

ANNEX V: Guidelines for the Community Meeting and Collaborative Mapping



WHO/PAHO Rodent Control Training
The Bahamas June 7-14, 2022



Recommendations

- Participation of the participants/community members in the community meeting and collaborative mapping exercise requires that people with different levels of education, gender, socioeconomic levels are involved in the exercise.
- It is recommended that representatives from the same blocks work together as a group (a group can comprise of between 3-5 persons)
- Invite an additional number of people planned for the activity, considering that some of them will miss the community meeting for personal reasons.

Greetings to the Resident

- Say hello, introduce yourself/team (i.e. inform the residents that you are a member of the Bahamas rodent control program)
- Present yourself and the team members (neatly dressed, if possible in a T-shirt with the inscription of the program/project) visibly placed

Check the Residents' availability to listen to the team

- Ask if the resident is available and willing to spare some of his/her time
- Appreciate their collaboration with the team
- Ask if the resident is interested in participating in the community meeting/collaborative mapping
- If they are available, avail them details of the exercise i.e. the place, time, duration and date of the meeting/collaborative mapping
- Answer resident's questions should there is any- clarify the objectives of the study
- Appreciate their collaboration with the team

PART 1- Community Meeting

Preparation

- ❖ Remember the number of people who were invited from the blocks where the team has carried out other rodent control activities, it is recommended to invite at least 8 participants and at most 15 participants
- ❖ It is advised that the team arrive at the meeting place at least 1 hour before the time scheduled with the participants to:
- ✓ organize seating arrangement for people to sit in a circle
- ✓ organize of activity materials
- ❖ The team must check the material needed to hold the meeting

Start the meeting with a dynamic presentation to the participants

✓ The team (moderator and assistant) should make a brief presentation to the participating members, informing them of their names, institutional affiliations, objective of the activity and whatever else is necessary (self introduction).

✓ Request that the participants to also introduce themselves to the team and to the group informing them of their name, length of time that they have lived in the community, etc. At this point, it is important that a team member, for example the assistant, writes down all the information regarding the characteristics of the group members.

❖ Start the dialogue, with the questions available in the script, allowing the participants to talk about other demands not foreseen in the previously prepared document. For example you can try the questions below

Theme: Living in the community

- What is it like living in this community?
- What positive experiences have you had in your community?
- What are the main problems in your community?

Theme: Perception and exposure to risk

- Do you think rodents are a problem in your community?
- What are the main fears/concerns you have about rodents?
- In your opinion, what contributes to the proliferation of rodents in your community?

❖ Based on the dialogues between the team and community participants, it is suggested that action priorities be established for the control of rodents and other problems identified at the meeting. The priority actions for the construction of a plan that can contribute to addressing the problems listed at the meeting must be recorded in the document available below.

❖ When preparing the action plan (sample available below), it is suggested that when filling out the document begin with the simplest activities to be carried out that meet the wishes of most community participants.

❖ It is suggested that the evaluation of the community meeting be carried out by the participants. Below are some suggested questions:

- How do you evaluate this meeting?
- What do you evaluate as positive in the meeting?
- Do you have suggestions for further meetings?

❖ Time for snack

❖ Construction of a participatory action plan to face rodent control and other problems listed in the meeting that will be monitored and evaluated by the team and the community.

- ❖ Preparation of a report on the meeting for institutional registration.
- ❖ Delivery of a copy of the report to the participants

ATTACHMENT: ACTION PLAN MODEL

Problem	Activity	Responsible	Participants	When	How ¹	Where	Observation ²

¹**How:** think of strategies to be used, material resources and articulation with other sectors to carry out the planned activity. ²**Observations:** it is suggested to enter information about the progress and updates of activities, etc

PART 2 - Collaborative mapping questions

- ❖ Greetings: introduce the team to the participants and have them introduce themselves
- ❖ Ask participants to indicate the following on the map using a the specified letters
 - Places with the presence of many rodents in your community. Use the letter “**R**” to mark the locations on the printed map
 - Places with the presence of a lot of accumulated garbage in your community. Use the letter “**G**” to mark the locations on the printed map
 - Places that have a lot of abandoned land in your community. Use the letter “**AL**” to mark the locations on the printed map
 - Places that have a lot of accumulated rubble in your community. Use the letter “**AR**” to mark the locations on the printed map
 - Places that have a lot of vegetation without care in your community. Use the letter “**V**” to mark the locations on the printed map.
- ❖ **Theme: Actions to reduce risk**
 - What actions have been carried out by community residents to control rodents?
 - In your opinion, what actions has the government taken to control rodents in your community?
 - In your opinion, what could be done by residents to improve rodent control and the problems of accumulated garbage, abandoned land, accumulated rubble and the presence of a lot of neglected vegetation in your community?

Note: Mention the most frequent problems in collaborative mapping.

- What can we do by working together (community and government) to solve the rodent and other problems you have identified in your community?

Note: Mention the most frequent problems in collaborative mapping