



## **NAHAB 6<sup>th</sup> Executive Committee Meeting Minutes**

**Date**        **Wednesday, 19 June, 2019**  
**Time**        **12 pm- 2.30 pm**  
**Venue**       **Hotel Lake Castle, Gulshan 2, 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 4<sup>th</sup> Executive committee meeting minutes.

#### **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 Department of Disaster Management (DDM) and Institute of Disaster Management and Vulnerability Studies (IDMVS), Dhaka University. On 12 June, 2019 all the contributors (for write up) sat together in a meeting with the objective of creating a common understanding about the report. Mr. Abdul Latif Khan provided the updates on this. It will not be a concluding report rather than analytical report based on secondary document that prepared by volunteers and practitioners. The revised concept Note, Table of content and Contributors list are attached as annexure.

#### **3. Decision on NAHAB Membership (Saint Bangladesh, RSDA, VSDO, SMS, Crescent, RWDO, CDDF)**

Following organisations got approval as NAHAB general member. Now in total NAHAB is leading with **55** members.

- I. Rural Society Development Association ( RSDA), Kurigram
- II. Crescent, Satkhira
- III. Sinnomul Mahila Samity(SMS), Gaibandha
- IV. Reliant Women Development Organisation (RWDO), Sylhet
- V. Chilmari Distressed Development Foundation (CDDF), Kurigram

The application of Saint Bangladesh, Barisal and VSDO, Moulavibazar kept pending for further review with provision of EC member's direct visit. Mr. Chowdhury Mohammad Masum, Executive Director, Sangram; Ms. Momotaz Khatun, Executive Director, Ashroy Foundation & Mr. Murshed Alam Sarkar, Executive Director, POPI will work on this.

*Meeting Minutes prepared by:*

**Badrun Nahar**, Program Officer, NAHAB Secretariat, Email: [nahabsecretariat@gmail.com](mailto:nahabsecretariat@gmail.com); Cell: +8801713095067



Out of this few discussion took place for the quality expansion of NAHAB membership. Area based communication highly needed from EC members and secretariat.

#### **4. Decision on expenditure of NAHAB Membership Fee**

NAHAB membership fee collected by secretariat will be preserved as 'Reserve Fund'. If any expenditure issue raised/needed, it can be done only with approval from EC meeting.

#### **5. Discussion on NAHAB activities with ELNHA (Localization Model)**

NAHAB secretariat discussed the NAHAB following tentative activities with OXFAM-ELNHA project for the year of 2019 and 2020. These will be jointly implemented with support from DAM-ELNHA project.

- I. Observation of National Disaster Preparedness Day (NDPD)
- II. Observation of International Day for Disaster Risk Reduction (IDDR)
- III. Prepare and Printing of Humanitarian Action Status Report 2018 of Bangladesh ( For the period of 2017-18)
- IV. Establish and roll out Localization Model in 5 Districts (DSCC-Dhaka, Kurigram, Sunamgonj, Barguna, Sirajgonj) in Bangladesh (meetings, trainings, advocacy workshops, media campaign in each district)
- V. Establish and roll out Localization Model in 1 new District (Satkhira) in Bangladesh (meetings, trainings, advocacy workshops, media campaign in each district)
- VI. Workshop on Localization with Media for Institutionalizing better understanding of Humanitarian Response at Local Level in Kurigram district
- VII. NAHAB Localisation Café (Thematic)
- VIII. Joint Needs Assessment (JNA)/ Coordinated Need Assessment (CNA) training to NAHAB Member Organizations
- IX. Organize influencing workshop with Private Sectors to institutionalize resources for humanitarian actions at local level & Strategy Development

#### **6. Discussion on Coast Trust's initiative on Localisation**

This discussion took place for EC member's kind information and support. Bangladeshi CSOs NGOs were found proactive during the discourse on principle of partnership (PoP) and World Humanitarian Summit. In last two years with the support of different INGOs they have had country wide workshops on PoP, Charter 4 Change, Grand Bargain Commitment and New Way of Working. They have prepared their own accountability charter and charter of expectations as they want to develop as sovereign, accountable and sustainable CSO / NGO sector for humanitarianism and development in the country. They are going to declare those in a national conference to be held on 6th July 2019 in Dhaka organised by Coast Trust. NIRAPAD, NAHAB, Sphere Community Bangladesh is acting as co-organisers in this conference. Before the conference, also a seminar on Quality Accountability and Certification in Humanitarian

*Meeting Minutes prepared by:*

**Badrun Nahar**, Program Officer, NAHAB Secretariat, Email: [nahabsecretariat@gmail.com](mailto:nahabsecretariat@gmail.com); Cell: +8801713095067



Response will be organised on 4th July, 2019. Chair of NAHAB will be one of the panel discussant in this seminar.

## **7. AoB**

NAHAB is providing technical support to organize a two days training on Humanitarian essentials (two slot) jointly with Christian Aid in Cox'sbazar. 120 humanitarian practitioners are participating. NAHAB have developed a module on this.

**Annexure 1: State of Humanitarian Action-2018\_Concept Note**

**Annexure 2: Table of Content**

**Annexure 3: Possible Contributors List**




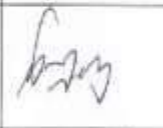


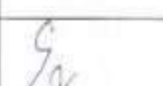
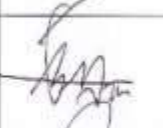
*Meeting Minutes prepared by:*

**Badrun Nahar**, Program Officer, NAHAB Secretariat, Email: [nahabsecretariat@gmail.com](mailto:nahabsecretariat@gmail.com); Cell: +8801713095067

**6<sup>th</sup> Executive Committee Meeting**  
**Attendance Sheet**

Venue: Hotel Lake Castle, Gulshan 2, Dhaka

Date: 19 June, 2019

SL #	Name	Designation	Organization	E-mail & Mobile	Signature
1.	SKM ZAHIRUL HOSSAIN	Coordinator (Law & Program)	UDPS	SKMZahirul@gmail.com 01908405125	
2.	MD. RAFIQU ALAM HOLLAH	ED	US	ed.us.jamshoro@gmail.com	
3.	MOMOTAZ KHATUN	ED	Ashraf Foundation	ashraf.foundation@gmail.com	
4.	Abdul Latif Khan	Consultant	NAHAB	ulh.khan0787@gmail.com	
5.	Chandheery Mahamud Nassir	ED	SANGRAM	Sangramgo@yahoo.com	
6.	Habibullah Baka	ED	MMS - Strategy	habibmms@gmail.com	
7.	Dr. M. Ehsanur Rahman	ED	DAM	01713000861	
8.	<del>Abdul Latif Khan (Duplication)</del>	<del>Consultant</del>	<del>NAHAB</del>	<del>01713063302</del>	<del></del>
9.	Badrun Nahar	Program Officer	NAHAB Secretariat	01713095067	