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Trials of Improved Practices (TIPs) Reference Notes and Tools



A Manual for TIPs Trainers and Implementers

Defeat hunger and poverty in Cambodia

July 2011

FAO EU Food Facility Project

Project “Improve the Food Security of Farming Families Affected by Volatile Food Prices”

To reduce the effects of volatile food prices, the European Union provides financial support to the Food and Agriculture Organization of the United Nations (FAO) to help address the food insecurity in Cambodia. Through FAO the European Union Food Facility Project focuses on the sustainability of increased productivity, improved management practices and improved access to agricultural inputs and services and to improve dietary diversity and family feeding practices, starting with Infant and Young Child Feeding (IYCF). FAO is implementing the project in collaboration with General Directorate of Agriculture (GDA) of the Ministry of Agriculture, Forestry and Fisheries (MAFF), with cooperation from Ministry of Women’s Affairs (MoWA), Ministry of Water Resources and Meteorology (MoWRAM), Fisheries Administration (FiA), relevant provincial departments and local non-government organizations (NGO)



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List of Abbreviations

EU	European Union
EU Food Facility	European Union Food Facility
FAO	Food and Agriculture Organization of the United Nations
GDA	General Directorate of Agriculture
IYC	Infant and Young Children
IYCF	Infant and Young Child Feeding
MAFF	Ministry of Agriculture, Forestry and Fisheries
MoWA	Ministry of Women's Affairs
NNP	National Nutrition Program
SFA	Seasonal Food Availability
TIPs	Trials of Improved Practices
WHO	World Health Organization

Introduction

A. Purpose of these Reference Notes and Tools

The Reference Notes and Tools for TIPs trainers and implementers come in 2 parts.

PART I consists of **Reference Notes** which provide technical information on basic nutrition and how to facilitate improved feeding practices in communities using a simplified version of the methodology known as Trials of Improved Practices (TIPs), before wider dissemination and promotion of improved child and family feeding recommendations.

PART II consists of **TIPs Tools**. There are 8 TIPs tools for use by different key players during TIPs implementation. They included tools for:

- Use during home visits (to be conducted by district TIPs implementers)
- Summarizing and analysing outcomes of the home visits
- Compiling information and experiences gained during the trials.

The TIPs Tools also include guidance on when and how to each tool should be used.

B. How the Materials were Designed

These reference materials were designed based on experiences from FAO projects in several countries and have been further developed for use by the FAO EU Food Facility Project “Improve the Food Security of Farming Families Affected by Volatile Food Prices GCP/CMB/033/EC”. The materials are targeted to district TIPs implementers and their provincial and national level supervisors.

District TIPs implementers and provincial supervisors receive 5 days training on:

- Basic nutrition, including food needs of infant and young children (IYC), pregnant and lactating mothers and the sick child.
- Facilitation skills and qualities of a good facilitator.
- How to assess seasonal household food availability and access patterns, family feeding practices; and effects of seasonal gender-based activity patterns on child and family feeding patterns.
- How to identify poor feeding practices and how to improve them using food resources available to households.
- How to develop and test nutritionally improved recipes.
- How to counsel households to improve feeding practices using readily available food resources.
- How to mobilize communities for TIPs and select households to participate in TIPs.
- How to facilitate TIPs, using TIPs tools.

The strategy for promoting adoption of nutritionally improved infant and young child (IYC) feeding practices in entire communities is not part of these notes.

C. Contents

1. **Part I** consists of relevant Reference Notes on:
 - Basic Nutrition 1: The food we eat
 - Basic Nutrition 2: Special food needs of infants and young children, pregnant and lactating women and the sick child
 - Seasonal Food Availability access patterns and calendars
 - Facilitation skills, how to facilitate and qualities of a good facilitator
 - What is TIPs, why undertake TIPs, how (process) and expected outputs of TIPs
 - Conducting nutrition counselling
 - Tips on developing improved complementary feeding recipes and testing them with caregivers
 - Food Safety and Hygiene
 - Conducting cooking demonstrations: why, where and how?
 - Community mobilization for TIPs

These Reference Notes serve as a practical implementation guide to provide basic facts to district TIPs implementers on human dietary needs throughout the lifecycle and how to use the TIPs methodology to improve feeding practices.

2. **Part II** consists of TIPs tools to use during each of the 4 home visits foreseen during the TIPs implementation. They include tools for summarizing outcomes of these home visits, i.e.:
 - **Tool 1:** Checklist to use during the “Initial Assessment Home Visit”, which has space for entering responses of household members.
 - **Tool 2:** Child Feeding and Care Classification Form, which is completed immediately after the initial assessment home visit.
 - **Tool 3:** Counselling guide, which serves as reference material when preparing for the first counselling visit.
 - **Tool 4:** Recording Form on Outcomes of Counselling and Follow-up Visits, which is completed at the end of the counselling visit and at the end of each follow-up visit.
 - **Tool 5:** Recording Form on Issues Requiring the Advice of the Provincial Supervisor, includes 2 columns:
 - **Column I:** is completed by the district TIPs implementer only **if necessary**. The TIPs implementer records feeding practices that he/she cannot clearly identify as a good or a bad practice; other problems that may require the attention of the provincial supervisor should be recorded.
 - **Column II:** Once Column I is completed during the monitoring visits, the provincial supervisor responds to concerns of the district TIPs implementer in Column I and writes down the reply against each concern in Column II.

- **Tool 6:** TIPs Evaluation Form 1- for District TIPs Implementers is for:
 - Summarizing child feeding problems identified in all households covered by a District TIPs Implementer, recommendations implemented during TIPs and willingness of households to continue implementing the improvements.
 - Recording the total number of households unable to make significant improvements in feeding practices without additional support.

- **Tool 7:** TIPs Evaluation Form 2 - for Provincial Supervisors is for:
 - Summarizing child feeding problems in all households in one province, recommendations implemented and willingness of households to continue implementing improved practices; and
 - Recording the total number of households unable to make significant improvements in feeding practices without additional support.

- **Tool 8:** Checklist for Monitoring Visits by Provincial and National level Supervisors during TIPs implementation. It summarizes tasks to be undertaken and issues to look into during each monitoring visit, including those which are undertaken by district, provincial and national level supervisors during the promotion and dissemination of tested nutritionally improved recipes in communities.