



NAHAB 2nd Executive Committee Meeting

Date Thursday, 19th April
Time 3 pm- 5 pm
Venue DAM Head Office

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 1st Executive committee meeting minutes.

- a) There was a follow up on NAHAB registration process from Society Act. It will be needed more time. Secretariat is working on this.

2. NAHAB workplan, 2018 implementation update

- a) NAHAB secretariat had submitted proposal to Oxfam for the year of 2018 and got approval for following activities for supporting the broader localisation process.
 - I. Organize ToT & orientations on humanitarian essentials for the Humanitarian practitioners working in Cox'sBazar- This activity is ongoing and will be completed with final report by 10 May, 2018.
 - II. Advocacy workshop on pool funding with donor agencies - The strategy for organizing the workshop will be developing in May. It is planned to organize the workshop either late May or Early June.
 - III. Formation of Trainers Pool on DM Act & revised SOD for humanitarian organizations- It is expected that the revised SOD will be finalized by end of July. Considering that the residential training will plan to organize in August.
 - IV. Establish a localization Model in Minimum three districts in Bangladesh - The strategy and process will be developed by May 10, 2018. The implementation will be started from mid May and will be end by October 2018.

Regarding modeling of Localisation, three (03) respective districts and focal/lead organization in each district has been selected by EC. Selected districts are Sunamgonj (flash flood), Barguna (Cyclone), Serajgonj (flood). And selected focal organizations are POPI for Sunamgonj district, Sangram for Barguna, and UDPS for Serajgonj.



- V. Workshop on localization with media for institutionalizing better understanding of humanitarian response at local level - The initial discussion with Press Institute of Bangladesh will be start in May. A MoU will be signed by the End of May. PIB in coordination with NAHAB will develop the module and organize the training workshop by August 2018.
- VI. Conducting a study and preparing database of national and local humanitarian actors- The consultant will be hiring by mid-May and the activity will be end by August, 2018.

b) Start Network Membership

There has been created an opportunity to apply for START network membership and deadline is 30th April, 2018. NAHAB secretariat has already circulated the email on this to all member organizations and provided technical assistance where needed. Rather its decided that secretariat will give a gentle reminder/ follow up email to all.

3. Reporting on Training on Humanitarian Essentials in Cox'sBazar

To improve effectiveness and efficiency of humanitarian assistance for the forcefully displaced Myanmar nationals and host communities in Cox's Bazar, Bangladesh, NAHAB have implemented an "Orientation on Humanitarian Essentials" for humanitarian practitioners working there. The basic content of this orientation were International Federation of Red Cross Code of Conduct, Core Humanitarian Standard (CHS), Sphere Standard and right to minimum standard, Dignity of affected population, Stress management in Emergency, Gender and Inclusion in emergency etc. In the very beginning on 30-31 March 2018 NAHAB organised the Training of Trainers (ToT) for 20 participants. In continuation, the ToT receivers later facilitated one (1) day residential orientation for 201 humanitarian practitioners in eight different batches dated on 8, 9, 22, 23 April'18 in Cox'sbBazar. At least 40 organisations including UN agencies, International, Local and National NGOs nominated their participants for this orientation. It has been already identified as an immediate kick start of the capacity enhancement endeavors.

Secretariat has shared an event report on ToT in this EC meeting.

4. Discussion on Membership status



Secretariat will submit all pending application with previous assessment feedback to respective divisional focal organization. They will provide opinion to Secretariat. After receiving their opinion, secretariat will place it to EC to take the final membership decision.

5. NAHAB participation on 2nd International Conference on Disability & Disaster Risk Management

NAHAB attended in preparatory meeting organized by MoDMR. NAHAB will be participating in **2nd International Conference on Disability & Disaster Risk Management** on 15-17 May, 2018 with following activities. These have been approved.

- a) NAHAB is organizing joint stall with OXFAM- ELNHA. The cost will be borne from OXFAM supported project.
- b) NAHAB secretariat will email to every member organization regarding registration issue to participate in this conference.

6. Plan for NAHAB Café in 2018

Nahab planned to organise café for 2018 titled grand bargain, charter 4 change and localization: where we are; partnership; contextualization of CHS in Bangladesh. A detailed plan shared with EC members through a working paper. Committee members, who were present, agreed on this.

7. Potential future partnership with Christian Aid

Chair of NAHAB informed the Executive Committee about future dialogue/partnership opportunity with Christian Aid. All agreed on this potentiality.

Annexure: 2nd EC meeting_ Attendance Sheet

Meeting Minutes prepared by:

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