

# Bangladesh Red Crescent Society

Together for a resilient community and better future



## MONTHLY ACTIVITY REPORT (MAR) APRIL, 2014

### ADMINISTRATION DEPARTMENT

The Department distributed Identity Card to BDRCS officials at National Head Quarter (NHQ), Units, Maternal Care Hospital, Blood Donation Centre and others aiming to increase accessibility of BDRCS officials to other institutions whenever needed. A total of 264 official/staffs were covered till the reporting month. Besides, visiting cards had also been prepared and distributed to the staff of the BDRCS.

In this reporting period, the Department prepared 10 days roster for guards and security persons in order to ensure office and assets security. Different official documents like office orders, circulars and notice had been distributed among the staff at NHQ BDRCS. Apart from these, the Department undertook various routine works like, providing absentee statement of the BDRCS staff to the Accounts Department for preparing monthly staff salary. Bills for electricity and Robi Telecom had also been prepared and submitted to the Accounts Department for taking necessary action regarding this issue. A preparation was taken in this month to observe 8 May (International Red Cross and Red Crescent Society).

#### ACHIEVEMENT

- ✦ Distributed Identity cards to BDRCS staff
- ✦ Prepared roster for security guards
- ✦ Extended support to Accounts staff salary and other corporate bills

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

The Programme organized monthly coordination meeting at 10 communities with 146 Community Disaster Management Committee (CDMC) members including 80 male and 66 female under the intervention areas. Various project related issues like tree sapling care, Community Resource Centre (CRC), basic training, monitoring of saplings, land donation for CRC establishment, pure drinking water, livelihood & shelter support, DREF (Disaster Response Emergency Fund) formation, school session and quiz competition, court yard meeting, WASH and cyclone shelter management training. Besides, bi-monthly coordination meeting was also organized with Community Disaster Response Team (CDRT) members at 5 communities. A total of 92 members including 55 male and 37 female participated and shared their views on social ranking, NDPD 2014, training and social ranking etc.

Bi-monthly coordination meeting was held with 4 Unit Disaster Management Committee (UDMC) members under the project intervention area. A total of 110 members including 95 male and 15 female participated the meeting. Besides, two meetings were held with Project Implementation Committee (PIC) members at Jamalpur and Jessore district. Total 9 PIC members (including 7 male and 2 female) participated and shared their opinion on different project issues.

Awareness raising court yard meetings were conducted at 10 communities under the project intervention areas. Objective was to provide information on Basic Disaster Risk Reduction at the community level.

Issues like seven Principles of RC/RC Movement, community disaster, thunder, basic of DRR and CCA and flood issues were discussed in those meetings. A total of 2132 people (564 male and 1568 female) were reached through 72 meetings.

The CBDRR Programme conducted school sessions at 10 communities where the students were informed about natural disaster and climate change in Bangladesh. A total of 1170 students including 508 male and 662 female from 30 schools participated in the sessions.

**Table: Monitoring of planted saplings at different communities**

Community	Total saplings	Status of the sapling			
		Good	Mod-erate	Death/ Missing	Replace-ment
Dhalchar	1500	1015	138	347	16
Charpatila	1500	772	113	615	-
Charjatin	1500	1200	100	200?	10
Dasherhat	1500	1100	120	280?	-
Kulkandi	1850	1190	180	330	150
Makhoner-char	1900	1288	188	374	50
<b>Total</b>	<b>9750</b>	<b>6565</b>	<b>839</b>	<b>1666</b>	<b>226</b>

#### ACHIEVEMENT

- ✦ Conducted meetings with 10 CDMC, bi monthly coordination meeting with 4 CDRT & 4 UDMC and 2 PIC meeting
- ✦ Organized 72 court yard meetings and sessions with 30 schools

### COMMUNITY DEVELOPMENT INITIATIVE (CDI) PROGRAMME

The Programme conducted monitoring of second installment of Income Generating Activity (IGA) and total of 586 households (HHs) were covered in Rangpur (308 HH) and Gopalganj (278 HH) district. The output level result was found that the 586 HH enhanced their income and running their IGA with good earnings.

During this reporting period, follow up classes of non-formal education with 18 batch were conducted in Rangpur and Gopalgong district where 480 participants continued their education. A total number of 4 community Nurseries were developed in Rangpur and Gopalganj in collaboration with Agriculture Department. The Nursery grew 200,000 saplings and a total number of 15,000 saplings were sold out to the community people. After receiving the tailoring training, as a part of making poor women self-reliant, 30 women started tailoring business and started their earning.

Besides, 36 court yard meetings on CBHFA (Community Based Health and First Aid) at community level were held in Gopalganj and Rangpur district which covered 615 participants. Moreover, constructions with necessary furniture of four Community Information Centres (CICs) were completed in Rangpur and Gopalganj district.



**Figure: Community Information Centre (CIC)**

Four meetings with 36 Community Program Community (CPC) members were conducted in Rangpur and Gopalganj district. Besides, four meeting with Community Disaster Response Team (CDRT) members and 2 meetings with Unit Disaster Response Team (UDRT) members were conducted with 78 and 42 participants in Rangpur and Gopalganj district.

#### ACHIEVEMENT

- ✦ Conducted monitoring of 2<sup>nd</sup> instalment of IGA grant and poor women who received tailoring training
- ✦ Organized 36 courtyard session on CBHFA
- ✦ Completed construction of 4 CIC
- ✦ Organized meeting with CPC, CDRT and UDRT

### DISASTER RESPONSE DEPARTMENT

The Department started process documentation for four early recovery projects conducted in recent period. The projects are 'Aila Recovery Project implemented in Dacope upazila, Khulna; Cyclone Mahasen Early Recovery Operation in Patuakhali and Barguna district and Emergency Appeal for Floods and Landslide in Coxsbazar, Bandarban, Chittagong and Kurigram district. Two teams, including members from BDRCS and IFRC, were deployed for 10 days, starting from 1 April to 10 April 2014, from NHQ BDRCS for the process documentation. After successfully completion of the program, the team submitted report to BDRCS and IFRC management.



**Figure: Cash grant (Cheque) distribution among affected families after political violence in Lalmonirhat**

End line survey of 'Cyclone Mahasen Early Recovery Operation' was conducted successfully in Barguna and Patuakhali district on 22-26 April 2014. A team consisting of 6 officers from NHQ, BDRCS and IFRC were deployed for this purpose. The team provided orientation to 20 RCY (Red Crescent Youth) on survey questionnaire in Baguna and Patuakhali. After the orientation volunteers were deployed to the respective field for conducting the end line survey.

Under the Other Situation of Violence (OSV) project, relief had been distributed among 101 political violence affected families with the help of ICRC and IFRC in Lalmonirhat (70 families) and Panchagar (31 families). Among the affected families of Lalmonirhat district, 54 were fully and 16 were partially affected whereas in Panchagar, 13 were fully and 18 partially affected. Each of the fully affected family received BDT 15,000 and partially affected family received BDT 10,000.

Response Department distributed emergency relief among 190 nor'wester (in Bengali it's called 'Kalboishakhi') affected families in Ne-

trakona district. Each of the families received 2 pieces of Tarpaulin, 2 pieces of Jerry can and 1 box family kit. After conducting the assessment by the district unit, relief were distributed



**Figure: NFIs distribution among affected beneficiaries after nor'wester (Kalboishakhi) in Netrokona.**

among the beneficiaries successfully. BDRCS and IFRC joint Disaster Preparedness (DP) stock was utilized in this response.

Pre disaster meeting was held on 28 April, 2014 at BRAC INN Center, Mohakhali, Dhaka. Hon'ble Chairman and Secretary General of BDRCS, HoD of IFRC, representatives from PNSs, & Asia Pacific Zone (APZ), IFRC and Directors and Officials from different Departments of BDRCS and IFRC were present in the meeting. Important decisions regarding further disaster response were taken.

#### ACHIEVEMENT

- ✦ Conducted process documentations for early recovery projects
- ✦ Completed end line survey for Cyclone Mahasen early Recovery operation
- ✦ Relief distributed to 101 families in Lalmonirhat and Panchagar district
- ✦ Distributed emergency relief to 190 Nor'wester (Kalboishakhi) affected families

#### FUND RAISING DEPARTMENT

In April 2014, the Department collected 4,000 ball pens from GQ Marketing LTD on 07 April, 2014. A inter organizational relationship was developed with GQ marketing LTD through the fund raising process. 2<sup>nd</sup> letters was send to Chairman of Bangladesh Telecommunication Regulatory Commission (BTRC), requesting for short code allocation in favour of Bangladesh Red Crescent Society. During this reporting period, the department communicated with the telecom operators like Banglalink, Grameenphone, Robi & Airtale to follow-up the progress for selling the 20<sup>th</sup> Red Crescent Lottery ticket through SMS/M-Ticketing. Besides, the Department started enrolling regular individual donors. The Department communicated with Mrs. Parvin Banu, Joint Secretary, IRD, Ministry of Finance for collecting emergency fund through SMS.

The Department started process for procuring Note pad, key ring, coat pin, pen, show piece plate and first Aid Bag. The Department also embarked upon a special fundraising drive by enrolling life member during the observation of World RC/RC day on 8<sup>th</sup> May. In this regards letters send to all districts units, Holly Family Red Crescent Hospital and Holly Family Red Crescent Medical College and Blood Bank.

During the reporting month, an amount of BDT 141,255/- and BDT 9,526/- was collected and deposited in the Sonali Bank respectively by selling souvenir item and from the donation Box.

#### **ACHIEVEMENT**

- ✦ 4000 ball pens collected from GQ Marketing LTD
- ✦ Follow up done for selling 20<sup>th</sup> Red Crescent Lottery ticket through SMS/M-Ticketing
- ✦ Communicated with Joiner Secretary (IRD) under the Ministry of Finance for collecting the emergency fund through SMS
- ✦ Deposited an amount of BDT 150781/- in Sonali Bank by selling souvenir item and from the donation boxes.

#### **HUMAN RESOURCE DEPARTMENT**

The Department transferred one staff at National Head Quarter (NHQ). Apart from this Department involves in various activities like recruitment, processing for resignation, providing yearly increment, staff regularization of BDRCS. In this connection, department recruited one person under revenue, released one person from Fund Raising Department, provided yearly increment to 19 employees and regularized one staff of Fund Raising Department.

#### **ACHIEVEMENT**

- ✦ Transfer, recruitment, increment regularization of staffs of BDRCS was processed by the Department

#### **ESTATE DEPARTMENT**

During the reporting period, the Estate Department collected an amount of BDT 12522220 as rent from different sources like different buildings in Motijheel, Mitfort, Eskaton Road, Mirpur Road, Mohakhali, Chittagong Base Depot, NHQ and lease of fruit trees, pond, Pubali Bank and etc. against the plan of collecting BDT 43576488. The rest amount, BDT 31054268 has not been collected due to non-cooperation of tenants.

#### **ACHIEVEMENT**

- ✦ Collected 12522220 as rent

#### **PLANNING & DEVELOPMENT (P&D) DEPARTMENT**

In April 2014, the Department communicated with Senior Assistant Secretary of the Ministry of Health and Family Welfare for getting the information of the BDRCS Law, especially to get the comments from Ministry of Finance and NBR.

The Department received the report Organizational Capacity Assessment and Certification (OCAC) report from Geneva and started process for sharing OCAC findings within BDRCS and among Movement Partners. During this reporting period, incorporating the recommendation of Managing Board meeting, the Department placed the organogram before honourable Chairman for his permission on circulating it Movement wide.

In the same month, staff of the P&D Department participated webinar training on Water and Sanitation (WatSan) which was organized by the IFRC AP Zone.

#### **ACHIEVEMENT**

- ✦ OCAC workshop report shared with the participants
- ✦ Organogram revised and submitted to the Hon'able Chairman for approval and circulation

#### **PLANNING, MONITORING, EVALUATION AND REPORTING SECTION**

In April 2014, the PMER Section further processed for the Midterm Evaluation of Strategic Development Plan (SP) 2011-15. During the reporting month, PMER Team developed data collection template for the reporting focal persons of relevant Department/Programme/Project of BDRCS which will be followed on providing data against selected indicators. The Section also took preparation (preparing workshop schedule, cash request, group work materials etc) for organizing a workshop with the reporting focal persons in the following month.

PMER Officer extended support to 'Cyclone Mahasen Early Recovery Operation' in end line survey. He was involved in formulating the questionnaire and data entry template. He also conducted the orientation sessions with the enumerators at Barguna and Patuakhali district.

Three PMER Officers started an online training on WATSAN (Water, Sanitation and Hygiene) organized by Asia Pacific Zone of IFRC, Malaysia.

#### ACHIEVEMENT

- ✦ Processed further for Mid Term Progress review of SP 2011-15
- ✦ Extended support to end line survey of Cyclone Mahasen Early Recovery Operation

#### TRACING DEPARTMENT

In April 2014, the Tracing/RFL Department performed different RFL related activities. A total of 7 Red Crescent Messages (RCMs) exchanged in collaboration with ICRC. The messages were received from United Kingdom (UK) and Myanmar which were distributed to the families in Cox's Bazar and Sylhet district of Bangladesh. These initiatives reduced anguish of the receivers by re-establishing contact.

The Department processed repatriation of 2 Bangladeshi Nationals from KLIA Immigration Depot in Kuala Lumpur, Malaysia. Besides, the Department received 110 notifications from Thailand with the collaboration of Thailand Red Cross and International Committee of the Red Cross (ICRC).

The Department organized half day workshop on 'BDRCS Tracing Services' for senior and mid level government officers from different ministries, Media and other stakeholders. This initiative will enhance coordination among the stakeholders and also contribute towards effective service delivery. Besides, 2 orientation sessions on

Tracing services were conducted with the students of Kosba Govt. Boy's High School and Rajbari High School. Moreover, updated information of 5 survivor families in Rana Plaza incident were collected through family visit.



**Figure:** Survivor family visit for information up-gradation (Rana Plaza incident)

#### ACHIEVEMENT

- ✦ Received 7 RCM from UK&Myanmar and disseminated to Cox's Bazar&Sylhet
- ✦ Repatriated 2 Bangladeshi nationals from Malaysia
- ✦ Sent notification to 110 family
- ✦ Organized half day on 'BDRCS Tracing Service'

#### TRAINING DEPARTMENT

In April 2014, Department organized 11 training courses on Basic First Aid (FA) for Save the Children, Dane Church Aid, Novertis Bd Ltd, Oxfam GB, ICRC, Islamic Relief and Abdul Monem Sugar Refine Ltd. A total of 252 participants (Male-213, Female-39) acquired knowledge on First Aid and technique on how to apply in time of need.

6 training courses on Search and Rescue were organized for Save the Children, Dane Church and Islamic Relief in Satkhira, Durgapur, Shamnagar and Patuakhali. A total of 151 persons (Male-117, Female-34) received knowledge on Search and Rescue. The attendees are now capable to take part in search and rescue.

The Department arranged 03 orientation courses on Disaster Risk Reduction (DRR) for Save the Children and Dane Church Aid in Sathkhira, Durgapur and Netrokona. A total of 76 persons (Male-57, Female-19) attended the orientation courses. The main purpose of the orientation was to provide knowledge on DRR to the participant.

During this reporting period, Safer Access Workshop was organized in collaboration with ICRC in Rajshahi. A total number of 30 persons (Male-29 Female-1) attended the workshop and acquired knowledge on operational risks during the intervention in conflict and/or other situation of violence (OSV). The purpose of the workshop was to get the participants ready to respond effectively and efficiently.

#### ACHIEVEMENT

- ✦ 11 training courses on First Aid, 06 training courses on Search and Rescue organized commercially
- ✦ 3 orientation courses on DRR and 01 workshop on Safer Access organized respectively in Sathkhira, Durgapur, Netrokona and Rajshahi

#### TSUNAMI RESIDUAL FUND (TRF) PROJECT

During this reporting period, CHT-CDI organized training on Community Based Health and First Aid (CBHFA) for UDRT and CDRT members. In order to reduce different communicable diseases and develop health condition of the villagers in CHT-CDI program area, 30 volunteers were trained on Community Based Health and First Aid (CBHFA). In the same month, another training was organized for 28 CDRT members on PHAST in Bandarban and khagrachari.

Community Development meeting (CD), Community Disaster Response Team (CDRT) meeting and Unit Disaster Response Team (UDRT) meeting was held in Bandarban and Khagrachari with 42, 96 and 81 participants respectively.



**Figure:** DRR and WATSAN Training in Dhaka for Khilgaon Slum Community People

UDRR Program organized training on DRR & WatSan for Khilgaon Railway Slum dwellers. A total of 25 community people attended the training. The training participants got knowledge on disaster risk management, safe drinking water, advantage of sanitation facilities and hygiene practice.

#### ACHIEVEMENT

- ✦ CHT-CDI organized training on Community Based Health and First Aid for CDRT and UDRT member
- ✦ CDRT, CDC and UDRT meeting held under CHT-CDI Program
- ✦ UDRR Program organized on DRR

### URBAN DISASTER RISK REDUCTION (UDRR) PROGRAMME

During the reporting month, several meetings held at different Units. Two meetings with UDRT members held in Dhaka and Rangpur Unit

with 50 participants with the support of American Red Cross (AmCross). Besides, safety club meeting held in 20 Core Schools under Dhaka and Rangpur Unit (10 meetings in each Unit). A total of 250 participants attended the meetings where they have learned about different types of disasters and trainings.



**Figure:** Drill exercise on earthquake

Moreover, the UDRR program organized 10 Half-day long community awareness sessions in Rangpur (4 sessions) and Dhaka (6 sessions).

The UDRR Programme organized drill exercises on earthquake held in 9 schools of Dhaka and 7 schools of Rangpur district. Participants of the drill exercises were informed about what to do before, during and after an earthquake. All the students, teachers and officials of those schools participated in the drill exercise.

#### ACHIEVEMENT

- ✦ Organized 2 UDRT meetings
- ✦ Conducted 20 meetings with Safety Club members at 20 schools
- ✦ Organized awareness sessions in Dhaka and Rangpur district
- ✦ Conducted 16 drill exercises in Dhaka and Rangpur district

### UNIT AFFAIRS DEPARTMENT

In April 2014, the Department collected monthly updates from 67 Units out of 68 Units of BDRCS. Although most of the ULOs (Unit Level Officers) are not well trained in reporting but working liability is being ensured through receiving monthly updates from them. Unit Affairs Department needs three ULOs for Jessore, Chapainowabgonj and Rajshahi City Unit.

A total of 152 Life and 350 Annual members were enrolled in different Units and NHQ of BDRCS. Department collected 20% shard money from this membership drive. The Department issued life membership certificate in favour of 196 members. An amount of BDT 40,500 had been collected as shared money from Units and NHQ of BDRCS. However, timely receiving of life member list and shared money were the key challenges. Moreover, the Department faced fund constraint for printing membership form, money receipt and certificates.

#### ACHIEVEMENT

- ✦ Collected BDT 40500 as shared money
- ✦ Enrolled 152 Life Members and 350 Annual members
- ✦ Distributed certificate to 196 Life Members

## **VULNERABILITY TO RESILIENCE (V2R) PROJECT**

In April 2014, the project completed construction of roof and fence of the 'Community Centres' in newly added communities named Char Unda and Char Montaz under Patuakhali district. It has created an opportunity for the community people meet at a specific place to discuss on the project issues and also taking participatory decision for better implementation of the activities. Community Disaster management Committee (CDMC) members were involved in overall supervision of the construction activities.

Community Disaster Response Team (CDRT) was formed at 9 communities under Patuakhali and 16 communities of Barguna district. A total of 625 people (418 male and 207 female) participated in the CDRT formation meetings. The team members will be able to response during any disaster at their community.. These teams will also collaborate with UDRT (Unit Disaster Management Committee) and CPP (Cyclone Preparedness Programme) during response.

Mock drills were conducted at 2 communities of Patuakhali and 7 communities of Barguna district. A total 12,660 people including 5,460 male and 7,200 female observed the sessions. These demonstrations disseminated messages on disaster preparedness so that people can realize what they should do during emergency period. However the challenge was to identify the actors and organize rehearsal in time.

The V2R Project completed rehabilitation of water point at the 4 communities of Pathorghata upazila under Barguna district. Under this initiative, re-excavation of pond and repair of Pond Sand Filter (PSF) were conducted at the community. This initiative will increase access to safe drinking water for the community than before.

Besides, monthly meetings with Project Implementation Committee (PIC) members held in Barguna and Patuakhali district. A total of 12 members (including 11 male and 1 female) were present in those meetings where they discuss on the progress of ongoing project activities and also highlights the challenges.

Water user group was formed at 10 communities of Patuakhali district. The group is consisted of 7 members and they will provide massages and taking care of water and sanitation issues in their respective communities.

The project finalized 25% households from 27 communities for providing livelihood grant distribution and training on homestead gardening. The recipient will be the female member of selected households.

Moreover, schools were selected from 11 communities under Patuakhali district. It has created an opportunity to provide DRR (Disaster Risk Reduction) and WASH (Water, Sanitation and Hygiene) related message to the selected school teachers and students.

### **ACHIEVEMENT**

- ✦ Formed 25 CDRT in Patuakhali and Barguna district formation
- ✦ Conducted mock drill at 9 communities of Patuakhali and Barguna district community level
- ✦ Rehabilitated water points at Pathorghata, Barguna district
- ✦ Finalized 25% vulnerable HH for livelihood grant & training on homestead gardening

## **INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SECTION**

ICT Section established a secondary link for ensuring redundancy and uninterrupted internet connection at BDRCS premises. A new router was installed for better internet service and handling more users. Minor changes was made on the BDRCS Website. Besides, operating system of several computers were upgraded to Windows 7 and created email addresses for BDRCS staff. Moreover, report on RMS (Resource Management System) was finalized during the reporting period.

### **ACHIEVEMENT**

- ✦ Ensured redundancy of internet connection
- ✦ Installed powerful networking devices
- ✦ Created email address for BDRCS staff
- ✦ Modified BDRCS Website

## **Bangladesh Red Crescent Society (BDRCS)**

The Bangladesh Red Cross Society was constituted on 31 March, 1973 by the President's Order No.26 of 1973 with retrospective effect from the 16 December 1971. The Society was recognized by ICRC on 20 September, 1973 and admitted to the International Federation of Red Cross and Red Crescent Societies (IFRC) on 2 November, 1973. The name and emblem were changed from Red Cross to Red Crescent on 4th April 1988 vide Act 25 of 1988. The President of the People's Republic of Bangladesh is ex-officio President of the Society. BDRCS is conducting different interventions covering five divisions, namely, Disaster Management, Health Services, Planning & Development, Central Support Services and Finance & Accounts through its 68 Unit/Branches across the country.

### **Vision**

To become an effective and efficient humanitarian organization in Bangladesh by 'doing more' 'doing better' and 'reaching further'.

### **Mission**

To prevent and reduce human sufferings and save lives of the vulnerable people.

### **Important Contacts (queries and grievances)**

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