammu & Kashmir has implemented 100% curriculum of CEF in AJ&K. CEF is providing volunteer services for capacity building of the teachers through training and awareness sessions. Character Education Foundation is continuously working on development of teacher and support team to ensure quality of Quran Education in Schools and institutions. Various steps taken to enhance skills of prospective teachers of Nazra Quran and Fehm ul Quran. CEF delivered 129 and 284 training sessions for Nazra Quran for government and private schools respectively. For understand Quran CEF team has delivered 98 and 129 training sessions for government and private institutions respectively.

Hifz with Understanding:

A unique curriculum is developed to memorize the Holy Quran with understanding. This is a 3 year Hifz program with Understanding of the Holy Quran. Students after passing their 5th grade can enroll for the program. Students complete their Hifz in 3 years with their formal education from grade 6 to 8.

36 Students were enrolled in three batches. In one year students have completed Nazra Quran with Tajweed, Fehm ul Quran Level I to V and have memorized One Para. Along with Quran education the selected students are provided with the extra-curricular activities, personality development workshops and study tours.

Quran Education Center (Behria Phase 8):

The Quran Education Center is a unique opportunity to learn Quran for local and surrounding residents of Behria Town Phase-8. The center is administered by a Principal, one Community Mobilization Officer, and 8 Quran Teachers. 140+ student are learning tajweed and Nazirah Ouran in the Center.

Khurram Murad Memorial Academy:

CEF has established an academy in October 2017 named Khurram Murad Memorial Quran Academy at Tehsil Dhirkot of District Bagh AJ&K. The primary focus of this academy is to provide decent facilities to girls and women of this remote area for the provision of Quran Education with understanding. Academy offers free courses along with boarding facilities to school and college female students and adults. Academy offered 6 courses for understand Quran which benefitted 165 individuals and 12 courses for Read Quran which benefitted 220 individuals during the year 2021-22.

CHARACTER EDUCATION PROGRAMME:

Character Education Program strives hard to formulate and produce a curriculum which is based on ethical values propagation. It is done through character development initiatives involving activities related to child's social and spiritual development. We build child's academic and social capabilities and ultimately create reflective and creative personalities in line with the Islamic teachings and ideology of Pakistan. We intend to prepare children having clear minds or a meaningful life, keeping in view their roles and responsibilities in this world.

"Blessings" (Hasana) in the world hereafter would be based on our actions in this world. However, we perform here would have a consequence in the life hereafter. We have to face for whatever the good or bad we do in this world. So, Hasana in this world is essential for polishing our eternal life. This is one of the main teachings we endow the children with through our character education program.

Hasna Self Development Model introduced, having, 6 most Influential sides of the life of students. These important aspects include the teacher, curriculum, co-curricular activities, parents, scouting organizations and media. We work to provide applicable and targeted solutions for filling the gaps in these areas which children to build the desired qualities in their characters. We believe that if the collective efforts are not done in these six areas simultaneously, then it will be very difficult to build the character of students effectively.

CEF's team prepared a holistic model that inculcates core values in the personalities of Pakistani students. These sessions are conducted with teachers, Islamic scholars, parents, educationists and psychologists. These consultation meetings succeeded in building "Hasana Self Development Model (HSDM)" with the blessing of ALLAH Almighty. The word Hasana infect refers to our vision of life. (Rabbina Aatina Fiddunniya Hasana wafil Akhira)

HASNA SELF DEVELOPMENT MODEL (HSDM): This model aims to polish 25 core aspects of a personality through integrated education and friendly environment by developing 8 skills of 21st century.

IMPLEMENTATION STRATEGY: Hasna Self Development Model introduced 6 most Influential sides of the life of students. These important aspects include the teacher, curriculum, co-curricular activities, parents, scouting organizations

and media. We work to provide applicable and targeted solutions for filling the gaps in these areas which children to build the desired qualities in their characters. We believe that if the collective efforts are not done in these six areas simultaneously, then it will be very difficult to build the character of students effectively.

Beneficiaries of Courses and Trainings: Following are the beneficiaries for the Character Education Programme

- Parents
- Students
- Teachers

- Administrators
- Counselors

Activities conducted to bring desired outcomes

- Poems, stories, book reading
- Debate competitions and speakers' forums
- Creative writing forums
- Scouts societies for males and females separately
- National/Intl. days celebrations
- Awareness Campaigns
- Animated tutorial videos on Social Media
- Parents and Teachers training and counseling courses
- Other subjects' integration with the character development curriculum

Five Domains of Character Building under HSDM:

- **5 VALUES:** These 5 values build the whole personality of a child which the parents wish to see and which is equally important to develop a nation.
- **5 HABITS:** Our curriculum develops and nurtures good habits in the lives of the children to make them a responsible and successful citizen of the society.
- **5 ATTRIBUTES OF KHUDEE:** Character education curriculum revitalizes child's behavior towards self-improvement in the form of "Khudee". Khudee tends to develop 5 main attributes of self-accountability.
- **5 SKILLS:** Character education course creates and polishes a child's ability in few basic skills to perform better in every aspect of life. It accesses to the demonstration of skills like communication, research, decision making, planning and organization.
- **5 ROLES & RESPONSIBILITIES:** Character education course connects the children with the sense of responsibility enabling them to get right approach at every stage and play a vital role being a Muslim, Pakistani, Family member and individual. Fifth domain of rights and responsibilities contains the acknowledgement of the rights and responsibilities which a person has to deliver. These rights are the rights of Allah and Prophet (PBUH), rights of own self, family, relatives and society.

Research and Development

The research and development department under character education program is a specialized unit within CEF that focuses on developing and implementing effective strategies to promote positive character traits in individuals. The primary goal of this department is to conduct research and develop innovative programs, materials and curricula that foster the development of ethical, moral and social values among the students. The research and development team has brought following innovations for the character building of the students:

- A research-based story book Titled "آؤ بیتهو سنیں کہانی" has developed for the students.
- Formation of character education learning outcomes

- Development of students' assessment diary which helps the students to assess them daily and monthly bases.
- Writing of poems
- Developed campaign strategies for social work
- Developed club manuals and word book for students
- Developed books on Serat un Nabi (SAW)
- Designed Character Education PPTs for Middle and High schools
- Developed Serat un Nabi (SAW) books for National Serat Authority
- Developed Serat un Nabi (SAW) teacher manual for National Serat Authority
- Developed Character Education Lessons for Primary Classes:
- Developed Serat Anbiya books

Implementation

Character Education Department started the implementation of HASNA child development model for the valuable contribution towards the society for character building of the students. Program is in piloting phase so following initiatives has taken during the year 2021-22:

- Signed Memorandum of Understanding with selected schools for piloting
- Conducted workshops on the topic of Islamic Education System for schools.
- Conducted workshops for administrative heads on the topic of Clubs instead of Classrooms
- Conducted Introductory session for teachers on HASNA Tarbia Model
- Conducted workshops on the topic of **Purpose of Life**.
- Conducted Introductory session for parents on HASNA Tarbia Model
- Conducted baseline survey
- Formation of speaker and writer clubs
- Practicality of Assessment Diary in schools
- Feedback session and reports from the clubs
- Feedback session and reports for assessment diary

COMMUNITY EDUCATION PROGRAM:

Community Education has emerged as a new arena in CEF's organizational structure after the successful excursion of Quran and Character Education. CEF envisages community education a very vital initiative in our endeavor of nation building on golden principles originated from religious, cultural and social values. The organization is certain that idea of nation building cannot reach at the fruitful end without instigating community education in our developmental ideology. Presently, CEF is piloting the community education program in some geographical units and this has boasted the confidence of the organization to scale up community education in whole of Pakistan. Community Education program revolves around the three core disciplines, i.e. education (formal and non-formal), health and hygiene and economic empowerment. There are three main component of the community education program i.e. Community Education, Middle Program and parenting.

Community Education:

Community education program is a comprehensive program that include adult education, vocational training, workshops on specific topics such as financial literacy, health and wellness. The goal of these program is to promote personal growth, social development and economic opportunities by providing access to knowledge, skills and resources that can improve the quality of life of community members. Program also plays a crucial role in strengthening communities by promoting social cohesion, fostering relationship between community members and encouraging community engagement. CEF has initiated following initiatives around community education component:

- Conducted a community survey at Potha Shareef in Murree.
- Conducted 10 workshops in "Islamic Education System".
- Conducted 10 workshops on "Purpose of Life"
- Conducted workshops on the topic of "Club instead of Classrooms".
- Research on Model village entrepreneurship education and Student quality circles.

Middle Program:

Character Education Foundation is working to develop curriculum in accordance with the Single National Curriculum to educate the communities. For this purpose, CEF is working on following areas:

- Science project
- English project
- Preparation of educational achievements in a short period of time.
- Research and development on learning outcomes.

Parenting:

Parenting refers to the process of raising and nurturing a child from infancy to adulthood. It involves providing emotional support, physical care, and guidance to help children develop into healthy, happy, and well-adjusted individuals.

Parenting encompasses a wide range of activities, including providing basic needs such as food, shelter, and clothing, providing emotional support and encouragement, setting boundaries and rules, teaching social skills and values, providing educational opportunities, and helping children develop a sense of independence and responsibility.

Character Education Foundation has initiated following activities for parenting under community education program:

- Preparation of parenting training sessions
- Preparation of manual for teacher training on the topic of Effective parents, effective children".
- Formation of a book titled "parent-child relationship" for training lessons for parents.

DEPARTMENT PROGRESS

SALE AND MARKETING DEPARTMENT

Quran Education in educational institutions and through societies being managed under Sale and Marketing Department. In reporting year, department established its wings and sections to operate and achieve optimum efficiency in outputs.

The outreach of Character Education Foundation is gradually increasing throughout the country. This year CEF reached up to 9382 schools and the number is increasing continuously. Sales and Marketing department of CEF delivered training to 33676 teachers including men women and schools' administrators. During the reporting year 17432 females, 9292 males and 6952 schools' teachers participated in trainings.

The circulation of books is also increasing gradually as compared to the previous year. Character education Foundation published 2298615 books during the reporting year. CEF targeted government, private and chain schools for the distribution of books.

RESOURCE DEVELOPMENT DEPARTMENT:

Resource Development Department covers two areas of a) Fundraising and b) Donor Relations. During the reporting year the department team holds meetings with community leaders, philanthropists and academia to introduce CEF vision and objectives. The focus of the department is to generate resources for the implementation of programs under the organization.

Resource development department generated donation of 53 million during the reporting year. Out of 53 million 50 million donation was generated under Quran Education General Fund, 1.2 million generated under Quran Education Centre and 2.3 million generated as Zakat and Sadaqah. The number is gradually increasing as compared to the previous year.

MEDIA DEPARTMENT:

Media department of CEF is striving efforts to spread the knowledge of Quran to reach maximum people of the country. The team also increased in-house production capacity by acquiring necessary equipment as well as available human resources to be used for video content development. The following video lectures were shared through social media plat forms. During the year following activities was conducted:

- Online competition for school children (National songs)
- Competition on Iqbal poetry for school children
- Bang-e-Dara Program- Presented by Ahmed Hatib Siddiqui
- Recorded video lessons for Nazra Quran (1st and 30th para)
- Children character animation-Titled "Achi baat"
- Effective Ramadan Series-Presented by Dr. Sohaib Zaffar
- Ramadan Special Series-Presented by Aamar Mehboob
- Healthy Ramadan-Presented by Dr. Javaid Iqbal
- Islamic History Series-Presented by Aamar Mehboob
- Parenting Series-Presented by Touseef ur Rehman
- Media team also presented the work of CEF in all social media platforms and websites through effective content and blogs.

Other than these video lectures and competitions regular posts are shared about Islam, Islamic historic and social development topics for the awareness of students, teachers, and parents. Following are the social media statistics at year end:

Facebook: Reach: 1,855,497, Likes: 224,662
Youtube: views 322,000, Subscribers: 12,200
Instagram: Reach: 11,365 Followers: 833

HUMAN RESOURCE DEVELOPMENT

Human Resources department of CEF coordinates personnel activities for a staff of over 195 regular full-time and parttime employees. Key areas of responsibility include:

- Recruitment, Selection and Hiring
- Benefits, Compensation and Job Classification
- Policy Development
- Staff capacity building
- Legal Compliance and Reporting

Besides the recruitment, selection and hiring the human resource department conducted following trainings for the capacity building of staff during the year 2021-22:

Sr. No.	Description	Duration
1	Senior team coaching	90 Days
2	Friday Tarbiya session	45 minutes
3	Social Media training	1 day
4	Training on Organizational Effectiveness	1 day
5	Mars and Venus coaching certificate course	90 days
6	Training of Research team on Education through poems	3 days
7	Training of Research team on Story telling	1 day
8	Training of Sales and Marketing team on Supply Chain	60 days
	Management	
9	Training of Research team on Clubs instead of	1 day
	Classroom	
10	Training of Research team on Early Childhood Education	7 days
11	Training of HR team on Balance scorecard and KPI	1 day