



TIST HABARI MOTOMOTO MAY 2026

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Photo 1: Best Practice for Small Group interaction during the meetings

In this newsletter, we are going to have;

- I. TIST Small Group Best Practices; Group interaction
- II. TIST Best Practices “Kujengana”
- III. How to make an alternative charcoal Kiln

(I) TIST Small Group Best Practices; Group interaction

What is the best way to arrange people during a Small Group meeting?

A small circle is the best. Don't have a table because it creates barriers between people. Don't have a chair and a large seat for the most important person. In TIST, we all sit the same way. We either all sit on the ground, or we all sit on chairs.

What do you do if more than twelve people want to join your group?

If there are more than twelve people interested in joining your group, it is best to form a new group. The group can multiply with two, or three or four members of the original group forming the core of the new group. This is better than one member trying to start a group alone. Remember to start using rotating leadership straight away.

What techniques can you use if the group energy is low?

Split up the group into pairs and get each pair to talk about the task. Dramas also help.

Sometimes stopping and each person saying something good that their group is doing can also motivate people again. Also remember to keep the meeting from becoming too long.

By having a co-leader person you can focus the group's energy on making sure the work gets done in the agreed upon time period.

Meeting Schedule:

To manage time well, a Small Group should have a well-organized meeting schedule. This is important because it will help you keep focus on your agenda and the most important activities. It is also important because in TIST, we commit to work together for the long-term to improve our farms and grow and maintain our trees for the carbon market. We need to know our fellow Small Group members well, since each person's actions impact our whole group and all of TIST.

It is important, too, for your Small Group to have regular meetings, preferably once a week or once in two weeks. This will give all members in your group an opportunity to strengthen your group and share and learn new ideas.

During your meeting, it is necessary to focus on important issues. Many TIST Small *Groups have found the process below as a Best Practice for successful meetings:*

Step I. Greetings and introductions for any new members (5 - 15 minutes):

Make sure everyone feels welcomed. Make it brief but let each person introduce him or herself.

Step II. Opening prayer (2 minutes):

A short word of prayer can help the group unite.

Step III. Songs (5 minutes):

These could be songs written by your group, or songs that encourage people such as religious songs.

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Step IV. Agreement on task and time (5 minutes):

The meeting's leader explains what was planned for the meeting and the group members discuss and then agree on what the agenda should be. The time spent on each task or discussion should be agreed so that the accountability person can help keep the meeting on time.

Step V. Group work on tasks (1 hour):

Ideally, tasks should have been discussed at the end of the last meeting. Tasks might include sharing what each person has done to help TIST activities, sharing Best Practices, training on some subject of interest, and any other important issue that will help your Small Group to prosper.

Step VI. Kujengana (5 minutes):

Each group member makes one positive, specific statement to that week's leader about his or her observable leadership of the meeting. In addition, anyone may identify a gift seen in the leader.

Step VII. Closing prayer (2 minutes)

II. Kujengana: Don't miss the blessing for your Small Group

Kujengana is one of the Best Practices that TIST Small Groups identified and are practicing it. It is a very important part of your Small Group weekly meeting. It says in Ephesians 4:15-16 that we are to build each other up into the fullness of Christ. Each person in your TIST Small Group brings his or her own special talents and gifts to the entire group. One of the wonderful things that happen in the Small Group is recognizing, sharing and using those God-given talents.

Kujengana is a way to let those talents be seen and be used. There are two parts to Kujengana:

Before the closing prayer, every person in the group says one specific, positive thing that the leader for that week did at that meeting. For example: he or she smiled when explaining things, kept to time, made good plans, encouraged all group members to speak, greeted me and made me feel welcome, pointed out something that was going very well in the meeting or in the work the group was doing, etc. Each member needs to say something different. This is not optional. Everyone gives Kujengana to the servant leader. Some groups also give Kujengana to the co-leader.

If someone sees a gift shown by the leader, a group member can also say that. With Rotating Leadership, each week a new leader will receive Kujengana. Through Kujengana, we encourage each other on the good things that week's leader did in the meeting.

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Kujengana is also the way we learn to look for positive things about people and then say them. We all need to train our tongues to say the positive. In addition, the whole group learns what that group thinks is important in a servant leader. The next leaders will benefit from what they have heard in Kujengana about previous leaders and know what the groups think is important in being a servant leader.

In response to Kujengana, that week's servant leader just says, "thank you" after each group member's specific, positive statement. There is no discussion about how it could have been done better, or differently. Often, the person is happy when he or she is told the good things he or she did during the meeting. Sometimes we learn things about ourselves we didn't know! Kujengana helps the leader on that day recognize his or her talents and keeps on using them. Kujengana also helps the Small Group because all the members improve their servant leadership as they learn.

Kujengana is a double blessing!

(III) How to make an alternative charcoal Kiln

An alternative charcoal kiln/furnace is used in the process of converting waste into charcoal by burning without sufficient air.

The main steps are: getting a metal drum/barrel, drilling holes in the bottom and sides, installing an air pipe (chimney), filling with raw materials, burning, and sealing the air to obtain charcoal

Main parts of kiln

- Furnace
- Lid
- Oven

Material needed

- 2 Barrels
- Hammer
- 2 Pins
- Measuring Tape (feet) 1
- Flatbar 1
- Welding Machine 1
- Welding Sticks 2 kg
- Metal Cutting Machine 1
- Metal Cutting Discs 2

Steps to make a kiln/ furnace

- A. Cut one barrel to remove the top cover
- B. Then straighten it well to start measuring
- C. Turn the barrel upside down and the bottom up
- D. Then measure the bottom of the barrel and draw four lines from left to right
- E. Draw four lines from the top of the barrel to the bottom
- F. Measure the barrel on the line you drew on the bottom 3, 6 and 9 inches from the center to the edge

After these steps;

- A. Fold the barrel and straighten it well with a hammer
- B. Measure 29 inches then cut the remaining half in half to get the hole
- C. Take the lid plate and place it on top of the barrel then measure it to sit in the middle, then take the hammer and start folding until it sinks 3 inches.
- D. Take the lid and turn it upside down then take the barrel and place it on top
- E. Draw a 4 cm measurement around the barrel and cut, after cutting the fold on the edge

Then;

- A. Take a sheet of metal, straighten it out, and then fold it into a pipe.

Instructions through pictures on how to make a Kiln

SURA YA 1: JINSI YA KUANDAA MTAMBO WA KUTENGENEZA MKAA

SEHEMU YA MTAMBO



Mtambo huu una sehemu kuu tatu

- * Tanuru
- * Mfuniko
- * Dohani

ZANA ZA KUTENGENEZA MTAMBO

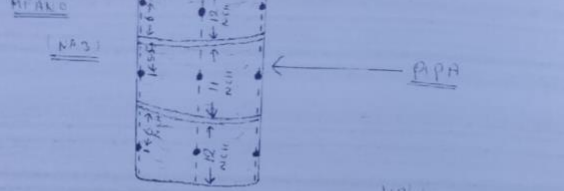
Vitakavyohitajika kutengeneza mtambo

- * Mapipa (2)
- * Nyundo (2)
- * Tindo (2)
- * Futi (1)
- * Flatbar (1)
- * Mashine ya kuchomelea (1)
- * Stick za kuchomelea (2kg)
- * Mashine ya kuki ta vyuma (1)
- * Disc za kukata vyuma (2pc)

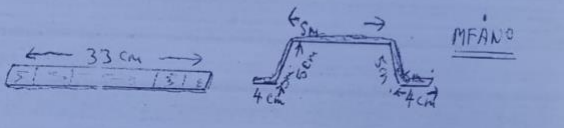



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MFANO (NA 2)

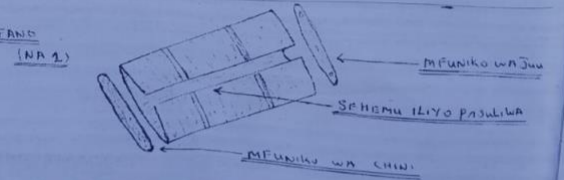


taboa kwa tindo yenye nchakali
ya kutoboa weka mikono iliyo kunjwa kwa flatbar



YA PILI KUTENGENEZA MFUNIKO

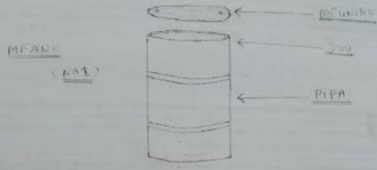
ya pipa kuondoa mfuniko wa juu na chini



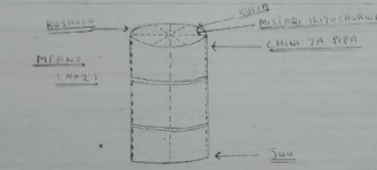
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HATUA YA KWANZA KUTENGENEZA TANURU

- Kata pipa moja kuondoa mfuniko wa juu
- Kisha linyooshe viziri iliuanze kupima



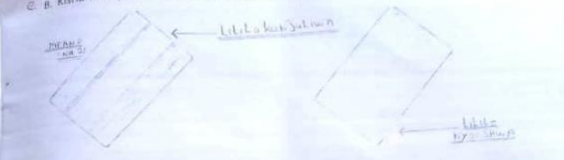
- Geuza pipa juu kuwe chini kuwe juu
- Kishageuza pipa juu kuwe chini kisha anzakupima
- Pima katika kitako chapipa na uchoze mistari minne kutoka kushoto kwenda kulia
- Chora mistari minne kutoka juu ya pipa kwenda chini




- Pima kwenye mistari uliyochora ya kitako nchi 3, 6 na 9 kutoka katikati kwenda pembeni

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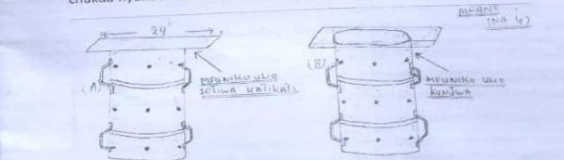
- Kisha likunjue na unyooshe viziri na nyundo



- Pima nchi 29 kisha ulikate linalobakia ligawanye mara mbili ili kupata dohani



- Chukua bati la mfuniko liweke juu ya pipa alafu lipime likae katikati kisha chukua nyundo anza kukunja mpaka lizame nchi 3.



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TIST Values

As TIST Family we have our Values which most of TIST Small Groups know and practice. We always reflect on these Values and to ensure that we all are truly living by them. The success of TIST is based on the integrity and effort of individual members within TIST. What we can achieve depends on each of us following these Values;

Who are we?

- (i) We are Honest
- (ii) We are Accurate
- (iii) We are Transparent
- (iv) We are Servants to each other
- (v) We are Mutually Accountable to Each Other and
- (vi) We create Low Budget/ cost, yet we achieve Big Results

How we do things that other people can see

- 1) We are committed
- 2) We do our work in small groups
- 3) We seek and use the best way
- 4) We use our minds and hands.

What do we do?

- 1) We plant different species of trees for long -term
- 2) We find ways to improve our health
- 3) We practice Conservation Farming
- 4) We do other projects and businesses (sustainable agriculture, nurseries, citrus growing, dairy goats and farming, chickens, bee keeping, fishponds and fish keeping, silkworm farming etc.)
- 5) We sell carbon credits

What do we create?

- 1) We create team work - by doing things this way; we end up working as a team.
- 2) We create capacity - we create organization, strength, and a system that is strong.
- 3) We create enjoyment - we see results, we accomplish big things that we enjoy.
- 4) We create Big Results - In Conservation Farming and from other projects and business that we do.
- 5) We create Low Budget/Cost, yet we achieve big results.



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Picha 1: Mbinu Bora kuhusu namna ya kuhusiana/kukaa wakati wa mkutano wa Kikundi

Katika jarida hili, tutakuwa na:

- (I) Mbinu Bora za Vikundi Vidogo vya TIST; Namna ya kuhusiana wakati wa kikao cha kikundi
- (II) Mbinu Bora kwa njia ya “Kujengana”
- (III) Jinsi ya kuandaa Mtambo wa kuchomea Mkaa Mbadala

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(I) Mbinu Bora za Vikundi Vidogo vya TIST; Namna ya kuhusiana wakati wa kikao cha kikundi

Ni ipi njia bora ya kukaaa wakati wa mkutano wa Kikundi Kidogo?

Ni vizuri kukaa katika mzunguko (mduara) mdogo, hii ni bora zaidi. Msiweke meza kwa sababu inafanya watu wasionane vizuri. Pia msiweke kiti kikubwa kwa ajili ya kiongozi au mtu muhimu tu. Ndani ya TIST, sote tunakaa kwa njia moja. Sote tunaketi chini, au sote tunaketi kwenye viti.

Utafanya nini ikiwa zaidi ya watu kumi na wawili wanataka kujiunga na kikundi chako?

Ikiwa kuna zaidi ya watu kumi na wawili wanaotaka kujiunga na kikundi, ni bora kuunda kikundi kipya. Kikundi kinaweza kuzidisha wajumbe wawili, watatu au wanne kwa Kikundi cha mwanzo, hawa ndio watakuwa kiini cha kikundi kipya. Hii ni bora kuliko mwanachama mmoja kujaribu kuanzisha kikundi peke yake. Kumbuka kuanza kutumia uongozi kwa kupokezana mara moja.

Je, ni mbinu gani unaweza kutumia ikiwa morali ya kikundi iko chini?

Wagawanye wanakikundi katika makundi madogo kila kundi wafanye majadiliano ya kazi. Mnaweza pia kutumia maigizo. Ni vizuri kwa kila mwanakikundi kuzungumzia kitu kizuri ambacho kikundi chao kinafanya inaweza kuwahamasisha wanavikundi wengine. Pia kumbuka msifanye mkutano kwa muda mrefu sana. Kwa kushirikiana na Kiongozi Mwenza unaweza kuangalia morali ya kikundi kwa kuhakikisha kuwa kazi inafanywa katika muda uliokubaliwa.

Ratiba ya Mkutano:

Ili kusimamia muda vizuri, Kikundi Kidogo kinapaswa kuwa na ratiba ya mikutano iliyopangwa vizuri. Hii ni muhimu kwa sababu itakusaidia kuweka umakini kwenye ajenda yako na shughuli muhimu zaidi.

Ratiba ya Mkutano:

Pia ni muhimu kwa sababu ndani ya TIST, tunajitolea kufanya kazi pamoja kwa muda mrefu ili kuboresha mashamba yetu na kukuza na kudumisha miti yetu kwa ajili ya soko la kaboni. Tunahitaji kuwafahamu washiriki wenzetu wa Kikundi Kidogo vizuri, kwa kuwa matendo ya kila mtu yanaathiri kundi letu zima na TIST yote.

Ni muhimu, pia, kwa Kikundi chako Kidogo kuwa na mikutano ya mara kwa mara, ikiwezekana mara moja kwa wiki. Hii itawapa washiriki wote katika kikundi chako fursa ya kuimarisha kikundi chako kushiriki na kujifunza mawazo mapya.

Wakati wa mkutano, ni muhimu kuzingatia masuala muhimu. Vikundi vingi vidogo vya TIST vimefuata utaratibu kama hapa chini.

Mbinu Bora kwa mikutano iliyofanikiwa:

Hatua ya I. Salamu na utambulisho kwa wanachama wote wapya (dakika 5 - 15): Hakikisha kila mtu anahisi kukaribishwa. Ifanye kwa ufupi lakini acha kila mtu ajitambulishe.

Hatua ya II. Kufungua kwa Maombi (dakika 2): Neno fupi la maombi linaweza kusaidia kikundi kuungana.

Hatua ya III. Nyimbo (dakika 5): zinaweza kuwa nyimbo zilizoandikwa na kikundi au nyimbo za dini zinazotia moyo.

Hatua ya IV. Makubaliano juu ya ajenda na muda unaotumika (dakika 5):

Mwezesaji aelezee kilichopangwa kwa ajili ya mkutano na wanakikundi wanajadili na kisha kukubaliana kwa pamoja juu ya ajenda za mkutano. Muda unaotumika kwa kila majadala unapaswa kukubaliwa ili mtunza muda asaidie kutunza muda wa mkutano.

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Hatua ya V. Ajenda za Mkutano (saa 1):

Kimsingi, ajenda zilipaswa kujadiliwa mwishoni mwa mkutano uliopita. Ajenda zinaweza kujumuisha kushiriki kile ambacho kila mtu amefanya kusaidia shughuli za TIST, kushiriki Mbinu Bora, mafunzo juu ya somo fulani la kuvutia, na suala lingine lolote muhimu ambalo litasaidia Kikundi chako Kidogo kufanikiwa.

Hatua ya VI. Kujengana (dakika 5):

Kila mwanakikundi atoe sentensi moja ya kujenga, mahususi kwa mwezesaji wa wiki hiyo kuhusu uwezesaji wake ulivyoonekana kwenye mkutano. Kwa kuongeza, mtu yeyote anaweza kutambua kipawa kilivyoonekana kwa mwezesaji.

Hatua ya VII. Maombi ya kufunga (dakika 2)

II. Kujengana: Usikose Baraka kwenye Kikundi chako Kidogo

Kujengana ni jambo la muhimu sana kufanyika kwenye mkutano wa kila wiki wa Kikundi Kidogo. Waefeso 4:15-16 Inasema kwamba tunapaswa kujengana katika utimilifu wa Kristo. Kila mtu katika Kikundi chake Kidogo cha TIST analeta talanta na vipaji vyake maalum kwa kikundi kizima. Moja ya mambo mazuri ya ajabu yanayotokea katika Kikundi Kidogo ni kutambua, kushiriki na kutumia talanta hizo tulizopewa na Mungu.

Kujengana ni njia ya kuruhusu vipaji hivyo kuonekana na kutumika. Kuna sehemu mbili za Kujengana:

Kabla ya maombi ya kumaliza mkutano, kila mtu katika kikundi anasema jambo moja muhimu, chanya ambalo kiongozi wa juma hilo alifanya kwenye huo mkutano. Kwa mfano: alitabasamu, alitumia muda vizuri, alipanga mipango mizuri, alitia moyo wanakikundi wote kuzungumza, alisalimia na kunifanya nijisikie kuwa nimekaribishwa, alionyesha jambo ambalo lilikuwa likiendelea vizuri sana katika mkutano au katika kazi ambayo kikundi kilikuwa kikifanya, n.k. Kila mshiriki anahitaji kusema kitu tofauti. Jambo hili si hiari, kila mmoja anapaswa kumpa Kujengana Mwezesaji wa wiki anayemaliza muda wake wa kutumika. Vikundi vingine pia vinatoa Kujengana kwa kiongozi mwenza.

Ikiwa mtu anaona karama iliyoonyeshwa na kiongozi, mwanakikundi pia anaweza kusema kuhusu karama hiyo. Kwa Uongozi wa mzunguko, kila wiki kiongozi mpya atapokea Kujengana. Kupitia Kujengana, tunatiana moyo juu ya mambo mazuri ambayo kiongozi wa wiki alifanya katika mkutano na vipaji ambavyo mtu huyo alionyesha. Kujengana pia ni namna tunavyojifunza kuangalia mambo chanya kuhusu watu na kisha kuyasema. Sote tunahitaji kuzoeza ndimi zetu kusema mambo chanya. Aidha, Wanakikundi hujifunza kile ambacho kikundi hicho kinafikiri ni muhimu kwa kiongozi mtumishi. Viongozi watakaofuata watafaidika na yale waliyoyasikia katika Kujengana kuhusu viongozi waliopita na kujua nini Wanakikundi wanafikiri ni muhimu katika kuwa kiongozi mtumishi.

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Kwa mujibu wa Kujengana, kiongozi mtumishi wa wiki hiyo anasema tu, "asante" baada ya kila mwanakikundi kutoa neno maalum na chanya. Hakuna mjadala kuhusu ambavyo wanakikundi wamekujenga namna ulivyofanya vizuri zaidi, au tofauti. Mara nyingi, mtu hufurahi anapoambiwa mambo mazuri aliyofanya wakati wa mikutano. Wakati mwingine tunajifunza mambo kuhusu sisi wenyewe tusingoyajua! Kujengana humsaidia kiongozi siku hiyo kutambua vipaji vyake na kuendelea kuvitumia. Kujengana pia husaidia Kikundi Kidogo kwa sababu wanachama wote huboresha uongozi wao wa watumishi wanapojifunza.

Kujengana ni baraka tele!

(III) Jinsi ya kuandaa Mtambo wa kuchomea Mkaa Mbadala

Mtambo wa mkaa mbadala hutumika kwenye mchakato wa kubadilisha takataka kuwa mkaa kwa njia ya kuchoma bila hewa ya kutosha. Hatua muhimu ni: kupata drum/pipa la chuma, kutoboa matundu chini na pembeni, kuweka bomba la hewa (chimney), kujaza malighafi, kuchoma, na kuziba hewa ili kupata mkaa.

SEHEMU KUU ZA MTAMBO

- Tanuru
- Mfuniko
- Dohani

Hatua ya kutengeneza tanuru

- A. Kata pipa moja kuondoa mfuniko wa juu
- B. Kisha linyooshe vizuri ili uanze kupima
- C. Geuza pipa juu kuwe chini na chini kuwe juu
- D. Kisha pima kitako cha pipa na uchore mistari minne kutoka kushoto kwenda kulia
- E. Chora mistari minne kutoka juu ya pipa kwenda chini
- F. Pima pipa kwenye mistari uliyochora ya kitako inchi 3, 6 na 9 kutoka katikati kwenda pembeni

Baada ya hatua hizo;

- A. Likunje pipa na unyooshe vizuri na nyundo
- B. Pima inchi 29 kisha ulikate, linalobakia ligawanye mara mbili ili kupata dohani
- C. Chukua bati la mfuniko liweke juu ya pipa halafu lipime likae katikati, kisha chukua nyundo anza kukunja mpaka lizame inchi 3.
- D. Chukua mfuniko na ugeuze juu kuwe chini halafu chukua pipa weka juu yake
- E. Chora kipimo cha cm⁴ kuzunguka pipa halafu kata, baada ya kukata kunja kwa pembeni

Kisha;

- A. Chukua bati linyooshe vizuri, halafu likunje liwe kama bomba

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SEHEMU YA MTAMBO

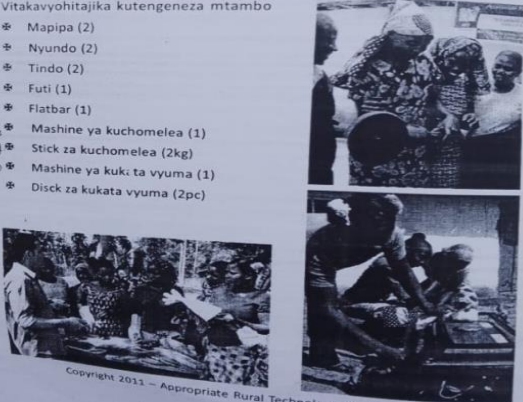
Mtambo huu una sehemu kuu tatu

- * Tanuru
- * Mfuniko
- * Dohani

ZANA ZA KUTENGEZA MTAMBO

Vitakavyohitajika kutengeneza mtambo

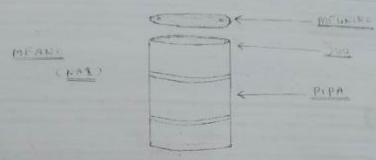
- 1 * Mapipa (2)
- 2 * Nyundo (2)
- 3 * Tindo (2)
- 4 * Futi (1)
- 5 * Flatbar (1)
- 6 * Mashine ya kuchomelea (1)
- 7 * Stick za kuchomelea (2kg)
- 8 * Mashine ya kuk: ta vyuma (1)
- 9 * Disc za kukata vyuma (2pc)



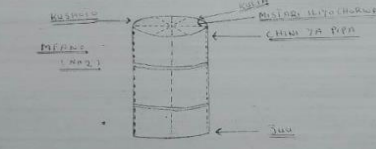
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HATUA YA KWANZA KUTENGEZA TANURU

A. Kata pipa moja kuondoa mfuniko wa juu
B. Kisha linyooshe vizuri iliuanze kupima



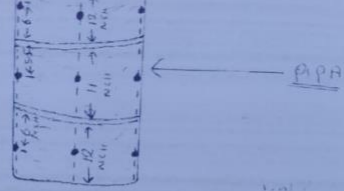
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F. Chora mistari minne kutoka juu ya pipa kwenda chini



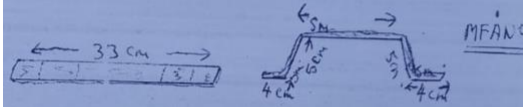
F. Pima kwenye mistari uliyochora ya kitako nchi 3, 6 na 9 kutoka katikati kwenda pembeni

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MPAPA (NA 3)

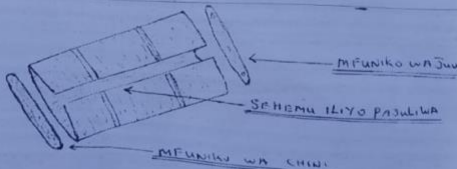


taboa kwa tindo yenye nchakali
ya kutoboa weka mikono iliyo kunjwa kwa flatbar



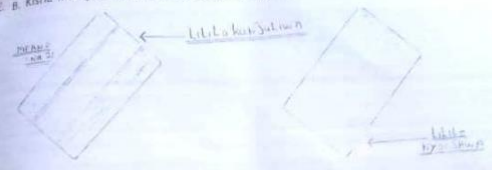
YA PILI KUTENGEZA MFUNIKO

a pipa kuondoa mfuniko wa juu na chini

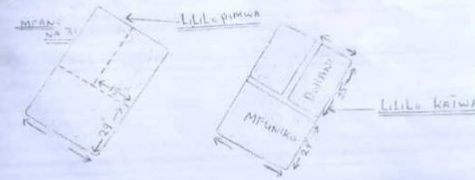


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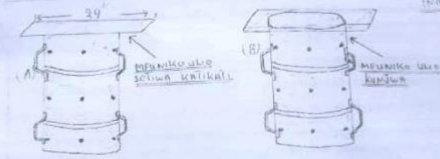
C. Kisha likunjue na unyooshe vizuri na nyundo



B. Pima nchi 29 kisha ulikate linalobakia ligawanye mara mbili ili kupata dohani



D. Chukua bati la mfuniko liweke juu ya pipa alafu lipime likae katikati kisha chukua nyundo anza kukunja mpaka lizame nchi 3.



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TIST HABARI MOTO MOTO

MAADILI YA TIST

Kama Familia ya TIST tuna Maadili yetu ambayo wengi wa Wanavikundi Vidogo vya TIST wanayajua na kuyatekeleza. Daima tunatafakari juu ya Maadili haya na kuhakikisha kwamba sote tunaishi kulingana nayo. Mafanikio ya TIST yanatokana na uadilifu na juhudi za wanachama binafsi ndani ya TIST. Tunachoweza kufikia inategemea kila mmoja wetu kufuata Maadili haya;

Sisi ni Nani?

- 1) Sisi ni waaminifu.
- 2) Sisi tunatoa taarifa sahihi.
- 3) Sisi ni wawazi
- 4) Sisi tunatumikiana.
- 5) Sisi ni wawajibikaji
- 6) Bajeti Ndogo, Matokeo Makubwa

Jinsi tunavyofanya mambo ambayo watu wengine wanaweza kuona

- 1) Sisi tunajitolea.
- 2) Tunafanya kazi zetu katika vikundi vidogovidogo
- 3) Tunatafuta na kutumia njia bora
- 4) Tunatumia akili na mikono yetu.

Tunachofanya

- 1) Tunapanda aina mbalimbali za miti itakayodumu kwa muda mrefu.
- 2) Tunafanya mambo kuboresha afya zetu.
- 3) Tunafanya Kilimo Hai.
- 4) Tunafanya miradi na biashara zingine.
- 5) Tunafanya biashara ya hewa ya kaboni.

Tunafanya.

- 1) Tunaunda kazi ya timu—kwa kufanya mambo kwa njia hii; tunaishia kufanya kazi kama timu.
- 2) Tunajenga Uwezo-tunaunda shirika, nguvu, na mfumo ambao ni imara.
- 3) Tunafanya mambo yanayotufurahisha-tunaona matokeo, tunatimiza mambo makubwa ambayo tunafurahia
- 4) Tunafanya mambo yanayoleta matokeo makubwa-matokeo makubwa ya upandaji miti. matokeo makubwa katika Kilimo Hai na matokeo makubwa kutokana na miradi na biashara zingine tunazofanya.
- 5) Tunatumia gharama ndogo za Utawala, lakini tunapata matokeo makubwa.