



NAHAB 5th Executive Committee Meeting

Date **Tuesday, 12 March, 2019**
Time **3 pm- 5 pm**
Venue **DAM Board Meeting Room, Dhanmondi, Dhaka**

Dr. M. Ehsanur Rahman, Chair, NAHAB welcomed everyone to the meeting. The meeting started with a round of introduction.

Agenda wise discussions, action points and notes

1. Confirmation of previous meeting minutes and follow up decisions

Executive Committee member gave approval of 4th Executive committee meeting minutes and follow up on some decisions.

- FNB as network along with others proposed for sending invitation as affiliate member cum strategic partner.
- In 4th EC meeting “NAHAB strategic Planning Committee” has been formed. This committee with 5 members was responsible to call on a meeting and finalize 3 years Action Plan for NAHAB. This meeting will be recalled with additional members, Ms. Momtaz Khatun, Executive Director, Ashroy Foundation and Ms. Rabeya Begum, Director, Program, Shariatpur Development Society.
- The initial application for NAHAB registration should be submitted urgently by the secretariat to Dept of Social Service.
- Secretariat will prepare the draft Annual Report, 2018 and will present in the next AGM

2. Update on Humanitarian Status report-A state of Humanitarian action-Bangladesh, 2018

NAHAB has taken initiative to publish a Humanitarian status Report in coordination with Dhaka University. A seminar will be arranged with DU for getting approval from honorable secretary, MoDMR. Previously it was planned before 10 March, 2019. But due to election in DU now it is planned on 1st week of April, 2019. Issue raised related to the Editorial Board. EC took decision to include Mr. Gawher Nayeem Wahra, Founder, Disaster Forum and Mr. Afsan Chowdhury, Civil Society Representative in the editorial board along with Professor Mahbuba Nasreen, Chair, IDMVS, DU.



3. Update on District Disaster Preparedness Workshop

Mr. Abdul Latif Khan updated the EC about District Disaster Preparedness Workshop, 2019 in Sirajgonj, Barguna and Sunamgonj Districts. The specific objective of this workshop was to internalize localization as best way to provide the humanitarian support and to prepare the district with its own resources to face the upcoming disaster season. In Barguna District the workshop took place on 6-7 February'19 and in Sirajgonj it happened on 17-18 February'19. Due to unavailability of local government schedule, in Sunamgonj it couldn't take place. Through the workshop we were able to gain the following outcome as part of district disaster Preparedness.

- Mapping of Humanitarian Actors in the district
- Stocktaking of disaster preparedness resources at district level
- Developing a common tool and system for need assessment considering practiced system of assessment by individual organization
- Review/Update and Development of outline of District Contingency Plan with the existing resources
- Development and management of Resource Pool (Both Human and Financial resource)
- Identify the local resources (fund) for the response and plan for advocacy

In both district action plan has been taken with DRRO to prepare a district contingency plan in coordination with DC. EC expressed their gratitude to Sangram, Jago Nari, DAM, UDPS, NDP, MMS, and Caritas Bangladesh for their direct organizing and financial support for the successful implementation of these workshops.

4. Discussion on NAHAB Strategy/JAP findings sharing

NAHAB secretariat participated in the Joint Action Planning (JAP) organised by DAM-ELNHA project on 3-4 March, 2019. Mr. Abdul Latif Khan updated the EC on JAP findings. NAHAB is going to be a big stake of ELNHA project in coming two years of extension (April, 2019-May, 2021). So it needs a strategy that how NAHAB will plan the activities. The strategic planning committee will discuss on this and take preparation.

5. Update on NAHAB_CAid joint initiative

NAHAB secretariat discussed the NAHAB activities jointly implemented with CAid in the year of 2019. Decision taken to select ward in DSCC in basis of vulnerability for



implementation of Localisation Model. Tentatively proposed 45, 46 and 49 no ward. The activities may be ward based awareness program, capacity building and prepare contingency plan. Secretariat will complete the initial mapping of local actors working there so that we could select the facilitator organization. And the theme for two cafe decided as Accountability to affected people and Resource Mobilization.

6. NAHAB upcoming localization cafe

NAHAB will organise a cafe supported by DAM-ELNHA project in the month of March, 2019. The EC approved the theme titled Volunteerism in Humanitarian action. This cafe will be held on 24 march, 2019.

7. Update on NAHAB Humanitarian actors Profiling

NAHAB implemented the activity of developing a humanitarian Actors Profiling linked in NAHAB website. The initiative of NAHAB will support its member and other to promote localisation, capacity and alliance building. In summary, according to the strategy of NAHAB, this activity will be an Information Management System that will disseminate all relevant information of different humanitarian actors to all stakeholders in an open, well-accepted and timely manner. The EC welcomed this initiative. Now the secretariat will send the link to NNGOs and LNGOs so that we can have a profile of humanitarian actors working in different districts in Bangladesh.

8. Next AGM Date

EC decided that the next AGM will be held on 27 April, 2019. Caritas Bangladesh will host this AGM. Secretariat will work closely with caritats for the successful organization of this AGM.

9. AoB

As ED of Ashroy Foundation raised issue of spelling mistake of this organization name in the NAHAB website, Secretariat will take care of this.


Meeting Minutes prepared by:

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5th Executive Committee Meeting
Attendance Sheet

Venue: Board Meeting Room, DAM Head Office

Date: 12 March, 2019


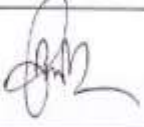
SL #	Name	Designation	Organization	E-mail & Mobile	Signature
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3.	MD. RAFI QUL ALAM HOLLAH	ED	US	ed-us.jamalourfi@gmail.com	 12.03.19
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5.	Md. Jahangir Alam.	Head, CCS/DRR Section	DAM	j.alam@dammission.org.bd	
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SL #	Name	Designation	Organization	E-mail & Mobile	Signature
1.	Abdul Latif Khan	Consultant	NAHAB	Latifkhan.khan@gmail.com	
2.	Badrin Nahar	Program officer	NAHAB Secretariat	nahabsecretariat@gmail.com	
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