ADMINISTRATION DEPARTMENT
During the reporting period, the Department distributed Identity Card and Visiting Card to BDRCS officials at National Headquarters (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 744 officials were provided with ID Card and 446 Officials were given Visiting Card.

Besides, the Department prepared 10-day roster for guards and security persons in order to ensure office and asset security. Different official documents like office orders, circulars and notice were distributed among the staff at NHQ and Units of 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 were also been prepared and submitted to the Accounts Department for taking necessary action regarding this issue. BDRCS observed International Mother Language Day - 21 February and Independence Day-26 March which was also organized by the Admin Department.

COMMUNITY BASED DISASTER RISK REDUCTION (CBDRR) PROGRAMME
School sessions were conducted with the presence of students and teachers of the schools in the Khathaltola and Sheikpura community under the CBDRR Programme. These sessions mostly focused on on 7 principles of RCRC Movements and CBDRR Programme, WASH and hygiene practice in the community. During January to March, 2015, the programme conducted 144 sessions as per plan which covered 2625 community people including 1023 male and 1602 female. The participants came to know about RCRC Movements and its modality of work. They also learnt the importance of hand washing and overall hygiene practice at personal and family level.

The members of each micro group gathered for courtyard sessions facilitated by the project staff. A total of 288 sessions conducted as per plan which covered 2677 community people including 601 male and 2076 female. The key objectives were to exchange basic idea on disaster risk reduction (DRR) and ongoing activities of the programme. The sessions focused on 7 Principle of RCRC Movement. Quiz competitions were also organized for the participants based on the learning of the each session and 3 participants from each group were awarded with prizes.

In order to ensure safe housing, the project provisioned cash grant for targeted households in the twelve communities. Following beneficiary selection and technical verification, communities engaged in Participatory Approach for Safe Shelter Awareness (PASSA) exercise to identify the best ways of strengthening homesteads considering best practice, local hazards and availability of local resources.
Conducting simulation on cyclone was planned in 4 communities (Charjatin, Dasherhat, Dhalchar and Charpatila) of Bhola district.

As a regular activity, the programme arranged monthly meeting with the Programme Implementation Committee (PIC) members, coordination meeting with Community Disaster Management Team (CDMC) members, consultation meeting on health service and bi-monthly coordination meeting with Unit Disaster Management Committee (UDMC) during the reporting period.

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SECTION

The ICT Section, as a part of Logistic Department of the BDRCS, developed two forms; one is called ‘Procurement Request Form’ through which all the Departments, Sections, Programmes and Projects can submit any kinds of procurement request to the Logistic Department; the second one is ‘ICT Service Request Form’ which is developed to receive requests for the support service related to ICT. In January 2015, the ICT Section signed a two-year contract with Ergo Ventures Ltd for maintaining the BDRCS website. This will result in resolving the technical complications of the website like security, bug fixing, update relevant installed applications on the website.

In February 2015, the Section provided technical assistance on updating the IT (Information Technology) as per the requirement from the Departments and Units. The assistance was like replacing the existing old computer system with a new one, proving the new wireless connection etc. The ICT staff also introduced the internet user management system in BDRCS so that the Section now can monitor the modality of internet use.

A total of 413 households received cash grant support of BDT 15000 in two instalments for shelter repairing. Cash grant distribution was completed in six communities of Bhola district and two communities of Jessore district.

The CBDRR programme organized mobile health camp for the community people in it’s intervention areas during the reporting period. Patient consultation was provided by a specialized doctor in each community. A total of 7 health camps were organized against the target in the communities under Bhola, Jamalpur and Jessore communities. After the health check-up patients received necessary medicine from the programme. A total of 350 community people received consultation and medicine for various health complications.

DREF (Disaster Response Emergency Fund) has been established in 12 communities and continue the collection of monthly contribution BDT 5 per household in ten communities and BDT 10 per household in communities of Jessore district. The objective was to strengthen the capacity of CDMC (Community Disaster Management Committee) for small-scale emergency relief operations and also for making preparations in the case of imminent disaster before any donor organization reaches there.

As part of small scale disaster mitigation, CBDRR programme conducted road repair work with the collaboration of local government through cash for work in the community of Dasherhat, Manpura and Bhola. A total of 43 local people were involved in the cash for work. Two wooden culverts were also constructed in the same area.

CBDRR programme, to ensure livelihood support in the community, has planned to establish seed bank in the community. Women headed households were prioritized regarding beneficiary selection. A total of 32 women headed households received materials like 2 plastic drum (big and medium size) and 5 glass jar for seed bank in Sheikpura and Kathaltola community of Jessore.

The programme conducted mock drills with 4 communities, namely Charjatin, Dasherhat, Dhalchar and Charpatila under of Bhola district. The key object was to improve access of people to cyclone early warning services and also to enable communities to take timely action to protect their lives and assets. A total of 1800 people including 892 male and 908 female observed the drill on Cyclone Early Warning, overall preparedness, Search and Rescue. The primary beneficiary of this programme is community people especially who are highly exposed to cyclone and tidal surges living in coastal areas.
The Section also supported to IR & Communication Department in creating a platform in the social media (i.e. Facebook Page) for BDRCS. Now, the RCRC Movement followers in Bangladesh and also outer world can access what's going on in the National Society.

In March 2015, the ICT Section upgraded the IT system of Restoring Family Links, Unit Affairs, Estate, Engineering Cell and Fund Raising Department. Now, the respective Departments can operate their daily activities smoothly than before. Moreover, an annual contract had been signed with AKCEYCOM Ltd (an internet service provider in Bangladesh) for continuing the internet services with 20 Mbps bandwidth in BDRCS. Additionally, the Section introduced the private data storage system called NAS (Network Attached Storage) in BDRCS. In the piloting phase, the ICT Section covered two Departments of BDRCS; Training and IR & Communication and other Departments will be covered soon.

Apart from this, as a regular activity the ICT Section continuously provided their assistance and support to the NHQ BDRCS and Units for the betterment of the organization’s communication and overall IT system.

**ACHIEVEMENT**
- Signed contract with Ergo Ventures Ltd for website maintenance and AKCEYCOM Ltd for continuing the internet services in BDRCS
- Supported in creating the social media page of the BDRCS
- Introduced NAS in BDRCS

**DISASTER RESPONSE DEPARTMENT**

The department responded to launch capsize incident happens on 22 February 2015 which caused 70 deaths. The launched ‘ML Mostofa-3’ sank in Padma River with approximately 150 to 200 passengers.

In January 2015, the Response Department provided response to 6 fire incidents happened in Dhaka, Cox’s Bazar and Dinajpur District of Bangladesh. In Battala Slum, Mohammadpur under Dhaka District, a total of 500 were covered under the response where each family has received 1 piece of blanket and 1 piece of tarpaulin sheet. In Cox’s Bazar, 15 families were assisted and each of them received 2 pieces of blankets and 1 piece of tarpaulin sheet. In Dinajpur, a total of 54 families were assisted and each received 2 pieces of sarees, 2 lungies, 2 bathing soaps, 2 laundry soaps, 1 firebox and 12 candles.

The Disaster Response Department is implementing Flood Early Recovery Operation in Bogra and Sirajganj District of Bangladesh.

**ACHIEVEMENT**
- Responded to 6 fire incidents and launch capsize incident
- Started flood early recovery operation

**HUMAN RESOURCE DEPARTMENT**

During the period of January-March 2015, the Department was involved in various activities like recruitment, transfer, retirement issue, processing for resignation, providing yearly increment, staff regularization of BDRCS etc. Throughout the reporting period, the HR Department processed transfer of 27, retirement of 1, yearly increment to 77, regularization 2 (Jan) extension of contract for 14, provident fund to 5, promotion 1 (Feb) and removal from service of 1 staff.

Monthly coverage with gender disaggregated information of different HR activities during January – March 2015 is given in the table below:

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<tr>
<th>Activity</th>
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<td>Promotion</td>
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<tr>
<td>Removal from service</td>
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</table>

**ACHIEVEMENT**
Signed contract with Ergo Ventures Ltd for website maintenance and AKCEYCOM Ltd for continuing the - Transfer, retirement, increment, regularization, promotion, contact extension etc. of staffs of BDRCS was processed by the Department.
**FUND RAISING DEPARTMENT**

In January to March 2015, Primary Health Care (PHC) Programme, which is focused on Mother and Child Health, provided services in Ante Natal Care (ANC), normal delivery, Postnatal Care (PNC), health education, general patient care, Expanded Program of Immunization (EPI) support and pathological facilities to the community people through 56 MCH (Maternal and Child Health) centres. Among 56 MCH centres, 6 centres are implementing environment friendly and low smoke output stove distribution program in collaboration with GIZ (German International Cooperation). Networking of 25 MCH Centre was established and continued with an international organization which is working for club food children named ‘Walk For Life’. A project on Community Based Disaster Prevention and Health Activity, linked with Horinagor and Tentulia MCH Centres. Total17 MCH centres received the blue star concert from Social Marketing Company (SMC). Apart from these regular monitoring and supervision conducted at MCH centres to provide quality service to the community people.

A total of 70595 mothers and children were covered in 27 districts through different services of MCH centres in January to March, 2015. Specifically, total 4907, 1319,1595,13230,4883, 24500,4964, 22229 and 2968 community people were covered by providing antenatal care, normal delivery, postnatal care, pathology, family planning, health education, counseling, expanded program on immunization and general patient services respectively.

**Figure:** The graph represents the status of the beneficiary coverage by providing different types of services of the Health Department.

**ACHIEVEMENT**

- Received filled OCAC attribute tracking tool from the Departments of BDRCS
- Organized findings sharing workshop with BDRCS top management and reporting focal person
- Conducted capacity assessment exercise in Bandarban Unit

**PLANNING AND DEVELOPMENT DEPARTMENT**

The Department with the support of OD Manager, IFRC planned to move further on OCAC and the development of an attribute tracking tool was one of the activities in tracking the progress on the OCAC attributes. The tracking was made on the actions identified during OCAC exercise. The PMER section was involved in communicating each Respective Departments to make them able to put their input on the template. Later on, based on the filled template, OD Manager, IFRC started working on developing a project proposal for making further progress on the OCAC.

PMER Section of P&D Department initiated and accomplished several planned activities during January to March 2015. To begin with the midterm progress review on implementation of SP 2011-15, BDRCS, PMER Section organized a findings sharing workshop with the BDRCS top management and reporting focal person at BDRCS conference room. The final version of the progress review report in now under printing.

PMER staff supporting to Gender Baseline Survey through developing the study methodology and the relevant tools for data collection. The methodology was also shared with the gender working committee members for review.

PMER Section dealt with compilation of Monthly Activity Report (MAR) for the last six months July - December, 2014. MAR usually compiles monthly updates received from different Departments. However, this time PMER section had to publish 6 months MAR due to involvement of PMER staff in finalizing the midterm progress review report.

PMER staff supported to ICRC (International Committee of the Red Cross) funded OD (Organizational Development) project through assessing the Capacity Assessment exercise for Bandarban Red Crescent Unit.

The budget of the TRF (Tsunami Residual Fund) project was revised by each of the related Departments of BDRCS. Besides, the relevant Department developed a new Plan of Action (PoA) for the upcoming nine months as the TRF has been extended upto December 2015.

**ACHIEVEMENT**

- Received filled OCAC attribute tracking tool from the Departments of BDRCS
- Organized findings sharing workshop with BDRCS top management and reporting focal person
- Conducted capacity assessment exercise in Bandarban Unit
**TRAINING DEPARTMENT**

In January to March, 2015, the Department conducted training related regular activities. A total of 97 Red Crescent Messages were exchanged in collaboration with ICRC Dhaka, Myanmar, Thailand and BDRCS Units. Most of the messages were received from Myanmar, Thailand and sent to Sirajgang, Bandarban, Chittagong, Cox’s Bazar, Narshindi, Shatkhira and Dhaka City Unit. Apart from these, 2 new messages were sent to Australia and Malaysia and reply of the RCM was also handed over to a Pakistani in Kasimpur Jail in Bangladesh. The main objective of exchanging RCM is to reduce the anguish of the families of detainees by the re-established contract.

In January 2015, awareness sessions were organized at the district and Upazila level, e.g. Cox’s Bazar and Teknaf. In this regards a joint team of BDRCS and ICRC visited Cox’s Bazar and Teknaf for displaying short film produced by RFL Department, aiming to raise awareness among the community people on BDRCS RFL activities, complicity of illegal migration, benefits of legal migration. A total of 425 (male-250 and female- 175) were directly participated the session and 2000 community people received messages of the awareness session indirectly.

Besides, the Department distributed hygiene kits to 158 foreign detainees in different Jails of Bangladesh in collaboration with ICRC, jail authority and Deputy Commissionerar’s (DC) office. The Department also distributed cash grand among 15 most vulnerable missing families of Rana Plaza building collapse with the collaboration of Youth and Voluneeer (Y&V), Disaster Response, Finance Department and Chairman’s Secretariat. The donation was received by the Chairman from UK Bangladeshi friends during the visit of Chairman in UK. In March 2015, Tracing Department set up a Tracing post to collect the missing and dead list at Paturia-Dolodia Ghat in Manikganj District where a launch MB Mostofa capsized. During implementing these activities Tracing Department faced different challenges like political instability, volunteers and staffs were at risk during continues blocked and hartal and to minimize the risk staffs and volunteers hoisted emblem, used air, rented car where possible.

<table>
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**ACHIEVEMENT**

- Exchanged 95 Red Crescent Messages
- Handled 5 Tracing cases in USA and Tailand
- Received 222 Family Notification from Tailand and notified to 180 families
- Distributed Hygiene Kits to 158 foreign detainees and cash grant to families having missing peoples during Rana Plaza Incident
- A tracing post set up at Paturia-Dolodia Ghat in Manikganj where a launch was capsized

**VULNERABILITY TO RESILIENCE (V2R) PROJECT**

The project conducted 100 courtyard discussion sessions on disaster risk reduction that covers 5251 community people (including 802 male and 4449 female) at the intervention communities in Patuakhali and Barguna District. The specific objectives of the sessions are to build awareness on ‘Risk of the Community’ in the normal period, so that they would be able to take immediate actions during crises and also making community people capable of responding and taking part in small scale mitigation at their household levels.

**Figure:** Employees of Titas Gas T&D Co. Ltd going through a practical session of First Aid training.
Besides, 98 courtyard discussion sessions were organised at the V2R working communities and thereby in total 5238 participants (male-508, female-4730) attended and received messages on safe water and latrine is complemented by improved hygiene promotion.

Total 19 disasters resilient water points (tube-wells) and 27 sanitary latrines have been installed with a high raised platform at institution level (safe evacuation place). Total 15,800 children and community people now have access to safe water and sanitation facilities at their school premises. The project is also expecting that more than 40,000 people will be able access to safe water and sanitation facilities during disaster emergencies when they use schools as their shelter.

YOUTH AND VOLUNTEER DEPARTMENT
Red Crescent Youths (RCYs), under national headquarters and Dhaka City Unit, were involved in delivering first aid services to different events like ‘Bisso Estema’ - a huge gathering of Muslim people from in and abroad country for prayer, Bangabondhu Gold Cup tournament, book fair on account of International Mother Language Day, celebration of the National Independence Day and ‘AFC Quality Round Under – 23’ football tournament during the reporting period. A total of 50 RCYs engaged in the delivery of the medical assistance in the aforementioned events.

Training on Search and Rescue was organized for the Red Crescent Youth (RCY) with the support of Training Department of Bangladesh Red Crescent Society on 08-10 February, 2015. The issues like rescue from the water, control of fire, rescue from a destroyed building, etc. were discussed with 25 RCYs during the different sessions of the training.

In February 2015, RCYs provided SAR and First Aid (FA) support to a fire and launch capsized incidents in Dhaka and Manikgonj District respectively. A total of 34 RCYs of Dhaka City and Manikjanj & Rajbaru Unit were involved in the response.

UNIT AFFAIRS DEPARTMENT
The Department collected monthly updates from Units of BDRCS. 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. The Unit Affairs Department needs there ULOs for Jessore Unit, Lalmonirhat and Rajshahi City Unit. A capacity building training on report writing need to be organized for ULOs.

A total of 166 Life Members were enrolled in different Units and NHQ of BDRCS during January to March, 2015. They are now involved in RCRC Movement and the Department collected 20% shared money from these membership drives and a total of BDT 85600 collected as shared money from the Units. The Department issued life membership certificates in favour of 385 members. However, receiving the list of life members in time and shared money remained as the key challenges for the Department.

Unit Executive Committee (UEC) was formed in 18 Units of BDRCS through which a total of 360 persons have formally engaged with the RCRC Movement. Besides, the Brahmanbaria Red Crescent Unit will perform as Ad-hoc UEC till 29 June, 2015.

ACHIEVEMENT
RCYs supported FA to various events; Bosso Estema, Boon fair, National Independence Day and ‘AFC Quality Round Under – 23’
Organized training on Search & Rescue for RCYs
34 RCYs supported to fire and launch capsized incident in Dhaka and Manikganj District

ACHIEVEMENT
Collected BDT 85600 has been collected as shared money from the Units
Distributed 385 certificates to life members
URBAN DISASTER RISK REDUCTION (UDRR) PROGRAMME

During the reporting period, the UDRR Programme organized meeting with 11 Slum Disaster Preparedness Committee with the support of Tsunami Residual Fund (TRF). A total of 275 participants attended the meeting and shared their opinion regarding different types of disaster, its consequences and disaster related training. Moreover, 9 bi-monthly sessions and 1 Unit Disaster Response Team (UDRT) meeting were held in Dhaka and Rangpur slum. A total of 300 community people participated in those events. Health related issues were discussed in the bi-monthly community sessions. Apart from these, hygiene parcel boxes were distributed to 1113 beneficiaries at 4 slums under Rangpur and Dhaka District.

ACHIEVEMENT

- Distributed 1113 hygiene parcel boxes in Dhaka and Rangpur slum
- Organized 11 Slum Disaster Preparedness Committee meeting, 9 Bi-monthly sessions

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)

<table>
<thead>
<tr>
<th>Name and Designation</th>
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<th>Phone</th>
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