



## **National Alliance of Humanitarian Actor, Bangladesh (NAHAB)**

**(Secretariat: Dhaka Ahsania Mission)**

**1st Annual General Meeting (AGM)**

**25 January, 2018**

**03:00 PM – 06:00 PM**

**Auditorium, DAM**

### **Meeting Minutes**

1<sup>st</sup> Annual General Meeting of NAHAB started with welcome speech from Dr. M. Ehsanur Rahman, Chair, NAHAB Ad-hoc Committee. He greeted the members and all honorable invitees in this meeting and led the meet agenda wise.

Following are the agenda wise decisions and notes.

#### **1. Presentation of NAHAB Annual Report, 2017**

Md. Jahangir Alam, Head, CC & DRR Sector, Dhaka Ahsania Mission made the presentation on NAHAB Annual Report, 2017. The report highlighted the works of NAHAB since inception in February 2017. It was approved in the meeting. However, following actions were suggested for inclusion.

- a) NAHAB- BBC Media Action joint initiatives to organize training on Communication with Communities (CwC) in 4 divisions for enhancing capacity building of NAHAB member organizations.
- b) NAHAB- Humanitarian Leadership Academy (HLA) joint initiative and ongoing discussion to organize training on CHS in Cox'sbazar.
- c) NAHAB Website Development initiative
- d) International Institute of Rural Reconstruction (IIRR) and NAHAB possible collaboration in the regional "NGO Disaster Preparedness Program Phase II: Deepening Disaster Resilience".

#### **2. Approval of NAHAB Strategic Plan**

Upon request of the Chair, Md. Abdul Latif Khan, Freelance Consultant & DRM Specialist made presentation on NAHAB Strategic Plan (2017- 2021). The plan was approved with following observations.

- a) Clear definition of Local & National NGO from NAHAB point of view be mentioned in the document
- b) Strong Advocacy strategy with Government.
- c) Strategic Plan should address the specific goal of NAHAB by 2021.



### **3. Presentation and Discussion on NAHAB Annual Plan, 2018**

Chair of NAHAB Ad- Hoc Committee shared the Annual Plan 2018 and made discussion on proposed planned actions in the NAHAB Annual Plan, 2018. The proposed plan was approved after some discussions, suggestions were made as following:

- a) In terms of organizing 'National level accountability Dialogue', NAHAB should ensure high profile participants from Government part.
- b) In terms of implementing 'Division-wise humanitarian actors Mapping' and 'Developing a database of donors and INGOs', NAHAB should take into account the existing status.

### **4. Amendment of NAHAB Constitution**

Proposed following amendments of NAHAB constitution have been presented by Mr. Murshed Alam Sarkar and were approved.

- a) In constitution, section 2.2 of NAHAB Rules and Regulation stated that, to be the general member of NAHAB the organization should have registration from NGO Bureau of Bangladesh. The condition of NGO Bureau registration requirement is dropped.
- b) Annual membership fee for General member of NAHAB has been introduced by adding following clauses in the constitution.

2.2.4 Annual membership fee for General Member of NAHAB will be Tk 1000 per year.

2.5 (To be added) Regular payment of Annual membership fee

2.6 (To be added) Non- payment of Membership fee for 3 (three) consecutive years

### **5. NAHAB Executive Committee Formation**

At the request of the members present, Mr. Abdul latif Khan facilitated discussion for formation of the new Executive Committee. Through discussion, fifteen persons have been elected as members of the NAHAB Executive Committee 2018-2020.

Immediately after election of the members, the elected members met as per article 3.2.2 of the constitution and allocated portfolios of the office bearers in the Executive Committee through mutual discussion. Following is the full list of NAHAB Executive Committee 2018-2020.

- Mr. Dr. M. Ehsanur Rahman, Executive Director, Dhaka Ahsania Mission (DAM), Dhaka - Chairperson
- Ms. Rahima Sultana Kazal, Executive Director, Association of Voluntary Actions for Society-AVAS, Barisal- Vice Chairperson
- Mr. Francis Atul Sarker, Executive Director, Caritas Bangladesh, Dhaka- Treasurer
- Mr. Murshed Alam Sarkar, Executive Director, People's Oriented Program Implementation (POPI), Dhaka - Member Secretary
- Mr. Mozibur Rahman, Executive Director, Shariatpur Development Society (SDS), Shariatpur- Member
- Ms. Momotaz Khatun, Executive Director, Asroy Foundation, Khulna- Member



- Mr. Chowdhury Mohammad Masum, Executive Director, Sangram (Sangathitha Gramunyan Karmashuchi), Barguna - Member
- Mr. Mohammed Arifur Rahman, Chief Executive, YPSA(YOUNG POWER IN SOCIAL ACTION), Chittagong- Member
- Mr. Md. Habibullah Bahar, Executive Director, Manab Mukti Sangstha (MMS), Sirajgonj- Member
- Mr. AFM Akhter Uddin, Chief Executive, Uttara Development Program Society (UDPS), Rajshahi - Member
- Mr. Md. Serajul Islam, Executive Director, Efforts for Rural Advancement (ERA), Sunamgonj- Member
- Mr. Md. Rafiqul Alam Mollah, Executive Director, Unnayan Sangha(US), Jamalpur - Member
- Ms. Begum Rokeya, Executive Director, Sabolamby Unnayan Samity (SUS), Netrokona - Member
- Mr. M. Abdus Salam, Chief Executive, Gana Unnayan Kendra (GUK), Gaibandha- Member
- Mr. M.Harun Or Rashid Lal, Executive Director, SOLIDARITY, Kurigram- Member

The meeting was ended with Vote of Thanks by Chairperson.

Meeting Minutes prepared by:

**Badrun Nahar**

Program Officer, NAHAB Secretariat

Base: CC & DRR Sector, Dhaka Ahsania Mission

Email: [nahabsecretariat@gmail.com](mailto:nahabsecretariat@gmail.com); Cell: +8801713095067

**Annex: AGM Attendance Sheet**



## Annual General Meeting of NAHAB

Venue: Auditorium (1<sup>st</sup> Floor), DAM Head Office.

Date: 25/01/2018

SL #	Name	Designation	Organization	E-mail & Mobile	Signature
1.	AFM Akhter Uddin	CEO	UDPS	udps_dhaku@yaho.com 01977-419110	
2.	Md. Al Amin Sieder	DD (operation)	UDPS	Siederudps@yahoo.com 01713371083	
3.	Md. Khairul Islam	Program Officer	MMS	khairulduo2@gmail.com 01612060810	
4.	M.A. JALIL	ED	ARK	omrakorjkorj@yahoo.com 01731187569	
5.	Murshed Alam Sarker	ED	POP/	01711536531 popibd_ed@yahoo.com	
6.	MD. RAFIQUL ALAM MOLLAHA	ED	US	ed.us.jamalpur@gmail.com 01718202784	
7.	Advin Baruz Bangge	ED	Pidim Foundation	bangge.pidim@gmail.com 01727780064	
8.	M.ABDUS SALAM	Chief Executive	GUK	salamguk@gmail.com 01713200371	
9.	M.A. HALIM	DIRECTOR	BDRES	halim.mal@bdres.org 01811-458510	
10.	momolaz khalun	Ashroy Foundation ED	Ashroy Foundation	01711004579 ashroy.foundation@gmail.com	



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1.	Chowdhury Mohammad Masum	Executive Director	SANGRAM	Sangram ngo@yahoo.com	
2.	Khanja Shamsul Huda	DA	DAM	—	
3.	Morishad Badrum Nessa Bithu	PD	SOLIDARITY	solidarity_bd@yahoo.com	
4.	Musharrat Sayed Meem	Coordinator Women Empow.	UST	musharrat.ust@gmail.com	
5.	Satchidananda Biswas Sateu	AD & Head of DRB	Shushilan	sbiswas@shushilan.org	
6.	Suman Das	PM-ELNHA	OXFAM	sdas@oxfam.org.uk	
7.	Md. Ennidatul Haque	TC-ELNHA	POPI	enedad017@gmail.com 01796-370870	
8.	MANIK KUMAR SAHA	Programme officer Christian Aid	Christian Aid	Msaha@christian-aid.org 01708126272	
9.	SANJIB BISWAS SANJOY	PM CA	CA	—	
10.	Rahat Ana Sirajum Monir	PO - Advocacy	CA	01755543239	



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SL #	Name	Designation	Organization	E-mail & Mobile	Signature
1.	Abul Kalam Azad	Executive - Director	Rise Foundation	risefo@gmail.com 01730-178574, 01711-165318	
2.	Kazi Md. Abul Kalam Azad	E.D.	AWARD	awardbd@yahoo.com 01716-782749	
3.	Md. Serajul Islam	ED	ERA	01716114514	
4.	Jakaria begum Shafiq	ED	Chanizadeh EDs Bardel	01712001088 eds-bsl@gmail.com	
5.	David Badal Gomes	EES-Advisor	Tearfund	01761439141 david.gomes@tearfund.org	
6.	Ranjon F. Royario	Asst. Executive Director Programs	Caritas	01713384047 aedp@caritasbd.org	
7.	Pabon Ritchel	<del>Coordinator</del> (RIAP) RIAP	CCDB	Pritch17@gmail.com	
8.	M.M Jakaria	Sr. NEAL officer	Oxfam	myakaria@oxfam.org.uk 01709658284	
9.	Aznabi Nahid	Program officer	YPSA	ypsa.nahid@gmail.com 01912930151	
10.	Sajid Raheem	Country Manager	Start fund BD	01884596833	



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1.	Abdur Razzak	Information and Publication officer	Sabalamby Ummah Samity (SUS)	SabalambySUS@yahoo.com 01712791565	
2.	Rahima Sultana Kagal	ED	AVAS	01711884551	
3.	Harun-ar-Rashid	Vice President	NFOWD	—	
4.	Mozibur Rahman	ED, <del>SDS</del>	SDS	01714011901 sds.shariatpur@gmail.com	
5.	Nahiun	—	NFOWD	—	NAHIUN
6.	Md. Jahangir Alam.	Head, CEDRR sector	DAM	j.alam@ahsaniamission.org.bd	
7.	Abdul. Latif	Consultant	JLL	latif@jll.com	
8.	Elsam Rahman	ED	DAM		
9.	Md. Roushan Ali	PM-ELWHA	DAM	roushan.ali@gmail.com 01818778545	
10.	Badrun Nahar	Program officer	NAHAB Secretariat	nahabsecretariat@gmail.com	