ADMINISTRATION DEPARTMENT

In April 2013, the Department distributed Identity Cards to BDRCS staffs/officials of NHQ, Units, Hospital, Maternal Care Hospital, Blood Bank with a view to ensure accessibility of BDRCS in other offices. A total of 225 staffs/officials were reached through this activity with the financial assistance of revenue sector.

The Department prepared 10-day duty roster for security guards and Ansers in order to ensure security of the Society and its assets. In order to expedite Society’s work, different office order, circulars, notices have been circulated. Preparation and distribution of visiting card for the officials of the Society was also in progress. Besides, the Department performed its regular duties e.g. forwarding absent statement of all departments to Accounts Section for salary preparation, Robi, telephone and electricity bill preparation and submission to Accounts Department for payment.

ACHIEVEMENT

- ID card distributed to 225 officials/staffs of NHQ, Units, Hospital, Maternal Care Hospital, Blood Bank
- Prepare of 10-day duty roster of security guards and Ansers

CLIMATE CHANGE AND ADAPTATION (CCA) PROJECT

A total 350 sets of sanitary latrines have been distributed among selected households to reduce vulnerability on health, hygiene and sanitation by ensuring accessibility to improved water and sanitation facility in Bogra and Nijhumdwip. 100 households of Sariakandi also received support for superstructure development of sanitary latrine. Base construction of 6 tube wells completed in Patgram of Manikgonj district. It is expected that the partnership and collaboration with local government institutions will be developed through this activity.

The program conducted 124 court yard sessions throughout the project area during the reporting period to raise awareness on climate change adaptation and disaster risk reduction. A total of 3,708 people of target community participated in those sessions. 8 CDMC meeting held in 8 communities during the reporting month.

As part of co-curriculum activities in CCA School, art competition on climate change and DRR held in Gopalganj and Manikganj district where 104 students participated, project proposal writing competition held in schools of Manikgonj with 25 participants and Essay Writing competition held with 48 participants from different classes of a School in Bogra. Besides, the program supported 6 schools in Bogra, Gopalganj and Noakhali district to establish library in school building.
The project provided early warning equipment for sea-going fishermen. Buoys, life jackets and radios have been distributed to 50 fishermen of Nijhumdwip. The project also has taken initiative to install a light house in Nijhumdwip to ensure safe return of fishermen from sea during adverse weather. A feasibility study has been conducted in this regard and primary architectural design of light house has been prepared by in-house expert of BDRCS and IFRC. Besides, through regular activities of “Change Maker Club” in Bogra about 259 students were oriented on DRR and CCA.

Under livelihood activities of the project, all seed banks operated by women have been strengthened on seed preservation through providing plastic drum, glass jar etc. 64 women farmers were supported through this activity. A day long orientation on seed production, preservation and marketing conducted in participation of female farmers in Manikgonj and Gopalgonj District. The workshop gave priority on promotion of local improved varieties in the context of changing climate with an expectation that each participants will act as a hub for their respective micro-group. A printed guideline in Bengali language was distributed to the selected seed bank owners. Those farmers are supposed to meet once in a month to discuss their activity. As part of alternative livelihood option other than farming and women empowerment initiative, 4 beneficiaries of the project from Haukua community of Bogra received sewing machine. Earlier, all beneficiaries received 2 months long training on sewing, cutting and other relevant things of tailoring.

With the objective of raising awareness and building capacity on health-hygiene issues, an advice session was conducted in Nijhumdwip with project community. Total 104 community people became aware on basic health and hygiene practice. An agricultural advice session was also held in CCA community of Bogra district with 50 farmers.

There were some challenges though. Political unrest and periodical examination at school hampered planned activities during the reporting period which was addressed by rescheduling activities beyond school hours, especially in weekends.

ACHIEVEMENT
- Sanitary latrines provided to 350 selected households in Bogra and Nijhumdwip.
- 100 HH in Sariakandi received support for superstructure development of sanitary latrine
- 124 court yard sessions have been organized with participation of 3,708 target people who have been made aware on climate change adaptation and disaster risk reduction.
- Art competition in Manikgonj & Gopalgonj and project proposal writing competition in Manikgonj have been held as part of co-curriculum activities.
- Early warning equipment distributed to 50 sea-going fishermen of Nijhumdwip
- Feasibility study on installation of light house in Nijhumdwip
- 259 students were oriented on DRR and CCA in Bogra through Change Maker Club
- 64 female farmers were supported with seed preservation equipment
- A printed guideline in Bengali language was distributed to selected seed bank owners
- 104 community people became aware on health-hygiene issues in Nijhumdwip

COMMUNITY DEVELOPMENT INITIATIVE (CDI) PROGRAMME
In April 2013, the Program conducted several activities. Homestead gardening training conducted in Rangpur and Gopalgonj in collaboration with Department of Agriculture reaching 528 households, 4 Community Nursery established, 8 Veterinary training conducted in collaboration with Livestock Department with 40 participants. Besides, CBHFA session conducted in Gopalgonj with 54 participants, sports and education materials provided to 4 schools of Gopalgonj district, Non-Formal education teachers

HUMAN RESOURCE DEPARTMENT
In April 2013, the Department has processed for transferring of 4 officials and 3 staffs, annual increment for 17 officials/staffs, service regularization for 1 staff and provident fund for 2 officials of NHQ, Red Crescent Hospital, MCH, Units and Projects.

ACHIEVEMENT
- Facilitated transfer of 4 officials and 3 staffs
- Processed for annual increment of 17 officials/staffs, regularized service of 1 staff and provident fund for 2 officials

COMMUNITY DEVELOPMENT INITIATIVE (CDI) PROGRAMME
In April 2013, the Program conducted several activities. Homestead gardening training conducted in Rangpur and Gopalgonj in collaboration with Department of Agriculture reaching 528 households, 4 Community Nursery established, 8 Veterinary training conducted in collaboration with Livestock Department with 40 participants. Besides, CBHFA session conducted in Gopalgonj with 54 participants, sports and education materials provided to 4 schools of Gopalgonj district, Non-Formal education teachers
teachers training conducted with 20 teachers in Rangpur and Gopalganj and incentives for education distributed to 190 poor students of Gopalganj district.

**TRAINING DEPARTMENT**

During the reporting period, the Department conducted 1 course on Basic First Aid in Gulshan, Dhaka with 16 employees of Homebound, and 1 course on First Aid Orientation in Dhaka with 26 employees of Ruposhi Bangla Hotel. The training enabled participants to provide First Aid service at the time of need and disseminate key messages of RCRC movement.

The Department also conducted training on Disaster Risk Reduction with 70 volunteers under RREW project in Satkhira and Khulna Districts. Participants of this training have been provided knowledge on different terms and terminologies of disaster and roles and responsibilities at the time of before, during and after disaster.

Besides, two officials of Training Department participated Dead Body Management (DBM) Training organized by ICRC in collaboration with Proshika in Manikgonj. Through this training participants acquired theoretical and practical knowledge on Dead Body Management (which they have applied during Savar Tragedy).

**ACHIEVEMENT**

- Provided homestead gardening training to 528 households in Rangpur and Gopalganj
- Supported to establish 4 community nursery
- 8 training on veterinary with participation of 40 participants conducted
- Community Based Health and First Aid (CBHFA) session conducted in Gopalganj with 54 participants
- Sports and education materials provided to 4 schools
- Non-Formal education teachers training provided to 20 teachers of Rangpur and Gopalganj

**TRACING DEPARTMENT**

As part of RFL (Restoring Family Linkage) service to 80 Bangladeshis rescued by Sri Lankan Coast Guard, the Department has been following up with the Government to arrange repatriating the detainees and till the reporting period 50% target has been achieve. The Department exchanged 28 RCM (Red Crescent Message) with Sri Lanka (27) and Iraq (1). This initiative was aimed to reduce anguish of the Bangladeshi detainees in Sri Lanka by re-establishing contact. The Department has been handling 37 family notification received from Thai RC through the ICRC and notified 33 separated families in Teknaf, Cox’s Bazar till the reporting period which reduces anguish of those separated families.

Besides, the Department provided following RFL service to victims of Rana Plaza collapse at Savar:

- Collection of tracing request for 400 missing people
- 16 persons traced by cross match
- Collection of dead list of 378 persons
- Phone call service given to 95 persons
- Wounded list of 8 persons from Dhaka CMH, 2 persons from Swahrawardi Hospital and 880 persons from different hospitals in Savar as of 29 April, 2013

**ACHIEVEMENT**

- Engaged for repatriating 80 Bangladeshi nationals rescued by Sri Lankan Coast Guard
- Exchanged 28 RCM with Sri Lanka and Iraq
- Handled 37 family notifications received from Thai RC
- Provided RFL services to survivors of Rana Plaza

**COMMUNITY BASED DISASTER RISK REDUCTION (CBDRR) PROGRAMME**

In April 2013, the project completed process for hiring consultant and work order has been sent to the consultant after interview. An orientation on Baseline and Family survey was held with data collector i.e. RCY, CO of 4 RC Units of CBDRR Program area, and APO of respective CBDRR program in FPAB Jessore. The session held on 21~22 April ’13 with 30 participants where about 70% were male and 30% were female.

Basic First Aid training conducted with 16 employees of Homebound and 1 First Aid orientation conducted with 26 employees of Ruposhi Bangla Hotel.

Training on Disaster Risk Reduction have been conducted with 70 volunteers under RREW project in Satkhira and Khulna.
Afterward, Baseline and HH survey questionnaire was finalized by the consultant. Data collection for Baseline & HH survey through interview and FGD has been started from 25 April in Jessore & Satkhira, 27 April in Jamalpur and 29 April in Bholah with a plan to complete by 9 days. There were several visits undertaken by the management to monitor data collection during the reporting period.

Besides, cash requisition was drafted for the reporting month and preparing bill vouchers was under process using prescribed format of IFRC.

PUBLIC RELATION AND INFORMATION DEPARTMENT
In April 2013, the Department conducted Emblem campaign in Narail through Narail District Unit. The campaign was conducted in collaboration with Unit EC Members, Civil Surgeons, RCYs, Journalists, Pharmacy owners and other general people which raised awareness on emblem using among relevant people. About 50,000 people were reached through this campaign. The Department has published press releases in 30 National Daily Newspapers reaching about 1 crore readers throughout the country. Besides, BDRCS news bulletin ‘The Message’ has been published and distributed to 68 Units.

HEALTH DEPARTMENT
In April 2013 Primary Health Care program extended services on Ante Natal Care, normal delivery, Post Natal Care, Pathology, EPI, health education and general patient care to 13,563 mother and children through 56 MCHs in 27 districts of Bangladesh. Out of 56 MCH centres 6 centres have collaboration with RREW (GRC, CRC consortium) project, 11 centres have been implementing prevention of Non Communicable Disease and 5 centres have been implementing Anaemia prevention in collaboration with Japanese Red Cross. Another 5 MCH centres are implementing Environment Friendly and smoke reduces stove in collaboration with GIZ.

In April 2013, a medical team deployed for treatment of survivor of Rana Plaza collapse in Savar. The medical team has provided primary health care to 514 wounded people. Under the routine activity of the program, 502 people received first aid service, 518 people rehydrated and taught about hand wash and 178 health education sessions had been organized with 4,098 participants. Approximately 5,632 people were benefited during the reporting period under the PHiE project.

During the reporting period refresher training has been conducted in Dhaka-Benapole/ Chittagong high way in collaboration with Village Education Resource Centre (VERC) with participation of 23 volunteers. In addition, First Aid and primary health services have been provided to the survivor of Savar Rana Plaza collapse.
**URBAN DISASTER RISK REDUCTION (UDRR) PROGRAMME**

In April 2013, the program conducted Local Master Instructor Training in Dhaka with the support from American Red Cross where 25 instructors from different part of Dhaka City took part. UDRT meeting was organized in Dhaka and Rangpur Unit with 25 participants in each meeting. Besides, Safety Club Meeting with 10 Core Schools of Dhaka and Rangpur Unit held during the reporting period.

**ACHIEVEMENT**

- 25 instructors of Dhaka city have been provided training under Local Master Instructor Training
- UDRT meeting conducted in Dhaka and Rangpur Unit with 25 participants in each meeting
- Safety club meeting conducted in 10 core schools of Dhaka and Rangpur Unit

**UNIT AFFAIRS DEPARTMENT**

In April 2013, the Department has collected Monthly Activity Reports from 68 Units. Monthly Activity Report ensures sharing of information on Unit activities and increased working liabilities of ULOs.

A total of 59 life members have enrolled in different Units and National Headquarters. All the enrolled members have engaged themselves with RCRC movement and collection of fund for the Society. The Department has issued Life membership Certificate in favour of 61 Life members as part of recognition of their contribution toward the humanitarian initiative. In addition, the Department has collected share money amounting Tk 30,400 from Units and NHQ.

**ACHIEVEMENT**

- MAR collected from 68 Units
- Enrolment of 59 life members in different Units and NHQ
- 61 Life membership certificates have been issued
- Tk 30,400 collected as share money from Units and NHQ

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In April 2013, 14 micro groups have been formed in each 16 community in Barguna and 10 Community in Patuakhali District. With the support of British Red Cross, a total of 364 groups have been formed in 26 communities of two Districts and each group consists of 25-35 members. Through the formation of those micro-groups a platform has been established that will help to implement further development/humanitarian interventions directly in the community level.

A team of two members from British Red Cross carried out WASH assessment in Barguna and Patuakhali district. During their visit, the team has collected baseline data with in order to planning of activities and setting impact indicators. Assessment survey was conducted with 500 HH where IFRC PHAST methodologies were applied in the whole process. Prior to the assessment an orientation session on survey questionnaire was held in participation of project staff in Barguna.

A total of 33 project staff was oriented on questionnaire in order to enable them to collect authentic data. Besides, the assessment team conducted 6 FGDs in Barguna and Patuakhali (3 FGDs in each districts) in order to find out real WASH scenario in those areas.

**ACHIEVEMENT**

- 364 micro groups were formed in 26 communities of Barguna and Patuakhali with a view to establish a platform in the community level to deliver further development & humanitarian interventions directly.
- WASH assessment conducted with 500 HHs in Barguna and Patuakhali
- 6 FGDs conducted in Barguna and Patuakhali
- Unit level WASH community participatory workshop held with 22 volunteers and project staff
- WASH training provided to 98 community volunteers and project staff in Barguna and Patuakhali

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### Important Contacts (queries and grievances)

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<tr>
<th>Name and Designation</th>
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