

# **Half-Yearly Report on Regenerative Agriculture and Sustainable Livelihood for Vulnerable Ecosystems (RESOLVE)**

**January – June, 2011**



## Half-Yearly Report on Regenerative Agriculture and Sustainable Livelihood for Vulnerable Ecosystems (RESOLVE)

### Acknowledgement

The Half-Yearly Report on Regenerative Agriculture and Sustainable Livelihood for Vulnerable Ecosystems (RESOLVE) is an update of activities carried out by the Unnayan Onneshan during the period of January - June, 2011. The report is prepared by Unnayan Onneshan RESOLVE team. We thank GKS, GUK, SDS and Oxfam Novib for their constant support over the programme period and beyond.



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# CHAPTER 1: INTRODUCTION TO RESOLVE

## 1.1: Background

Climate change is a real concern for the sustainable development, both globally and locally. Agriculture, highly dependent on climate factors such as heat, sunlight and water, is a complex and highly evolved sector in Bangladesh. While some aspects of climate change such as longer growing seasons and warmer temperatures may bring benefits, there will also be a range of adverse impacts, including reduced water availability and more frequent extreme weather. Moreover, different climate change impacts such as recurring floods, river bank erosion, drought in dry season, salinity increase as a result of back water effect, downing ground water level have been contributing to augment the vulnerability of food security and livelihood of the country.

Considering experiences on local context, three Non-Government Development Organizations (Gana Unnayan Kendra (GUK) in Gaibandha, Gono Kalyan Sangstha (GKS) in Sirajgonj, and Shariatpur Development Society (SDS) in Shariatpur), one research organization (Unnayan Onneshan) and Oxfam Novib grouped together to implement the project, Regenerative Agriculture and Sustainable Livelihood for Vulnerable Ecosystems (RESOLVE) through two years pilot phase with the goal of making communities more resilient to climate change and ensuring food security. This reports presents first the six months' activity status of Unnayan Onneshan under RESOLVE.

## 1.2: Rationale

The RESOLVE programme has been designed to achieve the goal of making community more resilient to climate shocks while ensuring food security through a combination of intervention strategies: direct poverty reduction through practicing adaptive agriculture techniques and technologies; diversifying livelihoods (on-firm, off-firm and non-firm) of the rural poor; working with grassroots involving civil society; research based lobby and advocacy at various strategic levels (national, regional and global); knowledge and information management; maintaining and/or creating linkages to foster cross- scale learning. Other than segregate action, the proposed project is being used an integrated approach that includes field intervention, capacity building, and advocacy initiatives, with strong cross-cutting concerns for gender equity and of raising the voices of most vulnerable households. The project purposively targets the poorest segment of the society, more particularly poorest village community, considering their grave vulnerability to climate change. However, the proposed REOLVE project is unlike others both in approach and operationalization. Having ultimate goal of sustainable development the project has kept the provision of establishing community food bank, seed bank.



### **1.3: Project Objectives**

#### ***Main Goal***

**To make communities more resilient towards adverse impacts of climate change and increasing food security**

#### ***Specific Objectives***

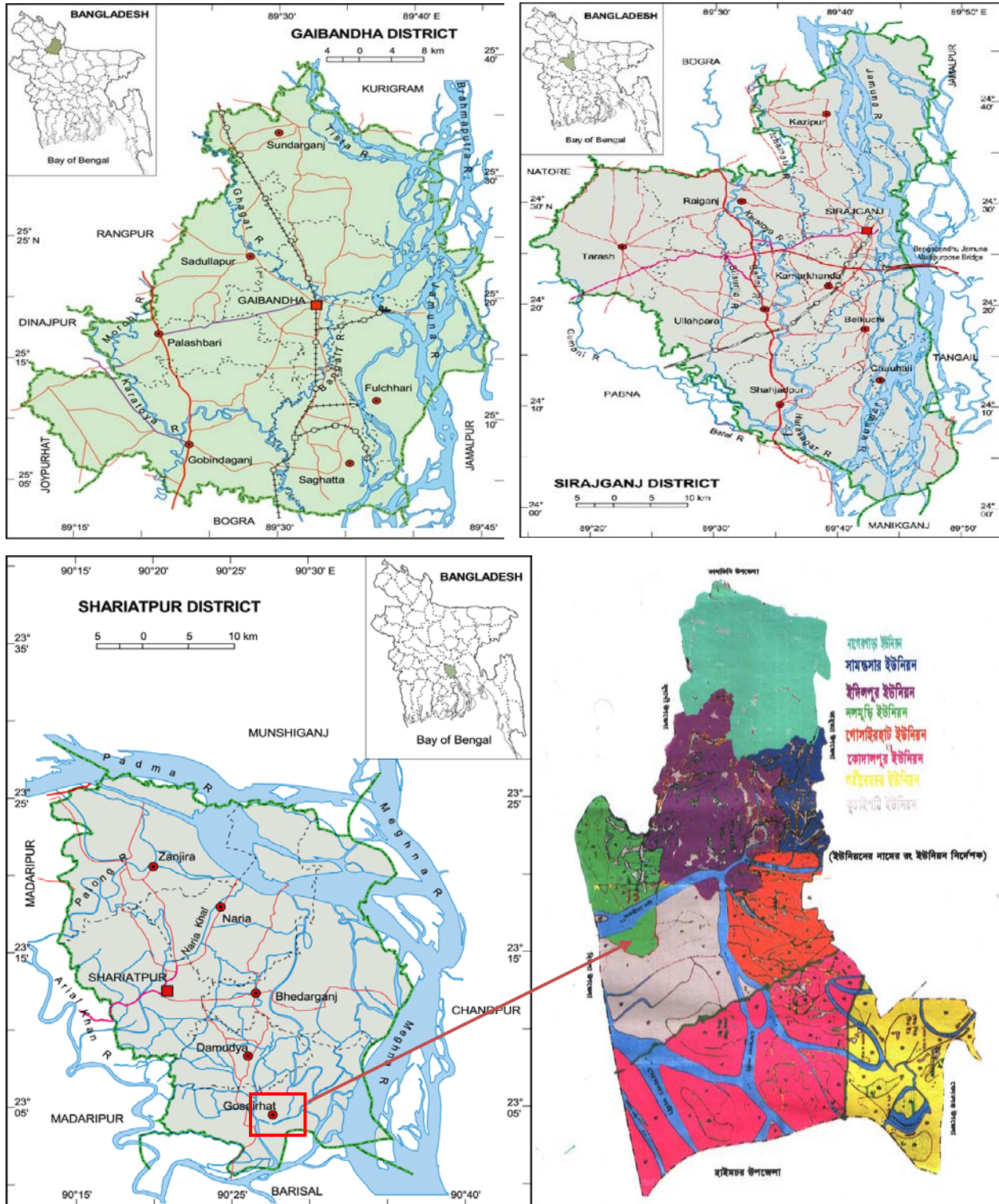
1. to demonstrate food secured adaptive agriculture to climate change
2. to diversify livelihood options for reduction in poverty of the climate vulnerables giving more emphasis on women headed households
3. to strengthen community resilience to absorb, recover and reorganize to, and from, climatic shocks
4. to increase pro-poor and pro-development responsiveness of the government to the climate change
5. to amplify linkages, learning through research based advocacy on cross boarder (regional and international) actions for reduction of impacts of climate change, and low carbon development pathways

#### ***Cross cutting objective***

6. to establish adaptive management through learning by doing for scaling up (practicing resilience theory)

## 1.4: Project Area

The project areas mainly covered AEZs 2, 4, 5, 7, 10, 12 and 19 correspond to the aforementioned districts are Gaibandha, Sirajgonj, and Shariatpur. The areas are selected based on a vulnerability analysis; arise from climate change impacts, which predict how the welfare of livelihood groups may change in the future.



## CHAPTER 2: PROJECT ACTIVITIES

The progress and status of activities, which have been planned under the six objectives of RESOLVE, are shown in summarized format in Table 1.

**Table 1: Objective wise progress of planned activities at a glance**

Serial No.	Project objective	Planned activities at a glance	Present status
1	<b>Objective 1-</b> Demonstration of Food secured Adaptive Agriculture to climate change	Research on choice of climate adaptation techniques and technologies (identify available adaptation techniques, innovate new techniques, cost benefit analysis of the techniques and technologies)	Two third of this research work has been completed and the rest will be completed by 30 October 2011. Completed research paper will be sent to all partners for their invaluable comments within 10 November 2011.
2	<b>Objective 2-</b> Diversify livelihood options to reduce poverty (emphasis on women headed households)	State of livelihood measurement Periodical data collection, validation, enumeration and data analysis (longitudinal monitoring)	All research reports for the period of January to July have been completed
3	<b>Objective 3-</b> To strengthen community resilience to absorb, recover and reorganize to, and from, climatic shocks	Develop Community Resilience Practitioners Manual	The draft Community Resilience Practitioners manual has been completed. The partners will send their comments by 10 October 2011.
		Develop practitioner manual and operational guideline for community seed bank	Practitioner manual and operational guideline for community seed bank and food bank will be completed by 20 November, 2011 and sent to all partners within 25 November, 2011 for comments
		Develop practitioner manual and operational guideline for community food bank	
4	<b>Objective 4-</b> To increase the pro-poor and pro-development responsiveness of the government to the climate change	Reckoning Climate Change: Local Peoples' Perception on the Impacts of Climate Change on Agriculture of South-Central and Northern Bangladesh	This report has been completed.
		Effect of Riverbank Erosion on Livelihood in Central and Northern Bangladesh	Effect of Riverbank Erosion on Livelihood in Central and Northern Bangladesh has been completed and it is now going through review process for finalization.

		Agricultural Product Market Channel Assessment for Remote Rural and Char Area	Agricultural Product Market Channel Assessment for Remote Rural and Char Area has been completed and is going through review process for finalization.
		Salinity Intrusion in Interior Coast: A New Challenge to Agriculture in South Central part of Bangladesh	The report “Salinity Intrusion in Interior Coast: A New Challenge to Agriculture in South Central part of Bangladesh” has been completed and is under review process for finalization.
		New Innovative idea developed in RESOLVE field level: Learning by Doing (This research has been conducted instead of research work on Drought and moisture stress in Rajshahai, Barind tract)	The research report is now under process. It will be completed by 30 October, 2011 and sent by 15 November, 2011 for comments and it will be presented at side events in COP 17 in South Africa.
		Formation of legislative influencing group comprising parliamentarian	All dialogues will be organised within December 2011, following completion of all research reports to share findings.
		Formation of journalist group for raising pressure of government to take actions on climate change impacts	
		Policy dialogue involving parliamentarian, ministers, senior journalist, development partners	
5	<b>Objective 5-</b> To amplify linkages, learning and advocacy on cross boarder (regional and international) actions for reduction of impacts of climate change, and low carbon development pathways	Participate in SAARC summit in Maldives to share evidences and foster learning among regional actors	This will be done, following completion of reports through multiple channels and networks such as CANSA, INSA etc.
		Participate and organize side event in COP17 at South Africa involving representative from each participating organisation to disseminate the outcome of RESOLVE pilot project (upscaling)	Side events will be organised in COP 17 in South Africa in December 2011 and disseminate the outcome of RESOLVE pilot project
		Linkage with existing networks (SAWTEE, CANSA, INSA) and create new network	It is a continuing process. The Unnayan Onneshan has been elected as a member of the Board of CANSA.
6	<b>Objective 6-</b> To establish adaptive management through learning by doing for scaling up (practicing resilience theory)	Establish adaptive management through the project operation	It is a continuing process

## 2.1: Objective 1- Demonstration of Food secured Adaptive Agriculture to climate change

Research on choice of climate adaptation techniques and technologies (identify available adaptation techniques, innovate new techniques, cost benefit analysis of the techniques and technologies) has been taken under project objective 1. The present status of this activity is given below (Table 2).

**Table 2: Project objective-1: Activity and present status at a glance**

Serial No.	Activity at a glance	Present status
1	Research on choice of climate adaptation techniques and technologies (identify available adaptation techniques, innovate new techniques, cost benefit analysis of the techniques and technologies)	Two third of this research work has been completed and the rest will be completed by 30 October, 2011. Completed research paper will be sent to all partners for their valuable comments within 10 November, 2011.

### 2.1.1: Research on choice of climate adaptation techniques and technologies

Changes in the thermal climate due to inter-annual climatic variability can potentially modify existing cropping pattern by forcing farmers to rearrange transplanting and harvesting dates. Every crop requires certain amount of rainfall and temperature for different growth stages. Any deviation of rainfall and temperature may affect growth stages and consequently total yield. Field observations suggest that farmers in rural Bangladesh are struggling to adapt with changing rainfall pattern and increasing daily average temperature.

#### Objective of the Study:

- ✓ To identify and measure impacts of climate change in different phases of crop and total yield
- ✓ To identify the suitability of particular adaptive crops for that particular agro-ecological zone
- ✓ To suggest ways and means for the farmers to put that crop into practice



**Figure 1: Local Crop Calendar for Gaibandha District (Union: Sreepur, Thana: Sundargonj, District: Gaibandha, Date: - 12-05-2011)**

Month/Crops	January	February	March	April	May	June	July	August	September	October	November	December
	sh	Magh	Falgun	Choitro	Boishakh	Joishtho	Asharh	Srabon	Bhadro	Ashvin	Kartik	Ogrohayon
Boro rice												
Aman rice												
Wheat												
Maize												
Mustard												
Coun												
China												
Jute												
Sweet gourd												
Potato												
Brinjal												
Chilli												
Bitter gourd												
Patal (Palwal)												
Onion												
Garlic												
Hen												

(Developed by Jayanta Kumar Basak (UO) supported by Md. Rokonuzzaman Zillulla, Md. Mominul Islam; Md. Shahedul Islam and Mosst. Sabina Yesmin (GUK), discussed with local farmers, Isahuq Ali; Abdur Sattar; Shanju Mia; Nurul Nobis; Abdur Rashid; Rowshna Begum; Salma Begum; Mashud Begum; Abu Bokkor Siddque; Anjura Begum; Delowar Hossain, Kopil Uddin and Shoda Begum, 2011)

■ Growing period    
 ■ High Labour Demand    
 ■ Selling Period    
 ■ Diseases affecting period    
 ■ Most productive period

## 2.2: Objective 2- Diversify livelihood options to reduce poverty (emphasis on women headed households)

State of livelihood measurement [Periodical data collection, validation, enumeration and data analysis (longitudinal monitoring) has been taken under project objective 3. The present status of this activity is given below (Table 3).

**Table 3: Project objective-2: Activity and present status at a glance**

Serial No.	Activity at a glance	Present status
1	State of livelihood measurement [Periodical data collection, validation, enumeration and data analysis (longitudinal monitoring)	Research reports for January to July have been completed

### 2.2.1: The State of Livelihood: Measuring Livelihood Status of Hard Core Poor in Hard to Reach Areas (Longitudinal monitoring)

The study has purposively targeted poor of geographically vulnerable areas of Northern and South- Central Bangladesh, more specifically River Islands (chars). Historically, flood is observed in these regions every year and local ecosystems are influenced by periodic flooding. A total number of 300 households from 3 different char areas of Shariatpur, Gaibandha and Sirajgonj district have been selected to monitor state of livelihood using a pre-designed questionnaire. The households have been selected using stratified sampling technique considering their position in standard poverty line (World Bank poverty line criteria of daily income less than 1.25 US Dollar). The study explores monthly status of larger longitudinal livelihood monitoring through pre-tested indicators which is comparable to national statistics systems. Report on State of livelihood of March has been completed and the next few month's reports (April to August) are now going to review process for finalization.

#### Objective of the Study:

- ✓ To draw a bigger picture of status of living condition for those who are poor and are really hard to reach in rural Bangladesh
- ✓ The study is also intended to provide an indication of the values of living condition through monthly monitoring of predefined set of livelihood indicators.
- ✓ The findings of the study have to be designed to compare with national statistics.

#### 2.2.1.1: Key Findings of State of Livelihood for February 2011:

- ✓ Majority of the respondents (64 percent) in the study area were found wage laborer whereas, agriculture is shown the dominant income sources at the national level
- ✓ The study found that the average food expenditure (39.82 percent of total income) of the respondents in the three regions was lower than the national level

- ✓ In most cases of other consumption, the expenditures were higher than the national level (the average expenditure 9.13 percent, 8.75 percent, 6.73 percent and 7.38 percent was for cloth, education, health and housing respectively)
- ✓ A significant amount of SME investment was found in the current study for which the average total monthly expenditure (106.57 percent) exceeded their gross income;
- ✓ The study also observed that 63.00 percent, 55.67 percent, 56.67 percent, 90.33 percent and 99.00 percent of the respondents could not spend money for any types of activities of buying cloths, education, treatment, housing or miscellaneous purpose respectively
- ✓ The average calorie intake in char areas of Gaibandha, Shariatpur and Sirajgonj was 1928 k. cal per person per day that did not correspond to the national average calorie intake of 2344.6 k. cal
- ✓ According to the food poverty line all respondents in the study area were living with calorie deficiency
- ✓ Respondents at Gaibandha district were found most vulnerable than their other counterparts in aspects of calorie intake which was 1389 k. cal. that categorized as ultra poverty.
- ✓ 62.67 percent of the respondents were living under the lower poverty line with income level less than BDT 2000
- ✓ Considering income poverty line, respondents at Sirajganj and Shariatpur districts are more vulnerable;
- ✓ 86 percent of the respondents in the char areas are living with upper poverty line.

#### **2.2.1.2: Key Findings of State of Livelihood for March 2011:**

- ✓ Majority of the respondents (64 percent) in the study area were found wage laborer whereas, agriculture is shown the dominant income sources at the national level
- ✓ The study found that the average food expenditure (39.82 percent of total income) of the respondents in the three regions was lower than the national level
- ✓ In most cases of other consumption, the expenditures were higher than the national level (the average expenditure 9.13 percent, 8.75 percent, 6.73 percent and 7.38 percent was for cloth, education, health and housing respectively);
- ✓ A significant amount of SME investment was found in the current study for which the average total monthly expenditure (106.57 percent) exceeded their gross income;
- ✓ The study also observed that 63.00 percent, 55.67 percent, 56.67 percent, 90.33 percent and 99.00 percent of the respondents could not spend money for any types of activities of buying cloths, education, treatment, housing or miscellaneous purpose respectively

- ✓ The average calorie intake in char areas of Gaibandha, Shariatpur and Sirajgonj was 1928 k. cal per person per day that did not correspond to the national average calorie intake of 2344.6 k. cal;
- ✓ According to the food poverty line all respondents in the study area were living with calorie deficiency;
- ✓ Respondents at Gaibandha district were found most vulnerable than their other counterparts in aspects of calorie intake which was 1389 k. cal. that categorized as ultra poverty.
- ✓ 62.67 percent of the respondents were living under the lower poverty line with income level less than BDT 2000;
- ✓ Considering income poverty line, respondents at Sirajganj and Shariatpur districts are more vulnerable;
- ✓ 86 percent of the respondents in the char areas are living with upper poverty line.

#### **2.2.1.3: Key Findings of State of Livelihood for April 2011:**

- ✓ Majority of the respondents (63.67 percent) in the study area were found wage laborer whereas, agriculture is shown the dominant income sources at the national level;
- ✓ The study found that the average food expenditure (36.44 percent of total income) of the respondents in the three regions was lower than the national level;
- ✓ In most cases of other consumption, the expenditures were higher than the national level (the average expenditure 10.42 percent, 7.22 percent, 5.82 percent and 4.77 percent was for cloth, education, health and housing respectively);
- ✓ A significant amount of SME investment was found in the current study for which the average total monthly expenditure (86.54 percent)
- ✓ The study also observed that 55.00 percent, 53.33 percent, 56.67 percent, 82.66 percent and 99.00 percent of the respondents could not spend money for any types of activities of buying cloths, education, treatment, housing or miscellaneous purpose respectively
- ✓ The average calorie intake in char areas of Gaibandha, Shariatpur and Sirajgonj was 2155 k. cal per person per day that did not correspond to the national average calorie intake of 2344.6 k. cal;
- ✓ According to the food poverty line all respondents in the study area were living with calorie deficiency (except Shariatpur);

- ✓ Respondents at Gaibandha and Sirajganj district were found most vulnerable than their other counterparts in aspects of calorie intake (1997 and 2020 K. Cal respectively) that categorized as ultra poverty.
- ✓ 65 percent of the respondents were living under the lower poverty line with income level less than BDT 2000;
- ✓ Considering income poverty line, respondents at Sirajganj and Shariatpur districts are more vulnerable;
- ✓ 82 percent of the respondents in the char areas are living with upper poverty line.

#### **2.2.1.4: Key Findings of State of Livelihood for May 2011:**

- ✓ Majority of the respondents (60.33 percent) in the study area were found wage laborer whereas, agriculture is shown the dominant income sources at the national level;
- ✓ The study found that the average food expenditure (32.84 percent of total income) of the respondents in the three regions was lower than the national level;
- ✓ In most cases of other consumption, the expenditures were higher than the national level (the average expenditure 7 percent, 6.53 percent, 4.51 percent and 2.35 percent was for cloth, education, health and housing respectively);
- ✓ A significant amount of SME investment was found in the current study for which the average total monthly expenditure (70.06 percent)
- ✓ The study also observed that 63.67 percent, 56 percent, 63.67 percent, 95.5 percent and 97.00 percent of the respondents could not spend money for any types of activities of buying cloths, education, treatment, housing or miscellaneous purpose respectively
- ✓ The average calorie intake in char areas of Gaibandha, Shariatpur and Sirajgonj was 2088 k. cal per person per day that did not correspond to the national average calorie intake of 2344.6 k. cal;
- ✓ According to the food poverty line all respondents in the study area were living with calorie deficiency (except Shariatpur);
- ✓ Respondents at Gaibandha and Sirajganj district were found most vulnerable than their other counterparts in aspects of calorie intake (1964 and 1746 K. Cal respectively) that categorized as ultra poverty.
- ✓ 62 percent of the respondents were living under the lower poverty line with income level less than BDT 2000;
- ✓ Considering income poverty line, respondents at Sirajganj and Shariatpur districts are more vulnerable;

### **2.2.1.5: Key Findings of State of Livelihood for June 2011:**

- ✓ Majority of the respondents (61.33 percent) in the study area were found wage laborer whereas, agriculture is shown the dominant income sources at the national level;
- ✓ The study found that the average food expenditure (37.98 percent of total income) of the respondents in the three regions was lower than the national level;
- ✓ In most cases of other consumption, the expenditures were higher than the national level (the average expenditure 7.54 percent, 4.73 percent, 3.79 percent and 2.08 percent was for cloth, education, health and housing respectively);
- ✓ A significant amount of SME investment was found in the current study for which the average total monthly expenditure (65.67 percent)
- ✓ The study also observed that 67.67 percent, 63.33 percent, 66 percent, 90 percent and 100 percent of the respondents could not spend money for any types of activities of buying cloths, education, treatment, housing or miscellaneous purpose respectively
- ✓ The average calorie intake in char areas of Gaibandha, Shariatpur and Sirajgonj was 2168 k. cal per person per day that did not correspond to the national average calorie intake of 2344.6 k. cal;
- ✓ According to the food poverty line all respondents in the study area were living with calorie deficiency (except Shariatpur);
- ✓ Respondents at Gaibandha and Sirajganj district were found most vulnerable than their other counterparts in aspects of calorie intake (2068 and 1874 K. Cal respectively) that categorized as ultra poverty.
- ✓ 55.67 percent of the respondents were living under the lower poverty line with income level less than BDT 2000;
- ✓ Considering income poverty line, respondents at Sirajganj district are more vulnerable;
- ✓ 84.33 percent of the respondents in the char areas are living with upper poverty line.

### **2.2.1.6: Key Findings of State of Livelihood for July 2011:**

- ✓ Majority of the respondents (61.33 percent) in the study area were found wage laborer whereas, agriculture is shown the dominant income sources at the national level
- ✓ The study found that the average food expenditure (36.08 percent of total income) of the respondents in the three regions was lower than the national level;
- ✓ In most cases of other consumption, the expenditures were higher than the national level (the average expenditure 6.23 percent, 5.33 percent, 7.71 percent and 1.12 percent was for cloth, education, health and housing respectively);

- ✓ A significant amount of SME investment was found in the current study for which the average total monthly expenditure (64.56 percent)
- ✓ The study also observed that 73.33 percent, 55.33 percent, 62.33 percent, 95 percent and 98.5 percent of the respondents could not spend money for any types of activities of buying cloths, education, treatment, housing or miscellaneous purpose respectively
- ✓ The average calorie intake in char areas of Gaibandha, Shariatpur and Sirajgonj was 2052 k. cal per person per day that did not correspond to the national average calorie intake of 2344.6 k. cal;
- ✓ According to the food poverty line all respondents in the study area were living with calorie deficiency (except Shariatpur);
- ✓ Respondents at Gaibandha and Sirajganj district were found most vulnerable than their other counterparts in aspects of calorie intake (1948 and 1674 K. Cal respectively) that categorized as ultra poverty.
- ✓ 64 percent of the respondents were living under the lower poverty line with income level less than BDT 2000;
- ✓ Considering income poverty line, respondents at Sirajganj district are more vulnerable;
- ✓ 82.33 percent of the respondents in the char areas are living with upper poverty line.

**2.3: Objective 3- *To strenghten community resilience to absorb, recover and reorganize to, and from, climatic shocks***

Develop Community Resilience Practitioners Manual; Develop Practitioner Manual and Operational guideline for Community Seed Bank and Develop Practitioner Manual and Operational guideline for Community Food Bank have been taken under project objective 3. The present status of those activities are given below (Table 4).

**Table 4: Project objective-3: Activity and present status at a glance**

Serial No.	Activities at a glance	Present status
1	Develop Community Resilience Practitioners Manual	The draft Community Resilience Practitioners manual has been prepared. Comments are being sought from the partners. The Manual will be finalized by October 2011.
2	Develop Practitioner Manual and Operational guideline for Community Seed Bank	Practitioner manual and operational guideline for community seed bank and food bank will be completed by 20 November, 2011 and sent to all partners within 25 November, 2011 for comments
3	Develop Practitioner Manual and Operational guideline for Community Food Bank	

### 2.3.1: Resilience Manual: A practitioners’ guide to disaster resilience

Bangladesh has been affected with recurring disasters, where climate change is aggravating the situation. Even though the country has shown remarkable progress in disaster management, however the intensity and frequency has been surpassing people’s capacity to cope with disasters. Unitary response may be effective for short term, but unable to fulfill multiple demands of the community in the long run. Making a disaster resilience community, therefore, is an important concern both in academia and practitioners level.

Resilience refers to the capacity of an individual or community to cope with stress, overcome adversity or adapt positively to change. Recent perspectives on resilience extend its scope from narrow view of withstanding capacity to recover and reorganize capacity aftermath of disasters.

Taking into account the extended definition of resilience; “....*resilience for social-ecological systems is often referred to as related to three different characteristics: (a) the magnitude of shock that the system can absorb and remain in within a given state; (b) the degree to which the system is capable of self-organization, and (c) the degree to which the system can build capacity for learning and adaptation.* “ (Folke et al. 2002), this manual is first of its kind in Bangladesh where an operational guideline has been proposed for three components of resilience such as 1. Absorb, 2. Recover, 3. Reorganize.



## Objectives:

- ✓ Developing operational guidelines to make the communities resilient to social, ecological and economic shocks
- ✓ To enhance capacity of the development practitioners on disaster management
- ✓ To develop a model of resilient society

### 2.3.2: Preparation of Operational Manual for Community Seed Bank (CBS)

A Community Seed Bank (CBS) stores seeds as a source for planting in case seed reserves elsewhere are destroyed. It is a type of gene bank. The seeds stored may be food crops, or those of rare species to protect biodiversity.

#### Purposes of Seed Bank

- ✓ To provide community quality seeds after disaster
- ✓ To provide community access to quality, local seeds
- ✓ To preserve local, heritage and heirloom seed varieties
- ✓ To promote seed saving
- ✓ To develop and distribute seeds those are optimum for local soils and climate
- ✓ To collect the social histories of the local seeds

### 2.4: Objective 4- To increase the pro-poor and pro-development responsiveness of the government to the climate change

The activities planned for the objectives included:

- Research on Reckoning Climate Change: Local Peoples' Perception on the Impacts of Climate Change on Agriculture of South-Central and Northern Bangladesh,
- Research on Effect of Riverbank Erosion on Livelihood in Central and Northern Bangladesh,
- Agricultural Product Market Channel Assessment for Remote Rural and Char Area,
- Salinity Intrusion in Interior Coast: A New Challenge to Agriculture in South Central part of Bangladesh
- Formation of legislative influencing group comprising parliamentarian

- Formation of journalist group for raising pressure of government to take actions on climate change impacts and
- Policy dialogue involving parliamentarian, ministers, senior journalist, development partners have been taken under project objective 4.

The present status of those activities are given below (Table 5).

**Table 5: Project objective-4: Activity and present status at a glance**

Serial No.	Activities at a glance	Present status
1	Reckoning Climate Change: Local Peoples' Perception on the Impacts of Climate Change on Agriculture of South-Central and Northern Bangladesh	This research report has been completed and was sent to all partners for comments.
2	Effect of Riverbank Erosion on Livelihood in Central and Northern Bangladesh	Effect of Riverbank Erosion on Livelihood in Central and Northern Bangladesh has been completed and it is now going through review process for finalization.
3	Agricultural Product Market Channel Assessment for Remote Rural and Char Area	The draft Agricultural Product Market Channel Assessment for Remote Rural and Char Area has been completed and is going through review process for finalization.
4	Salinity Intrusion in Interior Coast: A New Challenge to Agriculture in South Central part of Bangladesh	The draft report Salinity Intrusion in Interior Coast: A New Challenge to Agriculture in South Central part of Bangladesh has been written, and sent to partners for comments.
5	New Innovative idea developed in RESOLVE field level: Learning by Doing (This research has been conducted instead of research work on Drought and moisture stress in Rajshahai, Barind tract)	The research report is now under process. It will be completed by 30 October, 2011 and sent within 15 November,

		2011 for comments
6	Formation of legislative influencing group comprising parliamentarian	All dialogues and lobby meetings will be organised within December, 2011 following completion of the research to share the findings of the research to have an effective evidence based policy advocacy.
7	Formation of journalist group for raising pressure of government to take actions on climate change impacts	
8	Policy dialogue involving parliamentarian, ministers, senior journalist, development partners	

#### **2.4.1: Reckoning Climate Change: Local Peoples' Perception on the Impacts of Climate Change on Agriculture of South-Central and Northern Bangladesh**

The agriculture in Bangladesh experiences multifaceted problem both in dry and wet season due to change in water distribution and availability. Even though climate change affects different geographic locations, but charland is particularly vulnerable due to their geo-formation and lack of infrastructure to protect impacts of climate change. Sundorganj upazila of Gaibandha district, Kazipur upazila in Shariatpur district and Gosairhat upazila in Shariatpur district have been selected for this study. A mixture of qualitative and quantitative techniques was used to collect and analyze data. Total 900 interviews were taken from Gaibandha, Sirajgonj and Shariatpur district (300 from each area) by stratified sampling method through a predesigned semi structured questionnaire containing questions regarding livelihood, agriculture, climate change impacts etc. The empirical data was accompanied by existing literature for analyzing and constructing rigorous evidence on the issue. The research report is already completed.

#### **Objective of the Study:**

- ✓ To address the challenges posed by climate change and find out sustainable solution in agriculture and livelihood of northern and south-central Bangladesh
- ✓ To explore the magnitude and impacts of different natural hazards namely flood, riverbank erosion, salinity intrusion, water scarcity in livelihood system, more particularly agriculture

#### **Key Findings of the Study:**

- ✓ Flood, more specifically river flood, is the most severe natural hazard for agriculture production in Sundargonj upazila of Gaibandha district.
- ✓ Though Sirajgonj is prone to flood, however river bank erosion, flood induced river bank erosion more particularly, is the prevalent natural hazard in Kazipur upazial under Sirajgonj District.

- ✓ In Sirajgonj 80% people states that river bank erosion is the main problem. On the other hand, 39% people of Gaibandha identify this problem for crop production. Whereas, 41% people of Shariatpur are forced to change their crop variety due to climate change.

#### **2.4.2: Effect of Riverbank Erosion on Livelihood in Central and Northern Bangladesh**

Riverbank erosion is a devastating hazard in Bangladesh that permanently displaces and impoverishes many people. The floodplain of the Teesta and Brahmaputra River covers most of the northern part of Bangladesh. Gaibandha and Sirajgonj are the erosion prone area and frequent erosion makes people to move from this area to distinct places which put extra pressure on their livelihood. Frequent erosion makes the people to move from this area to distant places which put extra pressure on their livelihood. For this study data have been collected from the selected study areas using both qualitative (Case Study and Key Informant Interview) and quantitative. Data collected from the respondents of the study area using purposive random sampling technique where sampling size was 22. In addition, two cases and one key informant were interviewed.

##### **Objective of the Study:**

The present study aims to know the impact of riverbank erosion on the state of livelihood of the surveyed area. Other specific objectives are:

- ✓ To understand the local peoples' perception on the causes of riverbank erosion
- ✓ To know in what extent the inhabitant incurred loss due to bank erosion and the way they cope up
- ✓ To trail the migration pattern of that locality
- ✓ To elucidate different livelihood option of the study area

#### **2.4.3: Agricultural Product Market Channel Assessment for Remote Rural and Char Area**

The existing supply channel of agriculture is facing various types of problems to satisfy producers and consumers due to lack of proper market infrastructure, information and communication and lack of proper transportation system. So the study is aimed to work with the existing supply channel of agriculture to recognize the different problems within the existing supply channel from both the ends of producers and consumers and prerequisite demands for overall agricultural production and market channel development. A semi-structured questionnaire with random sampling techniques was applied for collecting data from different remote rural and chars land areas of Sirajgong, Shariatpur, Faridpur and Gaibandha. Data has been collected from 30 different medium, both for small and marginal farmer households' level. Six Focus Group Discussions (FGD) Key informants, interview has been taken conducted in the study.

### **Objective of the Study:**

- ✓ Identify the different intermediaries and their participation within the agricultural market channel
- ✓ Market participations and profit sharing by different intermediaries
- ✓ Identifying problems within the existing market channel and cost-benefit analysis with different crops.

### **Key Findings of the Study:**

- ✓ More than 75 percent respondents in the study areas said that costs of agricultural productions are increasing day by day resulted from increasing cost of different agro-inputs but farmers are not getting facilitated from increasing market price
- ✓ In case of profit sharing here from the market level information it is found that most of the time profit are maximized by different market level intermediaries. From this study it is found that different market levels intermediaries has earned about Tk. 50 to 150 per 40 Kg paddy as their profit.
- ✓ It is also observed that more than 70 percent farmers do not get their fair profit for the lack of market information, transport facilities and storage facilities.

### **2.4.4: Salinity Intrusion in Interior Coast: A New Challenge to Agriculture in South Central part of Bangladesh**

Salinity intrusion is an increasing problem in the coastal zone of Bangladesh. It has been found that salinity is a predominating hazard for the crop production in Gosairhat, an upazila under shariatpur district, during dry season and the farmers experience a significant yield loss over the couple of years. Under the circumstances, the study intended to measure the present level of salinity, surface water salinity more particularly, and its impact on agricultural production and also predict the future scenario in terms of salinity level and its potential impact. The study used a mixture of primary data and secondary source of literature to meet the objective of the study; however, the study focuses more on primary intervention which has been done through FGD, key informants interview, case study, household interview, personal observation and the laboratory report. The secondary literature has been sorted out through assessing a number of scientific, policy study and conference and workshop report.

### **Objective of the Study:**

- ✓ Explore the causes of salinity intrusion in the area adjacent to the lower Meghna.
- ✓ To measure the present level of surface water salinity
- ✓ To assess and quantify the impact on agriculture

- ✓ To identify the solution to address the problem associated with salinity ingression

### Key Findings of the Study:

- ✓ The principal obstacle for crop production during dry season is salinity in the soil and surface water along with the other obstacles like cold wave, pest invasion, and industrial pollution from brick field, tornado etc. in the study area.
- ✓ The study found that the present salinity level in surface water is 1.3 dS/m ( from empirical study) and soil salinity is <4dS/m (from secondary study)
- ✓ Most of the Robi crops are sensitive to this salinity level and therefore experience a significant yield loss in the study area.
- ✓ Local variety seems more sensitive to salinity than that of hybrid variety.

### 2.5: Objective 5- To amplify linkages, learning and advocacy on cross boarder (regional and international) actions for reduction of impacts of climate change, and low carbon development pathway

The activities which have been planned under the project objective 5, and their present status are given in Table 6.

**Table 6: Project objective-5: Activity and present status at a glance**

Serial No.	Activities at a glance	Status
1	Participate in SAARC summit in Maldives to share evidences and foster learning among regional actors	This will be done when the SAARC summit is held.
2	Participate and organize side event in COP17 at South Africa involving representative from each participating organisation to disseminate the outcome of RESOLVE pilot project (upscaling)	Application has been made to hold two side events in COP 17 in South Africa in December 2011 to disseminate the outcome of RESOLVE pilot project
		A documentary will be presented about the new innovative ideas, which are being practised in field level at RESOLVE areas.
3	Linkage with existing networks (SAWTEE, CANSA, INSA) and create new network	The Unnayan Onneshan has been elected as a Member to the Board of the CANSA. It is a continuing process

## 2.6: Objective 6- To establish adaptive management through learning by doing for scaling up (practicing resilience theory)

**Table 7: Project objective-6: Activity and present status at a glance**

Serial No.	Activities at a glance	Status
1	Establish adaptive management through the project operation	It is a continuing process. The Steering Committee has been proactive.


## 2.7: Project related other activities

**Table 8: Project Development other activities**

Serial No.	Activities at a glance	Status
1	Terms of Reference of Research on State of Livelihood (Longitudinal Monitoring)	ToR on state of livelihood has been completed and sent to partners for their comments
2	Terms of Reference of Research on Adaptive Techniques in Agriculture	ToR on Adaptive Techniques in Agriculture has been completed and sent to partners for their comments
3	External funding for RESOLVE (CIDA proposal) and proposal development	Submitted to ON
4.	External funding proposal for EU and other donors	Draft submitted to ON
5.	Multiannual Budget (2012-2015)	First Draft submitted to ON and final draft will be submitted on 15 October
6.	Baseline Survey Report	Completed on July, 2011
7.	LOG IN DIARY	Completed on 14 May 2011

### 2.8.1: Terms of Reference of Research on Adaptive Techniques in Agriculture

The study is intended to develop a model in agriculture that is adaptive to climate change as well as ensures higher yield needed to ensure food security. The impacts and pattern of climate change vary with local biophysical condition and therefore adaptation model has to be context specific. However, the findings of the study could be applicable to other parts of Bangladesh through some modifications or simply replication in the areas having similar physiographic condition. The study is basically an action research aimed at develop a model comprising field test and technical interventions in different crop phases based upon scientific evidence. The



study will continue both Robi and Kharif season as crop variety and weather events change with season. The study will follow a four step methodology comprising a mixture of literature review, demonstration plot, respondents' survey and model building.

### **Objective of the Study:**

- ✓ To identify and measure impacts of climate change in different phases of crop and total yield
- ✓ To identify the suitability of particular adaptive crops for that particular agro-ecological zone
- ✓ To suggest ways and means for the farmers to put that crop into practice

### **2.8.: Terms of Reference of Research on State of Livelihood (Longitudinal Monitoring)**

The state of Livelihood has been planned to assess living conditions in certain areas based on predefined social, economical and environmental indicators. It is a longitudinal monitoring which will be used to monitor effectiveness of interventions made under RESOLVE. Data will be collected from RESOLVE project areas (Shariatpur, Gaibandha and Sirajgonj) using a semi-structured questionnaire containing questions regarding social, economic and environmental aspects in every month. Total 100 respondents will be interviewed each month (50 controlled and 50 uncontrolled) to know their socio-economic condition and progress of living condition with the progress of RESOLVE activities.

### **Objective of the Study:**

- ✓ Tracking the progress of living condition of the right holders
- ✓ Measure the effectiveness of interventions made under RESOLVE
- ✓ Provide strategic direction for meeting the goals of RESOLVE

### **2.9: Baseline Survey Report**

Without having a clear picture of socio-ecological context the project areas, intervention strategies may not be able to produce the desired output. Moreover a measurable and verifiable system has to be developed to ensure transparency and accountability in activities so that the survey could play an important role. Through baseline survey, existing socio-economic condition of the right holders could be explored and after a project cycle these information will help to measure their progress towards moving from existing situation.

### **Objectives:**

- ✓ To prepare a socio-economic profile of right holders based on existing situation of the project areas



- ✓ To develop a reference point to measure the progress of the right holders compare to those who are out of RESOLVE intervention
- ✓ To develop a clear picture for ensuring transparency and accountability in activities of partners organisations


## **Key findings:**

### **2.9.1: Baseline Survey Report, Gaibandha, Bangladesh**

- ✓ Average literacy rate of the area is 24.1 percent; among which 31.9 percent are male and 16.5 percent are female
- ✓ 31 percent household heads of right holder's primary occupation is agriculture, 46.7 percent is wage labourers 5.7 percent small businessman, 0.3 percent does fishing, one percent service holder, 3.7 percent is rickshaw puller, 1.7 percent is van puller, 1.7 percent is driver, 0.3 percent kobiraj, 0.3 percent carpenter and 6.7 percent is engaged in other activities as their main occupation
- ✓ Enrollment rate in school is 51.13 percent for female and 48.87 percent for male and the dropout rate is 23.7 percent
- ✓ 60.33 percent of the right holders' annual income is equal or below 30000 taka whereas, 39.69 percent income of more than 30000 taka. And 27.67 percent of the right holders' yearly expenditure is more than 30000 taka and it is less than 30000 taka in case of 72.33 percent
- ✓ 35.3 percent households have the ownership of agricultural land and 64.7 percent households don't have the ownership of agricultural land
- ✓ Flood is the most frequent hazard faced by community and its 79.7 percent whereas 19.7 percent respondents identified river bank erosion

### **2.9.2: Baseline Survey Report, Sirajganj, Bangladesh**

- ✓ 25 percent household head of right holders' primary occupation is agriculture, 62 percent are wage labourer, 0.7 percent small businessman, 0.7 percent rickshaw puller, 1.3 percent carpenter and 8 percent other
- ✓ Enrollment rate in schools and colleges is 57 percent for male and the rest (43 percent) for female and dropout rate is 3.3 percent.
- ✓ Most of the right holders are extremely poor and their annual income is below 30000 taka (USD 400). Among them, 67.19 percent right holders' annual income is equal or below 30000 taka. However, 32.81 percent right holder's annual income is more than 30000 taka. And 72 percent right holders' yearly expenditure is more than 30000 taka

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- ✓ Most of the right holders are landless poor or have insufficient amount of land. Only 15 percent households have agricultural land.
  - ✓ According to respondents among the right holders on natural hazards; 44.5 percent's answer is flood, 4.7 percent answers salinity, 1.7 percent recognizes river bank erosion and 47.8 percent households face other calamities and natural hazard.

### **2.9.3: Baseline Survey Report, Shariatpur, Bangladesh**

- ✓ 47.7 percent household head of the right holder's primary occupation is agriculture, 33.7 percent is wage labourers and 17.3 percent is fisherman
- ✓ Within 300 right holders households, 320 members were found enrolled in different schools out of which 53.75 percent is female 46.25 percent of them are male. And dropout rate is 13.7 percent
- ✓ Most of the right holders are extremely poor and their annual income is below 30000 taka (USD 400). About 64.3 percent right holders' annual income is equal or below 30000 taka, whereas 73.4 percent yearly expenditure is more than 30000 taka
- ✓ Most of the right holders are either landless poor or have tiny amount of land, which is evident from survey result as well. From survey it is found that only 6.3 percent household have agricultural lands of their own
- ✓ According to respondents flood is the most frequent hazard, whereas, only 2 respondents identified drought as major hazard that could incur great loss.

## CHAPTER 3: PROGRAMME MANAGEMENT, DEVELOPMENT AND SECRETARIAT

**3.1.** Besides planned research and technical advisory, Unnayan Onneshan contributed significantly on programme development in the first half of the first pilot year of RESOLVE. In the first half, most of the programme development activities were related to development of ToR of the researches, preparing proposal for external funding and preparing multiannual budget etc. Meanwhile, in collaboration with other partners UO lead the tasks of developing external funding proposal for CIDA, External funding proposal for EU or other large donors and Multiannual budget for 2012-2015.

**Secretariat:** Since the planning phase of RESOLVE pilot project, Unnayan Onneshan has been providing all the technical services to partners in developing joint proposal, setting activities and developing operational guidelines. In addition, since inception of the project Unnayan Onneshan has been serving as Secretariat of RESOLVE and managing all tasks related to programme development, developing operational guideline, setting strategic direction and organising Steering committee meeting. Centrality in position at Dhaka, well developed infrastructure and modern digital communication infrastructure makes UO favourable to partners to chose as Secretariat and in the first half UO arranged 1 foundation training, 2 steering committee meeting, 2 telecon and many other informal gatherings of RESOLVE.

ToR of Secretariat attached in Annex 2 (The ToR was developed by GKS)

### 3.2 Steering Committee Meetings

#### Meeting 1: Skype Teleconference, 22 February 2011

The steering committee meeting was held on 22 February, 2011 over Skype Teleconference for sharing updates of programme implementation. A separate agreements/action points are listed which were agreed during teleconference: (1) Approval of ToR of steering committee needs to be finalise (Action point: Titumir (UO) and Saima (GKS) to email this week that they approve or send comments), (2) Oxfam Novib Knowledge Officer (Nick Peacock) will help partners in documentation & sharing of knowledge & experience (Action point: Lori to send introductory email this week about Knowledge Officer), (3) Oxfam partners workshop (1 april): GUK, SDS, UO have expressed interest to join. Oxfam GB will send invitation (Action point: GKS to confirm this week participation in Oxfam partner workshop), (4) Meeting with Corne (Ox Novib Financial Officer) is scheduled on 31 march in Dhaka (Action point: GKS to confirm this week participation on this meeting), (5) Next face-to-face meeting of Steering Committee to be hosted by GKS, date to be decided (6) South Asia Social Forum still needs to be discussed (Action point: Titumir to send info on details, thematic focus of the forum and date). The meeting was helpful for the local organistaions to develop a proper time schedule for resolve activities.

## **Meeting 2: 27 April 2011, Venue: Conference Room, Unnayan Onneshan**

Another steering committee meeting was held on 27 April, at Unnayan Onneshan Conference room, Dhaka comprising representatives from GUK, Unnayan Onneshan, SDS and GKS. The meeting discussed issues relating to the progress of RESOLVE, strategies to accomplish rest of the activities within planned schedule. Head of organizations as well as project managers from the RESOLVE partners participated in this meeting. Rashed Al Mahmud Titumir, Chairperson of Unnayan Onneshan who presided over this meeting as chair and Mr. Mohammed Abdul Baten facilitated the meeting upon request of the chair. The issues come out from the meeting with a constructive discussion are to develop template for reporting, annual reporting format, location mapping, local crop calendar, local livelihood calendar, operational manual for People's weather station (in each area RESOLVE partners will measure temperature, rainfall, wind speed using instruments and disseminate to local people), mechanisms for crop insurance, and to identify the issues and subject for Video Diary and to translate project materials to Bengali. The issues raised from the meeting were very helpful to look forward the resolve activities efficiently.

### **3.3 Working Group Meetings**

#### **Meeting 1: 14 May 2011 Venue: Conference Room, GKS-Head Office, Nalka, Sirajgonj**

The idea of "Working Group Meeting" under RESOLVE came from the steering committee meeting that held on 27 April 2011 at Unnayan Onneshan. Based on that decision the first working group meeting is held on 14 May, 2011 at GKS Conference Room, Nalka, Sirajgonj. Ms. Saima Yeasmin, Executive Director, GKS welcomed the participants on behalf of GKS family. She explained objectives of the working group meeting in brief. Mr. Shafiqul Islam, Project Manager, GKS-RESOLVE presided over this meeting as chair. At the beginning of the meeting an introductory session has been conducted among the participants. Mr. Baten, Programme Manager facilitated the daylong meeting as requested chair on behalf of all participants of the meeting. The agenda of this meeting are: (1) Development of standard format for log in diaries, (2) Format Development for progress report, (3) Demonstration of right holders' profile, (4) Searching more innovative idea for RESOLVE (5) Monthly data collection technique/ quality, (6) Discussion on Multi Annual Budget for finalizing, (7) Crop insurance mechanism, (8) RESOLVE Logo, (9) Alternative measures for demonstration plot, (10) Local weather station, (11) Campaign at local and national level and (12) Bangla version of RESOLVE documents. It is expected that the meeting will help to implement the RESOLVE activities effectively and the learning points will be disseminated among the RESOLVE area. Eleven staffs from the RESOLVE partners participated in the meeting.

## CHAPTER 4: CONCLUSION

RESOLVE is indeed innovative in its approach, as it has been applying a contextual ecosystem approach in its operationalization. It has used an integrated approach that includes field intervention, capacity building, and advocacy initiatives, with strong crosscutting concerns for gender equity and of raising the voices of most vulnerable households. It tries to improve the resilience to current climate variability and future climate change of food insecure households by developing and supporting cost-effective strategies at the household and community level, and advocating for policies and measures at the local, national and regional levels, that will improve food security in the context of climate change.

To fulfil the objectives of the RESOLVE, the Unnayan Onneshan has initially planned 17 activities; of which may have been completed six and others are now under process for finalisation, giving a strong signal that all envisaged activities would be completed within stipulated time.


The RESOLVE has purposively targeted the poorest segment of the society, more particularly poorest village community, considering their grave vulnerability to climate change and the activities are directly related to focus their condition.

The REOLVE is unlike others both in approach and operationalization. Having ultimate goal of sustainable development, it has kept the provision of establishing community food bank, seed bank, besides addressing innovative adaptive techniques to address the shocks associated with climate change. Community level food bank and seed bank's manual have been prepared in this phase so that it will make ease to practioners in the second phase. This demonstrates the programme's continuity and unique sequencing of the activities.

The Unnayan Onneshan as a technical partner has taken innovation as a key component. Location wise climatic hazards have been found out in this phase and the Unnayan Onneshan will provide a series of possible adaption options in this phase. Based upon which, a rigorous processes will be practised in the next year and cost benefit analysis will be also carried out.

The proposed project has also attempted to adopt Resilience Approach with the aim of increasing the capacity of the right holders both at household and community level to absorb; or to cover; and if necessary, reorganize during and after any disaster hits. The Unnayan Onneshan prepared resilience manual will help make the communities resilient to social, ecological and economic shocks.

The Unnayan Onneshan as a technical partner and a secretariat, in its every action, has been practising participatory adaptive management through learning by doing. This strategy of the project implementation is being carried out as RESOLVE is new of its kind in terms of finding solutions to climatic variabilities in the field to develop effective, demonstrable, replicable and appropriate adaptation model. The model of programme management is also new as it provides equal share to each of the partners.



The Unnayan Onneshan also takes a unique challenge in the policy advocacy by shifting to an evidence-based advocacy from the conventional human story telling. Thus, it has been pursuing a three-pronged strategy: (a) the research agenda set through consultation with the affected people (b) rigorous science led research to make credible argument, and (c) policy influencing through evidence. An interactive dissemination channel are being also developed to make all information accessible to wide array of people including local rural communities, government structures, and donor agencies.



## RESOLVE Activity in Action



# Annex 1

## LOG IN DIARRY

### 1. Steps of LOG IN DIARRY

- a. Day/Month/Year
- b. Name of Activity
- c. Name of diary writer with designation
- d. Phase of activity

Stage/phase	when	why	how

- e. Challenges
- f. Causes of problems
- g. Ideas of improvement
- h. Solution of implementation
- i. Reflection
- j. Image with date

### 2. Annual Progress Report(contents)

- a. Introduction
- b. Rationale
- c. Activities carried during the reporting period  
(For example Demonstration plot)
  - Objectives
  - Working method
  - Input
  - Output
- d. Conclusion

### 3. Profile of right holders (The profile will be visualized in the project website using GIS techniques and location map)

- a. Area code(e.g. SU\_SR\_W\_No.
- b. Name
- c. Husband/Father's name
- d. Age
- e. Sex
- f. Land(in decimal)
- g. Education
- h. Occupation
- i. Support
- j. Progress

### Identity Card

National ID # Address: Occupation: Land size: Owner of homestead land: RESOLVE ID#
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## Terms of Reference for Secretariat

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### **Background:**

Representative from three implementing organizations (GKS, GUK and SDS), technical support organization (Unnayan Onneshan) and funding organization (Oxfam Novib) have formed a Steering Committee under RESOLVE. Being a member of the Committee, GKS is implementing RESOLVE in Sirjaganj, GUK in Gaibandha, SDS in Shariatpur district and Unnayan Onneshan providing necessary technical supports among the implementing organizations.

Since the Steering Committee is considered as the strategic body and guiding authority of the RESOLVE Programme, the committee members established a Dhaka based secretariat for performing secretarial task of the program effectively and smoothly. Considering their volume of engagement in RESOLVE Programme, decision has been taken to establish the secretariat at Unnayan Onneshan as it is positioned at city centre which is accessible to any corner of Dhaka and they have well developed infrastructure and communication system. It is expected that the secretariat will play a productive role in achieving RESOLVE objectives.

### **Objective:**

To provide necessary secretarial assistance to perform the task of the Steering Committee effectively and smoothly

### **Responsibilities:**

- To organize and coordinate regular/special meeting
- To provide required space for conducting regular meeting/task.
- To provide food & accommodation (if required) during the meeting.
- To ensure required logistic support
- To prepare and circulate promptly the minutes of the committee meeting to all members.
- To take initiative for solving common problems that hampers proper implementation of the total programme.
- To organize cross/exposure visit, learning events home and abroad
- To organize and coordinate national level event for RESOLVE Programme
- To take initiative to mobilize funds for scale up
- To Maintain liaison with Government and other national and international level actors



### **Frequency of the meeting:**

The secretariat will call regular meeting in quarterly basis. In case of emergency special meeting will be conducted when needed.

### **Notice of the meeting**

The secretariat on behalf of Chairperson of the Steering Committee will send the notice with draft agenda of the meeting at least one week before the scheduled meeting date. In case of emergency/special meeting notice should be sent at least 24 hours before.

### **Minutes of Meetings:**

The Secretary shall minute the proceedings and resolutions of all Steering Committee meetings, including the names of those present and in attendance. Minutes of Committee meetings shall be circulated to all members of the Committee within next 7days.

### **Others:**

- The Secretariat may appoint support staff on part time basis.
- The secretariat may charge the rent of space and other running cost (Utilities).
- Refreshment, food & accommodation cost also may charge
- The ToR will be updated in regular basis/if required.