ADMINISTRATION DEPARTMENT

In July 2013, the Department distributed Identity Cards to BDRCS officials at National Head Quarter (NHQ), Units, Maternal Care Hospital, Blood Donation centre and others. Key objective was to increase accessibility of BDRCS officials to other institutions whenever need. A total of 245 officials/staffs had been covered till date. Besides these, visiting cards had also been prepared and distributed among 180 BDRCS staffs till date.

For ensuring office and asset security of the Society, the Department prepared 10 days roster for guards and security persons. Different official documents like office orders, circulars and notices had been distributed among the staffs at NHQ BDRCS. Besides, the Department undertakes various routine work like providing attendance status of the BDRCS staffs to Accounts Department for preparing monthly staff salary. Bills for electricity and Robi Telecom had also been prepared and submitted to Accounts Department for taking necessary action. Besides, for observing National Mourning Day (i.e. death anniversary of the Father of the Nation) with due respect, formulation of organizing committee was under process during the reporting period.

COMMUNITY BASED DISASTER RISK REDUCTION (CBDRR) PROGRAMME

In this reporting period a total number of 4 coordination meeting was held between CPP and CDRT for rapport building. The main objective of the meeting was to take assistance from CPP in implementing CBDRR programme. 144 participants (Male-92, Female-52) were participated in 4 coordination meeting.

Mock drill was organized by CBDRR Programme on Early Warning System, Preparedness and Cyclone Shelter Management in order to building capacity of the community people. And also enhance the community access in existing early warning system of cyclone and cyclone shelter management. A total number of 850 (Male- 445, Female- 405) students, teacher, CPP staffs and volunteers were participated in the simulation.

Another Monthly coordination meeting for Community Disaster Management Committee (CDMC) was organized at 10 communities under Bhola (Dhalchar, Charpatila, Dasherhat and Charjatin), Satkhira (Pujaila and Uttar Sharsah), Jessore (Sheikhpura and Kathaltola) and Jamalpur district (Kulkandi and Makhonerchar) to increase the capacity of the community in implementation of the project activities. A total number of 143 members (Male-79 Female- 64) were participated in those meeting. Key discussion issues of the meeting were tree plantation, land searching for Canadian Red Cross (CRC), upcoming disaster.

ACHIEVEMENT

- Distributed 245 Identity Cards and 180 Visiting cards to BDRCS staffs
- Prepared roster for security guards
- Extended support to Accounts Department regarding staff salary and other corporate bills
Relief items such as Sari, Lungi and Tarpaulin had been distributed to the flood affected people of Northern Bangladesh. 2000 pcs of Sari, 2000 pcs of Lungi and 1000 pcs of Tarpaulin sheets have been distributed among the affected people of Panchagar and Thakurgaon District which solved clothing and shelter problem. A team was formed comprising ICRC, IFRC and BDRCS officials to conduct Joint Need Assessment (JNA).

Bi-monthly coordination meeting of Community Disaster Response Team was organized during the reporting period. A total number 168 (Male-97, Female-71) members were participated in the meeting where tree plantation, upcoming disaster, establishment of Canadian Red Cross (CRC) were discussed elaborately.

A consultation meeting was held with Forest Officer on tree plantation. Main objective of the consultation was to awareness rising on tree plantation through selection of appropriate tree based on disaster tolerant (Cyclone, flood, water logging and salinity). And also sharing the technical knowledge how to plantation on suitable and economical manure. A total number of 421 (Male-240 Female-181) community people participated in the consultation meeting.

Besides these another Bi-monthly Coordination meeting with Unit Disaster Management Committee was organized by the programme as part of awareness raising and accountability. A total number of 59(Male-56 Female-3) members were attended the meeting.

Project Implementation Meeting (PIC) was organized at Bhola, Jamalpur, Jessore and Satkhira Unit in order to form purchase committee for tree plantation. A total number of 18 (Male-16, Female-2) were attended in the meeting. It is also mentionable that some of RCY also attended in the meeting of Jessore and Satkhira.

ACHIEVEMENT
- Conducted Coordination meeting with CPP, CDRT, CDMC, CDRT and UDMC
- Organized Consultation Meeting with Forest Officer and Community People
- Project Implementation Meeting (PIC) conducted
- Organized Mock Drill on Early Warning System, Preparedness and Cyclone Shelter Management

**ACHIEVEMENT**
- Distributed 155 water tank to 155 families in Dacope Upazila of Khulna
- Distributed 2000 piece of Sari, 2000 Lungi and 1000 Tarpaulin sheets to flood affected people of Northern Bangladesh
- Formed a team for conducting JNA

**ESTATE DEPARTMENT**

In July the Department has collected rents from different sources of BDRCS like three Bhabans (building) in Motijheel, Mitford, Eskaton Road, Mirpor Road, Mohakhali, Chittagong Base Depot, NHQ, Pubali Bank, leased Trees and Ponds etc. An amount of BDT 36,390,658 (CHF 454,883) has been collected as rent from the aforesaid sources during the reporting month. On the other hand, the Department faced problem in collecting arrear rents as there were non-cooperative attitude from tenant individuals and organizations. Therefore, an amount of BDT 29,844,957 (CHF 373,061.96) couldn’t be collected from different tenants.

ACHIEVEMENT
- Collected BDT 36,390,658 (CHF 454,883) as rent

**DISASTER RESPONSE DEPARTMENT**

Under Water Tank and Community Latrine Distribution under Cyclone Aila recovery project, 155 water tanks were distributed to 155 families of 3 communities in Dacope Upazila of Khulna. Through this Water Tank the beneficiaries will be able to harvest rain water and prevent open defecation in the area.
HUMAN RESOURCE DEPARTMENT

In July 2013, the department was involved in various activities like transfer, recruitment, processing for resignation, providing yearly increment, staff regularization, provident fund and contract extension of BDRCS staffs. During this month, the department processed for transfer of 14 staffs in NHQ BDRCS, Red Crescent Hospital, Red Crescent Maternity Hospital and Unit, recruitment of 3 staff, and yearly increment for 62 officials and staffs. All recruited and transferred staffs joined in respective work places.

ACHIEVEMENT

Processed for 14 transfer, 3 recruitment and yearly increment for 62 officials and staffs.

FUND RAISING DEPARTMENT

In July 2013, the Department collected an amount of Taka 90,185 by selling souvenir items to different organizations, individuals and BDRCS officials. Work order has been given to Amecon for development of donation box and 1000 Regular Individual Donor Enrolment Form procured as a part of fundraising initiative during the reporting month. Also an initiative has been taken to procurement of Folder, Dinner Plate, Dessert Plate, Flower Vase, Office Bag etc. Besides, Director of the Department participated in the Asia Pacific Fundraising Network (APFN) meeting in Philippines during 4-6 July 2013. These activities help the Society to raise fund as well as develop inter and intra organization relationship. The Department face lack of cooperation from suppliers of souvenir items in terms of timely delivery though.

ACHIEVEMENT

- Collected BDT 90,185 (CHF 1127.31) by selling souvenir items
- Work order to Amecon for development of donation box
- Procured 1000 regular Individual donor enrolment Form

HEALTH DEPARTMENT

In July 2013, Primary Health Care project provided Ante Natal Care, Normal Delivery, Post Natal Care, health education, general patient care, Expanded Program of Immunization (EPI), Pathological services to target community through 56 Mother and Child Care (MCH) Centres in 27 Districts of Bangladesh. Out of 56 centres 6 centres had collaboration with Risk Reduction through Empowering Women (German Red Cross and Canadian Red Cross Consortium). Other 11 Centres implemented Non Communication Disease (NCD) prevention activities and 5 Centres implemented Anemia prevention activities in collaboration with Japanese Red Cross. Another 5 Centres implemented promotion of environment friendly and smoke reduces stove intervention in collaboration with GIZ. A total of 13463 mother and child were served through this project during the reporting month. However, improving the quality of care had still been a challenge along with arrangement of transportation for regular monitoring of 56 centres.

Primary Health in Emergency project conducted training with Emergency Health Volunteers in Golachipa Upazila of Patuakhali District. Training participants visited Patuakhali Unit office and CPP office at Golachipa. They met 26 volunteers and discussed regarding their activity. During the reporting period, the Project provided First Aid Training to 608 people. As part of awareness building on basic health and hygiene issues, 598 people were rehydrated and taught about hand wash and 132 health education sessions conducted with 3,894 participants. A total of 5100 people were served in the community during the reporting month. However, volunteers demand more training for reaching more people.

Moreover, NHQ Medical centre provided medical treatment to 155 patients, conducted Extended Program of Immunization (EPI), family planning services, health education sessions for Slum dwellers of Moghbazar and Non Communicable Disease (NCD) services to Slum dwellers of BDRCS.
Under the Road safety Project, maintenance of 17 Billboards in different spots of Dhaka-Chittagong, Dhaka-Sylhet and Dhaka-Benapole highways had been carried out with revised contact information of volunteers. Data collected from 4 hospitals and 4 highway police box in Dhaka-Chittagong and Dhaka-Benapole highways. The following table represents the services provided to injured people by the project.

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<tr>
<th>Name of spots</th>
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**ACHIEVEMENT**
- Served 13463 mother and child through PHC project
- Collected data from 4 hospitals and 4 highway police box
- Provided FA to 37 injured people
- PHIE project provided FA to 608 people and dehydration knowledge to 598 people
- Organized 132 health education session
- Medical Centre at NHQ provided treatment to 155 people

**PLANNING AND DEVELOPMENT (P&D) DEPARTMENT**
In July 2013, the Department processed for recruitment of PMER Officer for TRF project. Advertisement and other HR procedures were completed during the reporting period. The Department also developed training module on ‘Management Training’ for capacity building of 10 Units of BDRCS. Units are also specified through a discussion with Director Unit Affairs, Finance other OD staff.

**ACHIEVEMENT**
- Processed for recruit a PMER Officer for TRF Project
- Developed draft module for Management Training

**PLANNING, MONITORING, EVALUATION AND REPORTING (PMER) SECTION**
In July 2013, PMER Section worked on completion of MAR of March and May and started working on April and June MAR. The Section also sent a status report of MAR submission to all Departments. Monthly meeting in participation of all members of the Section held in first week of the month. Recruitment of a Program Officer (PO) for P&D Dept and a PMER Officer for TRF project have been finalized. The Section also followed up the process of renovation of PMER Section.

**ACHIEVEMENT**
- Worked on MAR of March and May 2013
- Finalized recruitment process for PO and PMER Office of TRF
TRAINING DEPARTMENT

In July, the Department conducted an orientation course on RCRC Movement with 22 officials (male-19, female-3) of BDRCS. Three training course on Basic First Aid have been conducted with BDRCS, TULLOW BD Ltd and Saidabad Water Treatment Plant respectively. A total of 52 employees (male-49, female-3) received training from those three organizations. One refresher course on First Aid also conducted with 8 employees of TULLOW DB Ltd. The participants have gathered adequate knowledge on First Aid and are capable to provide first aid service whenever needed. They also have become motivated to disseminate key message of RCRC Movement.

ACHIEVEMENT

♣ Conducted orientation on RCRC Movement with 22 BDRCS officials
♣ Organized 2 training courses on First Aid with 52 inner and outside participants
♣ Organized refresher course on First Aid with 8 employees of TULLOW DB Ltd.

TRACING DEPARTMENT

3 Red Crescent Messages (RCMs) collected from different Units and sent to Georgia, Iraq and Myanmar for distribution in collaboration with ICRC Dhaka, Myanmar Red Cross and BDRCS Units. The initiative helps reduce distress of the families of the missing people. Notification sent to 1 family in Chandpur. Data Entry, cross match and follow-up all tracing request to obtain information of missing people have been carried out jointly. As per Department data as of end of reporting month, 149 was still missing out of 462 tracing requests. Among the traced people 229 were found dead, 11 hospitalized, 16 returned home and 57 found to have registered twice.

ACHIEVEMENT

♣ Collected 3 RCMs from different Units and sent to Georgia, Iraq and Myanmar
♣ Sent notification to 1 family in Chandpur
♣ Found 313 people among 462 missing

URBAN DISASTER RISK REDUCTION (UDRR) PROGRAMME

During the reporting period, Basic First Aid training has been organized by the Program in collaboration with American Red Cross under Dhaka City Unit with participants from Agrani School & College and Laboratory School. 6 students, 3 teachers and 3 members from community altogether 12 persons from each schools participated in the training.

Basic Disaster Risk Management training was held in Rangpur with participants from 3 schools under Rangpur Unit. 27 students and 3 teachers altogether 30 participants participated in each of the training.

Urban Disaster Response Team (UDRT) meeting held in Dhaka and Rangpur Unit with 25 participants in each meeting.

Safety club meeting held in 10 core schools of Rangpur Unit where DPSS project and disaster related issues were discussed. As schools of Dhaka City Unit were closed so Safety Club Meeting was not being conducted in Dhaka.

Besides, TRF consultation meeting on project implementation held in Dhaka Unit.

ACHIEVEMENT

♣ Conducted Basic First Aid training 12 participants of Agrani School & College and Laboratory School
♣ Conducted training on Basic Disaster Risk Reduction and meeting with 27 students under Rangpur Unit
♣ Organized UDRT meeting with 25 members
♣ Conducted Safety Club meeting with 10 schools of Rangpur Unit
♣ Arranged TRF consultation meeting in Dhaka Unit

VULNERABILITY TO RESILIENCE (V2R) PROJECT

In July 2013, Vulnerability Capacity Assessment (VCA) exercise was held at community level in order to improve unit capacity in project implementation. A number of 8 communities under Barguna and Patuakhali districts people (Male-68, Female- 51) participated in the exercise. The objective of the exercise was to discover hazards and resources which community people can minimize during disaster.
An assessment and analysis was conducted on livelihood at community level by the British Red Cross consultant to find out which livelihood options are suitable for the community people. Recommendation was also developed for strengthening and diversifying livelihoods of community people for resilience building. 6 Community of 2 Upazila of V2R project was covered by the assessment. After conducting the assessment, a dissemination workshop was organized at Unit Office for sharing findings and recommendation with the community.

Community Disaster Management Committee (CDMC) was formed in the month of July to develop a working platform on DRR by involving community members. A total number 374 people (Male 242, Female-135) of 26 communities (16 under Borguna District and 10 under Patuakhali District) engaged in this committee. Those community people got priority to be a member of CDMC who had their positive attitude towards implementation of project. Main purpose of the committee was to involve the members in development process and risk reduction activities.

Project organized Monthly Project Implementation Committee (PIC) meeting at Barguna and Patuakhali Unit Office. A total number of 10(Male-10, Female-01) PIC members participated in the meeting and they were informed about the ongoing activity and plan of action.

During this reporting period refresher training on Finance management was organized by the project at RDF Tower, Barguna. A total number of 21 staffs (male -18, female-03) were participated and trained on financial issue.

**ACHIEVEMENT**
- Completed Vulnerability Capacity Assessment (VCA)
- Conducted an Assessment and analysis on livelihood
- Formed Community Disaster Management Committee (CDMC)
- Conducted Project Implementation Meeting (PIC)
- Organized refresher training on Finance Management
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.

<table>
<thead>
<tr>
<th>Name and Designation</th>
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<th>Phone</th>
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<tbody>
<tr>
<td>Prof. Dr. M.S. Akbar, MP Chairman</td>
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<td>+88 01819 223603</td>
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