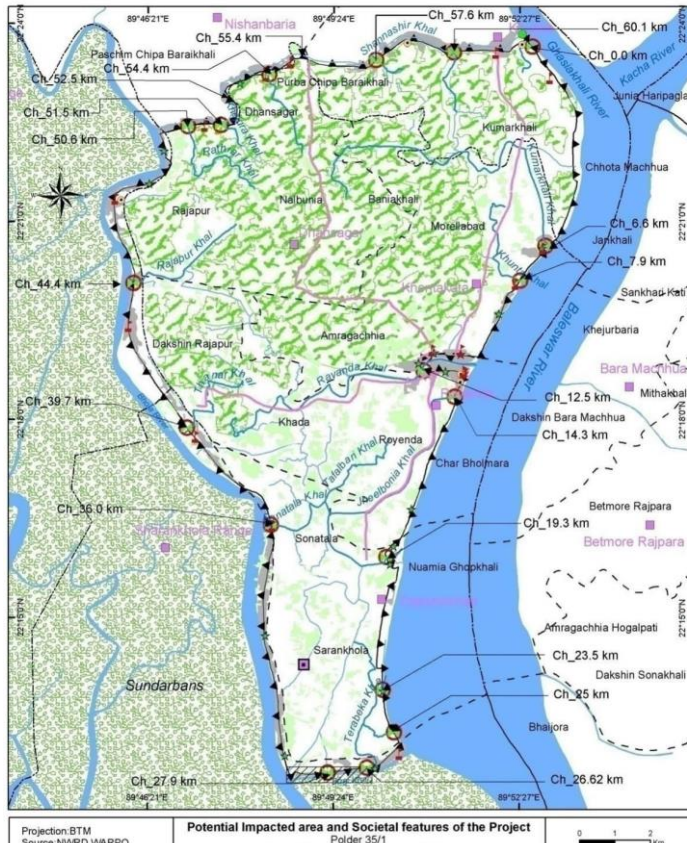


**Ministry of Water Resources
Bangladesh Water Development Board
Coastal Embankment Improvement Project, Phase-1 (CEIP-1)
INCEPTION REPORT**



Consultancy Services for Non-Governmental Organization (NGO) Services to Implement, a) Social Mobilization with Social Action Plan (incl. setting up WMOs); (b) Social Afforestation and c) Integrated Pest Management (IPM) Plan for Polder 35/1 and Polder 35/3 in Bagerhat District

**Submitted by
Shushilan**

House 155, Jalil Sharoni, Rayermohol, Boyra, Khulna-9000.
Email: shushilan@shushian.org; dhakaoffice@shushilan.org

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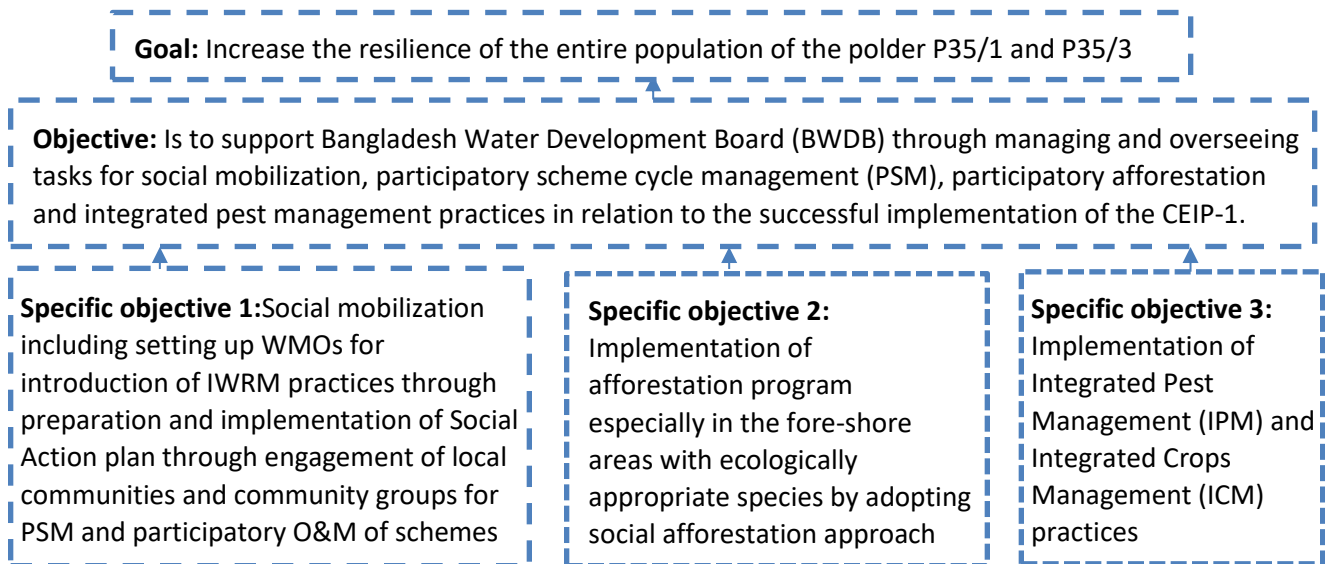
1: Introduction

1.1: Background:

This inception report has been prepared to refine the methodology and work plan to be adopted for carrying out the assigned NGO services and quality assurance of the contract package no CEIP-1/A2 & B1/SI-B for implementation of (1) social mobilization with social action plan (including set up WMOs) (2) social afforestation and (3) implementation of Integrated Pest Management (IPM) plan for polders **35/1 & 35/3 in Bagerhat district under CEIP-1**. This NGO services has been commenced from 18th March 2019 and will continue up to September 2020 considering the provisions of the agreement between Shushilan, a national Non-Government Organization (NGO) and PMU, CEIP-1 of BWDB. The Main objective of this NGO services is to support the BWDB under CEIP-1. The activities include (1) Social mobilization including setting up WMOs for introduction of Integrated Water Resource Management (IWRM) practices through preparation and implementation of Social Action plan through engagement of local communities and community groups for Participatory Social Action Plan (SAP) and participatory O&M of schemes (2) Implementation of afforestation program especially in the foreshore areas with ecologically appropriate species by adopting social afforestation approach and (3) Implementation of Integrated Pest Management (IPM) and Integrated Crops Management (ICM) practices. The project/NGO services are expected to engage 130,252 beneficiaries in different activities during the project life cycle. Engagement of the local communities for creating ownership in the project will be considered as an integral part for the successful implementation of the assigned services.

1.2: Objective of the Assignments:

Goal, main objectives and specific objectives of the assigned services are given below:



1.3: Signing of the Contract:

The contract was signed between PMU, BWDB and *Shushilan* on 24th February 2019 for providing NGO's services for implementing social mobilization with setting up WMOs, social afforestation and integrated pest management and integrated crops management in the coastal polder 53/1 and 35/3 in Bagerhat district. The contract has approved total budget BDT. 44,851,725.00 including 15% vat and 12% tax for the assigned services during the project period. Duration of the NGO services will be from 18th March 2019 to September 2020.

1.4: Objective of the Inception Report:

The objectives of this inception report are to understand the assigned activities, the objectives, the beneficiaries/stakeholders, the proposed methodology, the work plan and activities are done within the time period. Moreover, the NGO services will integrate the relevant documents, policies and guidelines as a preparation of the assigned activities. The methods of the beneficiary's engagement, household census survey, the formation of WMOs, social afforestation process and implementation of IPM and ICM will be elaborated to understand these issues to successfully support the PMU, BWDB of CEIP-1. This report will also draw probable challenges and way forward to implement the project/assigned services smoothly.

However, this Inception Report is Particularly Account for:

- ❖ The overview of CEIP services under the polder 35/1 & 35/3, its design, the focus, approach and methodology, tools and techniques to be applied for consultancy services
- ❖ The detailed work plan, specifying the organization and time schedule for the services allowing time for consultation of polder 35/1 & 35/3 peoples, Local Government Division, Bangladesh Water Development Board and the other key stakeholders
- ❖ The specific individual consultancy activity, and the monitoring tools, techniques, methods, to be defined by interrelating actions, achievement indicators, assumptions and risks, procurement, financial and administrative management system
- ❖ The approaches to ensure quality assurance throughout the services and documentation
- ❖ The exact focus and scope of the exercise and finding the key deliverables
- ❖ Finally, harmonize, interrelate and integrate actions to be implemented within individual consultancy services with those at the field level and the grounding activities which already have been done in field level

Chapter 2: Mobilization and Start-up- Activities

2.1 Setting up Office:

Shushilan already set up two field offices in Bagerhat district and Morelgonj Upazila for executing the assigned services in polder 35/1 and polder 35/3. Location of the Bagerhat office is in Khaddar, Bagerhat district, on the highway of Dhaka -Khulna-Bagerhat Road. Location of the office place is convenient to communicate with district and Upazila level stakeholders (such as local administration, BWDB office and others) and field level communication of the polders. The field office of Bagerhat is equipped with necessary furniture comprises of Arm Chair, Table, Rack, File Cabinet, Steel Almetry, computer wit backup support and other facilities have been provided to staffs. Most importantly, the technological amenities like electricity, generator Wi-Fi, telephone, printing, binding and scanning are available for personnel to use. The office has sufficient room to sit and light to work. Another office has been confirmed in Morelgonj/Saronkhola Upazila for running the project activities of polder 35/1 smoothly. This office is also equipped as like Bagerhat office.



CEIP_1 Office, Bagerhat

2.2 Kickoff Meeting with Project Officials:

The project organized a two days orientation workshop in the head office of Shushilan on 23rd and 24th April 2019 by the engaging chief executive of the organization, team leader, deputy team leader, all field organizers of the project. In addition, head of the Research Unit, head of procurement, head of HR and monitoring officer from Shushilan head office were attended to understand the project interventions and support the project team to achieve the objectives. The objectives of the workshop are to orient the field level staff to understand the assigned services particularly social mobilization, enrollment of the beneficiaries, formation of WMOs, implementation of IPM and social forestation. After completion of the orientation, the team leader and the deputy team leader mobilized the field staff with assigned working area and responsibilities. The agenda of the workshop is given below.

- Introduction of the project
- Introduction of different project staff & management
- Discuss the project objectives
- Discuss the activity implementation process
- Discuss the project location & area distribution among the field staff
- Discuss the project baseline process.

Participants of the project team members have given in below.

- Mostafa Akteruzzaman, Team Leader, NGO Services for CEIP-1
- Shirin Akter, Deputy Team Leader, NGO Services for CEIP-1
- Attended field organizers and their posting area is given below

Sl #	Name	Working Upazilla	Working Union
1	Biplob Kumar Mondal	Bagerhat sadar	Dema
2	SM Abdul Kuddus	Rampal	MollikerBer
3	ShahinaKhatun	Bagerhat Sadar	Dema
4	Sunita Rani	Saronkhola	Khontakata
5	GM Nazir Ahmed	Morrelganj	Khaulia
6	Lakshman Chandra Mondal	Sarankhola	Dhansagor
7	MdHasan Mahmud	Morrelganj	Khaulia
8	MdSelimHossain	Saronkhola	Southkhali
9	MdHumayunKabir	Sarankhola	Rayenda
10	NasrinAkhter	Sarankhola	Southkhali
11	Sumi Sultana	Bagerhat Sador	Karapara
12	Tapas Sarker	Bagerhat Sador	Dema
13	UmmeKulsum	Sarankhola	Rayenda

Moreover, the project has engaged some experts and unit heads for supporting the assigned activities to achieve the project objectives. The name and designation of the professionals are given below.

- Mostafa Nuruzzaman, Chief Executive, Shushilan
- Mustafa Bakuluzaaman, Deputy Director, Shushilan
- Mahanambrota Das, Head of Research & Advocacy Cell, Shushilan
- Mihir Datta, Head of Human Resource, Shushilan
- Komollesh Bishwas, Head of Procurement, Shushilan
- Shahina Parvin, Head of Monitoring, Information and Learning Cell, Shushilan

2.3 Review of Scope of Work:

The project team already reviewed the scope of work for the deep understanding of the assigned activities, the objectives, methods of interventions and the necessary plan community mobilization, WMOs, IPM/ICM, social forestation and monitoring). The project already reviewed the following scope of works that include as follow:

	Objective	Activity
1	Social mobilization including setting up WMOs for introduction of IWRM practices through preparation and implementation of Social Action plan through engagement of local communities and community groups for PSM and participatory O&M of schemes	<p>1.1 Formation of Water Management Organizations (WMOs) and social mobilization in each polder</p> <p>1.1.1 Participatory Scheme Assessment and Design and conduct Participatory Rural Appraisal (PRA) with BWDB field office in association with divisional office</p> <p>a) Conduct information campaign by the project team in the catchment area of the polders for better understanding of project objectives and formation of WMOs (WMGs and WMA)</p> <p>b) Assist CEIP-1 of BWDB by conducting household census survey using specific format</p> <p>1.1.2 Discussion and Consultations among local communities and stakeholders</p> <p>c) Identification of potential beneficiaries and other stakeholders through PRA exercise</p> <p>d) Assess demand and willingness to establish WMOs, participate in project cycle, and their interest to take over O&M responsibilities</p> <p>e) Collect quantitative information on social, environmental, technical and economic aspects</p> <p>f) Identify BWDB and government land, suggest suitable use of this land for different professionals of WMOs</p> <p>G) Identify key problems of water management in the polders for effective addressing the issues for rehabilitation and improvement works</p> <p>g) Prepare the survey report</p> <p>1.1.3 Formation of Group and social mobilization</p> <p>a) Identify the beneficiary villages of the water management schemes and Mobilization boundaries of Water Management Units (WMU) in a polder. Enrol 75% of the HHs as a member of WMGs.</p> <p>b) Prepare HHs list for each WMO unit in order to work out the percentage of enrolment</p> <p>c) Carry out beneficiary census and identify existing and/or potential members of Water Management Organizations (WMO) including WMGs and WMA for each polder</p> <p>d) Review policies and guidelines (GPWM 2001, PWMR 2014) for setting up constitutions or by laws of WMGs and WMAs</p> <p>e) Establish/reorganize WMOs and draft a set of scheme-specific by-laws</p> <p>f) Carry out participatory training needs assessment and prepare a program for BWDB field offices and WMOs representatives</p> <p>g) Carry out the capacity building program including training in coordination with BWDB's Staff Development Unit</p> <p>h) Register the WMOs with the BWDB concerned offices as per PWMR, 2014</p> <p>i) Conduct introductory level training curriculum for WMGs/WMA on "Participatory Water Management", "Income Generating Activities (IGA)"</p> <p>j) Create financial management capacity through bank account for the newly formed WMGs.</p> <p>k) Assist the WMOs in the process of registration with concerned office of BWDB following PWMR 2014.</p> <p>1.1.5 Planning and Technical Design</p> <p>a) Assist the engineering and economic team in sharing the polder improvement plan with the WMO's/community organizations</p>

	Objective	Activity
		b) Assist PMU, BWDB finalizing the Polder Development Plan (PDP) with participation from the beneficiary communities of respective polder.
		c) Develop Memorandum of Understanding (MOU) on the implementation of the PDP and discuss with the WMOs on the implications of signing the PDP.
		d) Arrange signing of the PDP for implementation in the full understanding of the WMOs
		e) The WMOs will also agree on taking over their responsibility in O&M during operation.
		f) Develop mechanism/tools for O & M fund collection from the benefitted farmers
		1.1.6 Implementation
		a) Formation of Construction Supervision Team (CST) from the members of WMGs/WMA and disseminate project design and works
		b) Impart training to the CST before fielding it for functioning.
		c) Develop participatory monitoring plan for the WMAs with assistance from the engineering consultants and BWDB field office.
		d) Develop a procedure for CST to coordinate the social issues with contractor, consultant and BWDB field officials during construction.
		e) Facilitate the Construction Supervision Team (authorized members of WMA for supervision - CST) and assist them in communicating observations to the BWDB field office and the consultants
		f) Document the process for monitoring of civil works to assist the CST and gradually train them up to do all proceedings by their own.
		g) Involve the WMOs in the implementation process of the project especially earth work through formation of Labor Contracting Society (LCS)
		1.1.7 Operation Maintenance of Schemes
		a) Introduce the WMO and WMA members with the water control structures, irrigation and drainage channels and the embankment of the polder and disseminate operation and maintenance details of those components.
		b) Discuss and sort out minor O&M activities that are plausible for the WMOs to implement during operation of the scheme
		c) Develop O&M Plan for the WMAs with reference to major activities as responsibility of the BWDB division offices.
		d) Design and develop draft Agreements for signing between WMAs & BWDB in respective schemes on the responsibilities of routine O&M through active participation of the WMOs
		e) Explain in-depth all the articles of the agreements to the WMOs so that they understand their specific roles and those of the BWDB in the O&M of the scheme
		f) Arrange signing of the agreement by WMOs & BWDB Executive Engineer of respective division office on the Polder Development Plan.
		g) Facilitate the WMOs in the operation and routine maintenance of the polder and assist them in communicating observations for major repair and maintenance to the BWDB division offices
		h) Document the process for operation and routine maintenance of the polder to assist the WMOs and gradually train them up to do all activities designated for them.
		1.1.8 Routine Minor Maintenance

	Objective	Activity
		a)WMOs will agree on long-term O&M responsibilities and take over the operation and routine minor maintenance of the polder.
2	Implementation of afforestation program specially in the fore-shore areas with ecologically appropriate species by adopting social afforestation approach	<p>2.1 Identify landownership, current and proposed land-use, rights and tenure and resolve any land-use, benefit sharing and any other social or cultural issues</p> <p>2.2 identify and select social forestry beneficiaries and establish mechanisms for benefit sharing</p> <p>2.3 Undertake awareness raising to assist local communities to better understand the critical need for planting trees to protect the embankments directly and support their lives</p> <p>2.4 Undertake capacity building through training, piloting and demonstration and provide technical support to local workers in the necessary skill sets for successful social forestry</p> <p>2.5 Monitor technical delivery of social forestry standards and sharing of financial benefits in accordance with agreed ratios and rates</p> <p>2.6 Assist communities to identify and undertake alternative livelihoods activities to reduce environmental pressures and livelihoods vulnerabilities in coastal strips</p>
3	Implementation of the IPM practices	<p>3.1 Awareness/dissemination of Information</p> <p>3.2 Training of Trainers (ToT), Training of Facilitators (ToF) and establishing of Farmers Organization in line with New Agriculture Extension Policy of 1996 & 2012/ Farmer Field Schools (FFS)</p> <p>3.3 Implementing Integrated Plant and Soil Nutrient Management (IPSNM) techniques(including organic fertilizers, composting and worm culture)</p> <p>3.4 Determining pesticide residue on crops.</p>

2.4 Consultation with Stakeholder

In the mean time, the project team visited the relevant offices in Khulna and Bagerhat district as per contract agreement. The team particularly visited the officials of BWDB in Khulna and Bagerhat district to share the assigned activities of the project and arranging the inception workshop. They met the Union Parishad Chairman & Ward members in the working area & had discussed the project goal, objectives & timeframes. Deputy team leader met the DFO for discussing the project interventions particularly social forestation. The project staff met the director of the Agriculture Extension, Bagerhat on 7th May 2019 and discussed the project activities. The project staffs also met the different project related stakeholders of the department of Co-Operative, the department of Youth Development, Upazilla Parishad and local administration for the introduction of the project activities and invitation of the inception workshop.

2.5 Field Visits:



Chapter 3: Understanding of the Project

3.1: Introduction:

The project is implementing in two polders ((P35/1 in Sharankhola, Morelgonj Upazila of Bagherhat district and P35/3 of Rampal and Bagherhatsadar Upazila of Bagherhat district) in the South-west coastal region. As per Environmental Impact Assessment (EIA) Report under CEIP-1, 2013, the Polder (P35/1) covers five union parishads namely Khantakata, Dhansagar, Southkhali and Rayanda of Sharankhola Upazila and Khaulia of Morelganjupazila. The Polder is surrounded by Baleswar River to the east and south, Sannashirkhal to the north, and Bhola River to the west. The Polder covers a gross area of about 13,058 ha of which net cultivable area are about 10,400 ha. On the other hand, the Polder (P35/3) covers three unions parishads namely MallikerBer of Rampal Upazila while Dema and Karapare of Bagerhat Sadarupazila. The polder is surrounded by Bhairab River to the east, Katakhal River to the south-west, Bishnu River to the west and Putimari River to the Northside. The Polder covers a gross area of 6,790 ha of which net cultivable area are 5,090 ha. Both polders constructed during 1981-86 with the aim to protect low lying coastal areas against tidal flooding and salinity intrusion, considering only the tidal effects but ignoring effects of wind, wave and cyclonic storm surges. Supplementary irrigation and indirect road communication development was also another vision in coastal polder development project. Recent cyclones (cyclone Sidr in 2007 and Storm-surge Aila 2009) caused substantial damage to the embankments and further threatened the integrity of the coastal polders. In addition to breaching of the embankment due to cyclones, siltation of peripheral rivers surrounding the embankment caused the coastal polders to suffer from waterlogging, which leads to largescale environmental, social and economic degradation. Poor maintenance and inadequate management of the polders have also contributed to internal drainage congestion and heavy external siltation. As a result, in some areas soil fertility and good agriculture production are declining because of waterlogging and salinity increase inside polders. These conditions are intensively affecting the vulnerable community. **There are 62.30 km embankment, drainage channel 70.50 km, 15 drainage sluice and 17 flushing sluices under P35/1 and 40 km embankment, drainage channel 20 km, 4 drainage sluice and 10 flushing sluice under P35/3. CEIP-1 project works under below this goal & specific objectives.**

3.2: Objective of the Consultancy Services:

The objectives of the consultancy services are to support PMU, BWDB of CEIP-1 for successfully implementing social mobilization, WMOs, social forestation and IPM. The specific objectives of the assigned services are given below:

- Social mobilization including setting up WMOs for introduction of IWRM practices through preparation and implementation of Social Action plan through engagement of local communities and community groups for PSM and participatory O&M of schemes
- Implementation of afforestation program especially in the fore-shore areas with ecologically appropriate species by adopting social afforestation approach
- Implementation of Integrated Pest Management (IPM) and Integrated Crops Management (ICM) practices

3.3: Project Management Challenges

The project management challenges include as follows:

SL	Probable Risk	Management Plan
1.	Participants: Participants will not attend satisfactory level	previous day of training, confirmation of participants over phone
2.	Political: Lack of commitment and support from local politicians, bureaucracy both at national and local level may hamper implementing the training Programme	Interactive discussion with politicians and government duty bearers by involving civil society and media could mitigate the risk.
3.	Social: Social and civil society leaders not supportive.	Empowering local communities, Encouraging positive role through honoring the benevolent leaders and community workers,
4.	Natural disasters: Natural disaster may hamper the training programme and enrollment activities.	Alternative schedule will develop when/ whatever the situation arise.

Chapter 4: Detailed Scope of Work for Consultancy Services

4.1: Review Guidelines/Policy/ Document

The project team conducted a meeting with the specialists dated on 10th April 2019 for reviewing the relevant policies, guidelines and documents. The team already collected a good number of policies, guidelines and documents through websites, visiting the local office of Blue-Gold and existing water management related materials of Shushilan. The objectives of the reviewing the documents and policies are to support the consultancy services of Shushilan particularly to the mobilization of the community, formation and graduation of WMOs, integrated pest management and social forestation. List of policies, guidelines and documents included as follow:

- Bangladesh National Policy 1999
- Participatory Water Management Rules 2014
- Guidelines for Participatory Water Management (GPWM) 2001
- Cooperative Society (Amendment) Act 2012
- Bangladesh Social Forestry Rules 2011
- Tree Plantation Manual 2003
- Forestation Policy in BWDB polder 1998
- Agriculture Extension Policy 2012
- Local Government Act-2009 and updated amendment Act in 2011
- Tree Plantation Manual of BWDB, 2003
- Water Management Organization (A comparative Analysis) 2014
- Coastal Zone Policy 2005
- Integrated Water Resources Planning and Management Project in Bangladesh, 2016
- Water User Groups (WUG) Farmers Field School (FFS) Training Guide, 2013

4.2: Review of Existing Model of WMO Practices in BWDB's Project

The specialists of Shushilan have reviewed the existing model of WMO practices for this project. As per Participatory Water Management Guideline 2011 and Gadget of the Participatory Water Management Policy 2014, the team has found the following findings.

- There are three types of Water Management Organizations (WMOs) such as (1) Water User Groups (2) Water Management Association and (3) Water Management Federation. Depending on the polder size, the project can form at least one level of WMOs. WMF is the highest tier then WMA and WMGs.
- The projects of the water resources and water management will be implemented through the inclusive and equitable engagement of the local people. The local people will take part in the decision-making of the project.
- Water and water resource management must be ensured by taking number of measures that include as follows:

- Formation of sustainable water management organizations through engaging diversified groups and local people in the polder area
- Create enable environment to transfer the project operation and management to the WMOs/the local beneficiaries as an end users
- If possible the project must form joint management committee (JMC) for operation and management of the activities and decision-making for a large project
- Regular operation and maintenance of the project activities, polders. Authority can give lease the canals/borpit/water bodies for maintaining the cost of the WMOs
- Conduction of planning and implementation of agriculture and irrigation
- Take initiative to take service charge of the irrigation from the beneficiaries to maintain the cost of the WMOs
- Engage landless poor and destitute women for maintenance of the schemes/polders
- Create ownership among the local people of the polders for sustaining the water management
- Encourage the community people for establishing ownership and collective decisions through joint efforts of the members about appropriate use of water and water resources
- Improve knowledge and skill for betterment of agriculture, life, livelihood resilience and higher market returns with effective and equitable management of water and water resources
- Prepare operation & maintenance plans of sluice gates/canal/schemes and implement the same through mobilization local resources for contribution towards O&M costs of canals/sluice gates/irrigation/drainage for socially inclusive agriculture intensification
- Advocate and maintain liaison with stakeholders (Implementing Agencies, other concerned Public Sector Agencies, Local Government Institutes, Non-government Organization and Community based Water Management Group/Self-help Groups) for inclusive and effective water & water resource management
- Carryout other general functions of the WMOs for the welfare of the members and the community.
- **Scope of Work by WMOs:** WMOs will be utilized for inclusive engagement of the community for management of water and water resources of the community controlled canals for improvement of agriculture/fisheries/aquaculture/life/livelihoods/environmental impacts, however, all challenges and complexities cannot be anticipated beforehand. WMOs shall be implemented in a flexible and adaptable manner. The scopes of the guideline are to:
 - Apply to engage the local community and others stakeholders including Union Parishad, Upazila Parishad, Upazila administration, Department of Agriculture, Community Groups/Self-help groups, water management organization, public and private sectors
 - Ensure optimum utilization of water and water resources
 - Operate and manage of the water bodies/ sluice gates with engagement of Local Government Institutes including Union Parishad/Upazila Parishad
 - Cover issues related to land-use/agriculture/fisheries/aquaculture/biodiversity/water quality development and conservation of environment
 - Apply the guideline of the WMOs to become self-dependent
- **Stakeholders include** Community, Self-help Groups, NGOs, Local Government Institutions, Private Sectors, Implementing Agencies and Other local stakeholders and Public Sector Agencies

- **Engagement process:** The engagement of the community people, individually or collectively must be ensured in water & water management of the canals including identification, feasibility, planning, implementation/excavation/re-excavation of schemes of the canals with operation and maintenance of canal's dykes, plantation, water management. Engagement of the community people must be continuous process in order to sustainability of the water & water resource management at the community level. Engagement of the community must be started from the beginning of the water management including identification of canal's sites, feasibility, planning and implementation excavation works. WMOs must involve inclusively the community people for maximum proper utilization of water. Engagement of the community must be demand driven rather than supply driven whereas WMOs must encourage the community for collective actions in operation & maintenance of the canals and utilization of water resources for improvement of the life, livelihoods and environmental impacts. The process of the community engagement at different stages (including identification, feasibility, planning & designing, institution building, operation & maintenance, monitoring & evaluation) must be ensured for both excavation/operation & maintenance of the canals and management of water.
- **Legal Status:** Initially, WMO will be un-registered, however, it is expected the WMO shall be registered gradually under Cooperative Societies Ordinance of Bangladesh through building its knowledge and capacity on institutional development, collective actions, water & water resource management, livelihood development, market promotion and environmental impacts. It is body corporate with perpetual succession and a common seal and with power to hold property, to enter into contracts, to institute and defend suits and either legal proceedings and to do all things necessary for the purposes for which it was constituted.

Activities of the WMO:

- Encourage the community to become member of the WUG
- Prepare budget and participate as well
- Prepare and maintain necessary records and files
- Yearly crops planning and its implementation
- Assist the beneficiaries and poor people by engaging operation and maintenance activities of the polder
- Operation and maintenance irrigation, drain for irrigation etc
- Maintenance of canals, silt and weeds of the water bodies
- Collection of irrigation charge/fee
- Maintain records and accounts
- Conflict management of water/irrigation/gate management/canal management
- Take initiative for election
- Formation and mobilization of the Labor Contracting Society (LCS)
- Others activities as per constitution

Each WMO either WUG or WMA must have two tier committee (1) General Committee and (2) Executive Committee

- **General Membership/General Committee:** Membership of the General committee must be inclusive and open to all villagers- men and women belonging to the families of farmers/fishermen/traders/service/landless/vulnerable women or any other member of the

community within the watershed of the village area who are influenced directly or indirectly by the canals' water of the village/polder and shall be treated as a general members of the WMOs. The person who will be enrolled as members will:

- Agree with terms and condition of WMO
- Pay BDT. 10/- as admission fee
- Sign the member's register
- Pay savings as per rate and agree to deposit savings regularly
- Has attained 18 years of age
- Resides in the influenced area of the polder

Provided that the provisions of clause concerning age will not apply in the case of a person below the age of 18 years whose legal guardian stands surely and takes full responsibility on his/her behalf till such person attains his/her majority, to be a member of the WMOs.

General Committee of WUG: The general committee is the highest decision making tier of the WUG. The general committee must comprise of one adult member from the households of the community/village who is interested to involve. General Committee is the guardian of the constitution. The members of this committee will be known as the "General Members" of the WUG.

Executive Committee:

There shall be an EC to manage the affairs of the WUG. The members of the EC will be elected by direct election in a general meeting. The EC must be comprised of 11 members. It must be comprised of 11 members as follow:

- ❖ President-1 man/woman
- ❖ Vice President -2 men/women (1 must be woman)
- ❖ General Secretary- 1 man/woman
- ❖ Joint Secretary- 2 men/women (1 must be woman)
- ❖ Treasurer- 1 man/woman
- ❖ Assistant Treasurer 1 man/woman
- ❖ Executive Members- 3 men/women (1 must be woman)

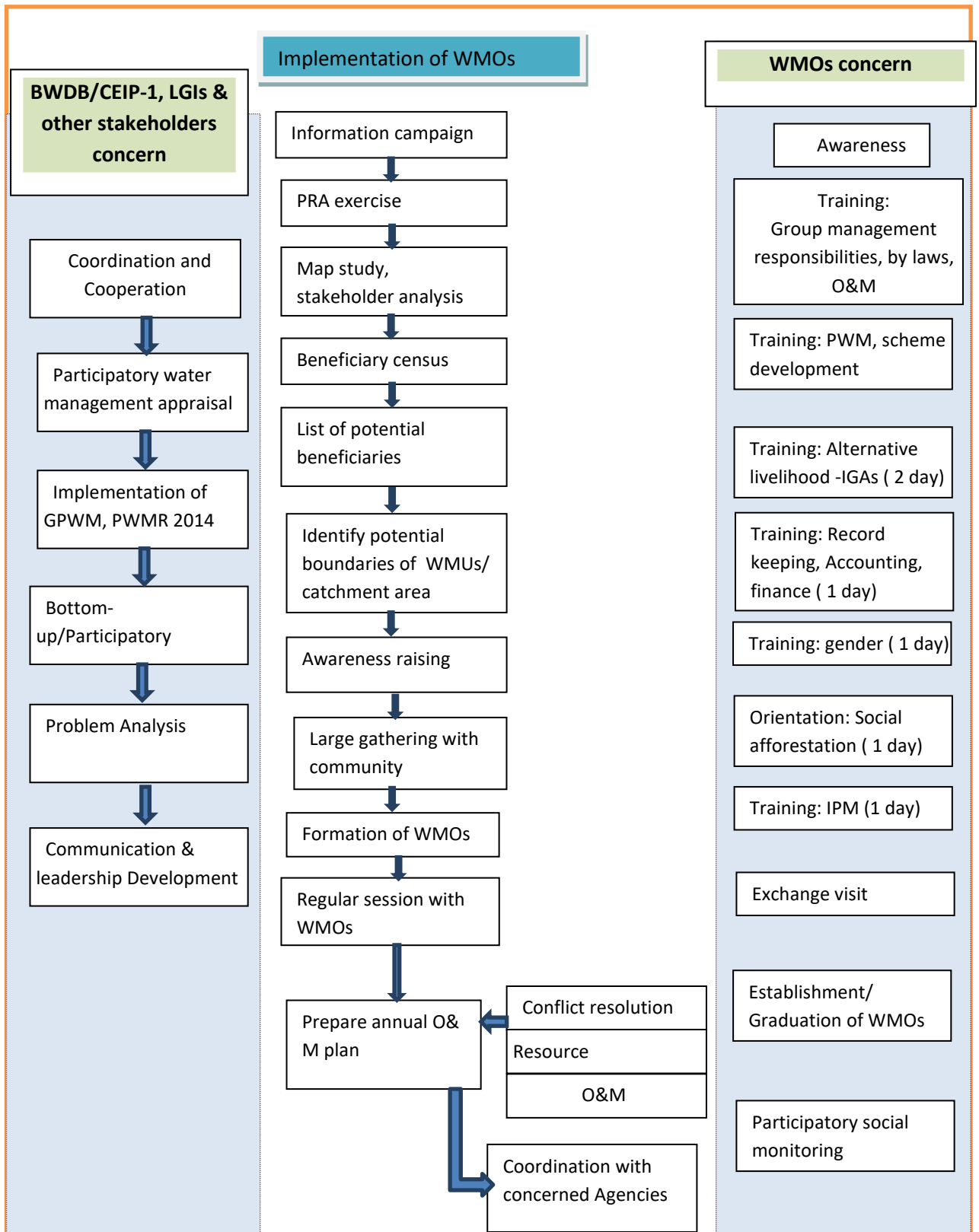
The EC must have effective control of the WUG. It will be the competent authority to operate and manage the water & water resources. It identifies the issues, identify the canal site, design, plan and monitor the activities of the canal excavation, operation & maintenance of the canal. It also must ensure proper utilization and distribution of water with managing conflict of interests of different groups. Under this constitution, the president of the EC will be the 'formal head' of the committee whereas the general secretary will mobilize the committee through consultation and advice of the president. Members of the EC will meet quarterly and in some cases will meet as per demand or emergency.

Role and Responsibility of Executive Committee: Activities, roles and responsibilities of EC are given below:

- Selection members of the Executive Committee
- Approval of yearly budget and report

- Participation of water & water resource management for the betterment of the agriculture, life and livelihoods
- Demand based spontaneous participation of the community with kind, cash and physical labours for operation and maintenance activities of canals and water resources
- Minimum yearly one meeting. Meeting must be commenced through fulfilling of the quorum (with present of 1/3 members of the General Committee)
- Receive and disburse money
- Maintain accounts of money and savings
- Maintain asset register
- Prepare reports for Annual General Meeting (AGM) with cash, balance sheet, profit and loss account, profit and loss appropriation account
- Prepare the statement of accounts for auditing by the approved auditors
- Maintain all registers up to date including for member one
- Convene general meeting
- Convene annual general meeting in due time
- Feedback and monitor the loans, investment are applied to the purposes higher market return and income
- Examine and take prompt action in cases of all arrears and default in repayment of loans and advance
- Perform such other duties as may be entrusted to it by the general meeting
- Formulation of further routine that how to maintain the working procedure on time in need base
- Encourage and engage the community and general members for operation and management of canal/water/water resources.
- Initiate of the collective and joint efforts for appropriate use of water and water resources for betterment of the agriculture, livelihood development and environmental impacts
- Participate knowledge and capacity building training/orientation/coaching/learning by doing related to agriculture intensification, institutional development, socio-economic & livelihood development, environmental improvement etc organized by the implementing agencies/LGIs/NGOs/or other stakeholders for betterment of the community and the WUG
- Organize formal and informal advocacy and liaison with stakeholders (Implementing Agencies, other concerned Public Sector Agencies, Local Government Institutes, Non-government Organization and Community based Water Management Group/Self-help Groups) for inclusive and effective water & water resource management
- Monitoring overall canal and water management

Development process of WMOs and mobilization



Chapter 5: Approach and Methodology

5.1: General Approach:

The Shushilan' approach to the assignment will have for accomplishment of the desired output in a timely and systematic manner. We intend to follow standards with time and meeting the requirement of the project. The approach that Shushilan's plan wishes to follow to conduct the assignment has been divided into two parts:

- a) Management Approach, and
- b) Technical Approach

Management Approach: the assignment entails three major components for managing the project that includes (1) Social mobilization with set up of WMGs and WMAs (2) Social afforestation and (3) Integrated Pest Management.

For meeting the assignment objectives in an effective manner, besides tackling the tasks in a comprehensive and best professional manner, the organization's strategic approach would encompass, but not limited to the following:

- ◆ Deployment of highly qualified professional staff (that mentioned in the ToR) who have worked on similar projects within the country with an excellent track record and most suitable to the assignment;
- ◆ The project team will set up the project management programme in such a way that it can achieve all the input-output schedule of activities of the project activities with qualitative assurance in time.

Upon signing the contract with CEIP-phase 1, Shushilan will catalyze/facilitate the integrated implementation approach to achieve the project objectives. The project will adopt a bottom-up with participatory facilitation approach for effective project scheme cycle management. The project team of Shushilan, therefore, will adopt an inclusive approach to support the CEIP-phase-1. It is expected that the project will create an enabling environment of discussion and consultation with engagement of local community through awareness creation, social mobilization and capacity building for functioning WMOs and implementation of social forestation and integrated pest management.

The project will conduct three operational aspects such as **(1) Social Mobilization, Establishment of Institutions/WMOsand IWRM(2) Implementation of Social Afforestation (3) Implementation of IPM and ICM and (4) Alternative Livelihood Development**for achieving the project objectives and outputs.

(1) Social mobilization and establishment of WMOs: Social mobilization needs a series of building-block dialogic processes such as each step leads to the next step and carefully evaluate the results of the earlier steps to take the course corrections for the next steps. From the beginning, the project will organize the communities for functioning the WMGs/WMAs considering the catchments area's drainage channel, drainage sluice and flushing sluice gates. Forming the WMAsat polder level applying the democratic process (election by members of WMGs) with an aim to creating an effective cooperative to formulate the community's priorities and the positions. Forming the WMGs with maintain the conditions of (a) confirming 55% of the HHs (adult person) representation in each WMGs from the catchment area as per Bangladesh PWMR-2014 (b) developing capacity of the cooperatives considering the learning (training & toolkit) from the IPSWAM and Blue gold project (c) ensuring at least 30% women

participation in the committees (general and executive committee) of the WMGs/WMAs. Each stage will also follow some main activities and sub-activities to implement the social mobilization as follows.

Scheme Assessment	Social mobilization	Planning & Design	Implementation	O&M of scheme
1. Design/carry out PRA <ul style="list-style-type: none"> • Information campaign • Review scheme maps • Household census survey • Identify beneficiaries & stakeholders • Identify key problems • Consensus to establish of WMOs • Identify govt./ BWDB land • Prepare report 	a. Identify village/ catchment area with enrollment at-least 75% of HHs b. Carry out census c. Establish/reorganize WMOs d. Carry out training needs, develop curriculum and conduct training e. Register WMOs f. Develop financial management capacity of WMOs	a. Assist the engineering & economic team b. Assist PMU, BWDB c. Develop MoU d. Develop mechanism/tools for O&M fund collection	a. Formation of CST b. Impart training c. Develop participatory monitoring plan d. Develop a procedure for CST e. Facilitate CST f. Document the process with engaging WMOs	a. Introduce WMOs b. Discuss minor O&M activities c. Develop O&M Plan, develop draft agreement d. Explain in-depth all the articles e. Arrange signing, facilitate WMOs h. Document the process

Moreover, the project will adopt the **Integrated Water Resource Management (IWRM)** method for improving the situation of the water distribution and drainage systems by operating and maintaining of the embankments, water intakes and the outlets through collective or group approach. The project will assist to fine-tune and rehabilitate the infrastructural works for an effective operational partnership between government agencies (e.g. BWDB, DAE, DoC and others) and community groups (WMG/WMA). Furthermore, the project will consider the principle of participatory water resource management for planning, designing and implementing the schemes including civil works, social afforestation and IPM. The WMOs will be involved in quality checking of the project cycle management, implementation of schemes where LCS's (Landless Contracting Societies) and caretaker groups of social afforestation will be part of WMOs to ensure the participation of women and vulnerable community.

(2) Implementation of social afforestation: The community will take the main driving force to implement social afforestation program with the assistance of Shushilan's team and local forest department. The project team will apply the knowledge, experiences and technical know-how for mobilizing the community, WMOs and caretaker groups for effective afforestation considering the aim of graduation of the groups with the confirmation of registration under cooperative society act.

(3) Implementation of Integrated Pest Management (IPM) and Integrated Crops Management (ICM): The project will adopt the bottom-up approach for mainstreaming the IMP and ICM practices by creating an environment through social mobilization, awareness campaign and capacity building of the targeted households. The project will also apply farmers' driven ecology-based pest control mechanism and plan to reduce synthetic chemical pesticides through promoting Bangladesh Agriculture Extension Policy and engaging the DAE in implementing and monitoring of IMP activities. The project team will also facilitate the targeted community including WMOs to develop a constructive IPM including components of (i) awareness /dissemination of information, (ii) technical capacity building, (iii) establishment of farmers school within the community or merge the farmers school within WMGs, (iv) implement Integrated Plan and Soil Nutrient Management techniques (including organic fertilizers, composting and worm culture) and (v) determine pesticide residue on crops.

Alternative livelihood development and the inclusion of gender as the cross-cutting issue: The project will select most vulnerable HHs through PRA approach including engagement of the multi-stakeholders for alternative livelihood plan and development. The project will also ensure beneficiaries' contribution for creating ownership and implementing climate adaptive livelihood schemes. Environment

and ecology-based livelihood options will be given priority such as vertical and horizontal agriculture, integrated farming, floating vegetables, dyke cropping/vegetables, pen fish culture, cage culture, collective innovative agriculture-based business etc.

Three stages project cycle management: The project will follow the three stages project cycle management to implement all proposed activities including social mobilization and establishment of WMOs, implementation of social afforestation and implementation of IPM and ICM under the assignment of the CEIP-1. The stages are included (a) **Planning & Design**, (b) **Implementation** and (c) **Long-term participatory social monitoring**.

(a) Planning and Design phase: After successful agreement and deployment of the project staff, the project will collect all necessary policies, guidelines and materials for reviewing and effective planning and implementation process. Necessary planning, beneficiary assessment and context analysis will be conducted within 4 months of the project. All planning will be planned by the community, of the community and for the community through the bottom-up approach where the specialists (on social mobilization/institutional development, social forestry, IPM and agronomy) and community organizers will play the catalyst role or facilitate the role. The activities are included in planning and designing phase such as participatory scheme Assessment/PRA/ census/survey, social action plan/community engagement plan, strengthening/graduation/mobilization of WMOs plan, training/orientation/workshop/meetings plans, O&M of infrastructures and water resources plan, social forestation plan/ IPM plan, social monitoring/auditing plan and gender action/mainstreaming plan.

(b) Implementation Phase: Successful completion of necessary participatory planning and approval of the CEIP-1, the project will execute the plans as per the timeline. The project will effectively apply the coordination, cooperation and community engagement approach during the implementation of the activities. The subsequent implementations include realization/adaptation of relevant policies/guidelines/rules of IWRM/WMOs/Social forestation/IMP, capacity building of WMOs/stakeholders, facilitation of social mobilization, facilitation of O & M of schemes, facilitation/Implementation of social forestation, facilitation/Implementation of IPM, supporting alternative livelihoods to the beneficiaries and assisting the expert team for engineering/economic/ afforestation/IPM/ PMU/BWDB.

(c) Participatory Long-term social monitoring: The project will involve the multi-stakeholders and beneficiaries for the participatory social monitoring and ensuring institutional, social, economic and environmental sustainability with transparent and accountable manner. The project will apply real-time monitoring and evaluation mechanism to assess the efficiency and effectiveness of the activities of alternative livelihood, IPM and social forestation. Moreover, the project will develop a congenial environment for compliance management and reporting. The participatory monitoring will include in project performance, operation and maintenance, the graduation of Institutions/WMOs, social forestation and benefit sharing and justified use of water resources and pesticides.

Resource management: The duration of the project will be 19 months. The project will deploy and mobilize aneighteen (18) members team for smooth implementation of the activities and achieving the outcomes as a frontline staff. The project will mobilize the team consists of 1 team leader, 1 institutional specialist, 1 social forestry specialist, 1 IPM specialist, 1 agronomist and 13 community organizers. Shushilan also provide additional staff including one technical adviser (for overall quality management),

one office manager and support staff for effective assistance of the frontline staff where necessary. Moreover, the project team will take need-based necessary support from the programme head/unit/cells of Shushilan. The head office will take a role of the whole project management including regular communication with donors and CEIP-1 where the project offices (p35/1 and p35/3) will mobilize the community to implement the activities smoothly.

5.1.1: Set up Field Office:

In the mean time, Shushilan has confirmed two offices in the project sites. The address and the facilities of the field offices are given in chapter 2.

5.1.2: Mobilization of Field Staff

Shushilan already mobilized the staff for conducting desk work and field level activities. In the following staffs have been mobilized.

No.	Name	Position
KEY EXPERTS		
K1	Mostafa AKhteruzzaman	Social Mobilization Expert/Team Leader
K2	Sherina Akther	Participation Specialist/ Institutional Specialist
K3	Md. Faruque Hossain	Social Forestry Specialist
K4	Md. Abdul Maleque Talukder	Integrated Pest Management (IPM) Specialist
K5	Mohammad Shafiqul Islam	Agronomist
NK1	Monoj Kumer Sarker	Accounts Officer
NK2	Senior Monitoring Officer	Babujit Halder
NK3	Biplob Kumar Mondal	Community Organizer
NK4	SM Abdul Kuddus	Community Organizer
NK5	Shahina Khatun	Community Organizer
NK6	Sunita Rani	Community Organizer
NK7	GM Nazir Ahmed	Community Organizer
NK8	Lakshman Chandra Mondal	Community Organizer
NK9	Md Hasan Mahmud	Community Organizer
NK10	Md Selim Hossain	Community Organizer
NK11	Md Humayun Kabir	Community Organizer
NK12	Nasrin Akhter	Community Organizer
NK13	Sumi Sultana	Community Organizer
NK14	Tapas Sarker	Community Organizer
NK15	Umme Kulsum	Community Organizer

5.2: Data Collection

5.2.1: Available Data Inventory

Secondary literatures including policies, guidelines and other documents such as list of maps, households database of Union Parishad have already been collected to review and triangulation with new data. List of policies, guidelines and documents have been given in the chapter 4.

5.2.2: New Data Collection

Necessary preparation has been taken to mobilize the team to collect new data within deadline. In the mean time, the project team has developed a survey checklist (semi-structured questionnaire) to collect new baseline data.

5.3: Baseline Survey

The project team has prepared a draft questionnaire checklist and a work plan for conducting baseline survey,. Baseline survey plan is as follows. The draft questionnaire has been given in annexure--.

SL #	Activities	Milestone
1.	Literature collection and review	By June 15, 2019
2.	Draft questionnaire checklist, FGD and KII check list	By May 20, 2019
3.	Questionnaire share with PMU, CEIP	By may 21, 2019
4.	Questionnaire approval by PMU, CEIP	By may 27, 2019
5.	Data enumerators training on questionnaire and other checklist	By 30 th May, 2019
6.	Field testing	By 3 th June 2019
7.	Data collection	By 17 th June 2019
8.	Data analysis	By 30 th June 2019
9.	Draft reporting and sharing with PMU, CEIP for feedback	By 10 th July 2019
10.	Feedback incorporation and finalization of report	15 th July 2019
11.	Submission of final report	20 th July 2019

5.3.1: Household census survey

The project team already started mobilization activities at the field level. 13 community organizers, team leader and deputy team leader already visited both polders. The project team has conducted the preparatory work of household census survey including meeting relevant Union Parishads, Upazila Parishad, local BWDB officials. Moreover, the team has prepared a draft household census format to collect household information. After household census survey, the project team will mobilize the community organizers for conducting census. Draft census format has been given in annexure.

5.3.2 Identification of beneficiaries and other Stakeholders

The project team started motivational campaign and mobilization activities to aware the targeted communities of the both polders to identify the catchment area, sluice gates, canals, villages, probable beneficiaries and other stakeholders. During mobilization, the project team is conducting FGDs, community meetings and large gathering to understand the beneficiaries, stakeholders and their aspirations. The project is expecting by May, we can confirm our beneficiary and stakeholders list.

The project team already identified the infrastructure lists of polder 35/1 that has been given as follows:

SL #	DS/FS	Location
1.	DS-1	Sunshir khal
2.	DS-2	Kumanr khali
3.	DS-3	Khantakata
4.	Pipe sluice	Rajr
5.	DS-5	Rayenda Bazar
6.	DS-6	Boritotla
7.	DS-7	Talalbari
8.	DS-8	Gabtoli
9.	DS-9	Taradhaka
10.	DS-10	North sonatola
11.	DS-11	Rasulpur
12.	DS-12	Rajapur
13.	DS-13	Dhansagar
14.	DS-14	Boro pori
15.	Pipe sluice	Boroikoli
16.	DS-15	Andaria
17.	Pipe sluice	Sannasi
18.	FS-1	Purba Barisal
19.	FS-2	Khantakata
20.	FS-3	Rajir
21.	FS-4	Bogi
22.	FS-5	Panirghat
23.	FS-6	Rasulpur
24.	FS-7	Dhansagar (new)- drainage and flasing
25.	FS-8	Rathirkhal (new)
26.	FS-9	Khajurbaria (new)
27.	FS-10	Boropori

5.4: Formation WMOs

Local communities under the catchment area of polder 35/1 and 35/3 will be empowered to form/reform the Water Management Organizations (WMOs) comprising Water Management Groups (WMGs), Water Management Association (WMAs) and Water Management Federation (WMF). These will be the institutional mechanisms in various levels for management of water and water resources including social forestation and IPM. The WMGs/WMAs will represent from the local communities for driving force of the water and water resource management. They will have decision making power at all stages of water & water resources management with concern of local government officials, local administration and Bangladesh Water Development Board. The project will encourage and build capacity of them to take responsibilities of planning & designing, implementation, operation & maintenance, monitoring and social auditing in a sustainable manner. The WMOs will also take responsibilities to ensure beneficiaries' contribution in each scheme with concern of local ownership and benefit of interest. A strong network will be developed among WMOs and other stakeholders including BWDB, local administration, Union Parishads, Agriculture Department, Forestry Department, LGED, BADC, Local Cooperative Department, Youth Department, like minded NGOs/CBOs etc.

The project will adopt the sample constitutions for WMOs developed by Shushilan under Socially Inclusive Sustainable Agriculture Intensive (SIAGI) project for formation of WMGs, WMAs in the catchment areas of water regulators and water bodies. Moreover, the project will review Bangladesh National Water Policy, Participatory Water Management Guideline (PWMG), Participatory Water Management Rules 2014, Guidelines for Participatory Water Management (GPWM) 2001, Integrated Water Resource Management Practices (IWRM) by IPSWAM and Blue Gold, Environment Impact Study Reports of polder 35/1 and 35/3, sample of maps of all selected polders under CEIP-1, community series, cooperative society Act (amendment) 2012, sample constitutions for WMOs developed by IPSWAM and Blue gold. Considering above these documents, the project team will revised the constitution of WMOs considering local context and polder situation analysis. WMO is for all members and based on the concept of social capital/collective actions. WMO is the driving factor for the implementation of the Polder Development Plan (PDP) including operation and maintenance, social afforestation and IPM. However, the following aspects are important for formation of WMOs.

- The unit of the organization of the WMG is the catchment area of sluiceway/canal
- Polder level WMA will be formed (more than one WMA may be formed through discussion with CEIP-1, BWDB and local communities)
- Care taker committee/groups will be formed for social afforestation
- Activities of IPM will be imparted through facilitation of WMGs and WMAs

The WMO development process includes:

- Identify beneficiary of the polders, recognize boundary of water management unit within the catchment area of sluice gates and canal
- The project team will collect necessary maps of polders and review them with necessary sluice gates, flashing gates, canals, agriculture pattern and settlement etc.
- This map is to be used for defining the boundaries of WMG.
- Based on this map the community organisers will contact the communities and explain the objectives of the project and the importance of community participation.
- Awareness raising sessions by the community organizers for larger engagement of the local community so that 75% of the HHs will be enrolled as a member of WMGs
- Carry out beneficiary census for identify potential members of the WMGs

- Prepare HHs list for each WMO unit for working out the percentage of enrolment
- Prepare draft constitution based on by laws, IPSWAM, Blue Gold and Shushilan experiences
- Community consultation/discussion and stakeholders (Union Parishad, BWDB and other government department) for formation of WMOs
- The proposed delineation of the WMG will be discussed and agreed upon and other topics to be discussed:
 - a. WMG formation: composition, gender, selection leaders, subcommittees. The registration of the WMG is the first objective which will be followed by further professionalization of the WMG.
 - b. Consensus building of WMGs formation with local community and other stakeholders including UP representatives, local administration, PMU, BWDB under CEIP-1.
 - b. Integrated and participatory planning and management covering the infrastructure and its O&M, agriculture, fisheries, livestock and other livelihood resulting in a Polder Development Plan and collective actions. The overall planning process and expected implementation cycle.
 - c. Ensure registration process of WMOs (WMGs/WMAs)

These two topics will be further developed simultaneously and require different types of support from the project. Formation process includes:

- Formation of the WMG foundation committee, meetings at and clearance from Union level required, formulating the rules and regulations and start the registration process.
- Formation of a Planning Committee at WMG and WMA levels.
- Election of representatives for WMG + WMA by the members: executive committee of the WMG with at least 30% women and two representatives (men and women) for the WMA council. The WMA council will elect their executive committee of 12 members
- Registration of WMG and WMA with the Department of Cooperatives o Further institutional development and professionalization of the WMO.

5.4.1: Motivation campaign and conduct polling

Primarily the project will form catchment based WUGs where 75% of the household in the catchment area will be engaged through motivational campaign. The project team of Shushilan already started motivational campaign as a part of mobilization. Motivational campaign includes transect walk, formal and informal interaction, meetings with Union Parishads and Upazila Parishad Representatives and civil society members, Focus Group Discussions, and large gathering at the community level. During motivational campaign the project objectives, major interventions, project benefit and role and responsibilities of the stakeholders are being discussed. After motivational campaign the project will form WUGs. WUGs will be two tiers (1) general committee and (2) Executive Committee. In general committee, the project is going to engage 75% of the households in the catchment area. After formation of the general committee, the project will organize an election/polling through consultation and discussion with general committee to form an Executive Committee. The general committee and the executive committee will be formed based on group formation modalities.

5.4.2: Group formation modalities

The project team already started to prepared group formation modalities. Now, the project team is reviewing the necessary documents and policies of BWDB, Bluegold and SIAGI project for development of the constitution on WUGs and necessary group formation modalities. Based on the constitution/policy of WUGs, the project team will finalize the formation of groups/WUGs in the catchment area.

5.4.3 Preparation of stakeholder lists

The project team already started their mobilization activities. It is expected that after completion of census survey, baseline and stakeholders analysis, we can provide a details list of the stakeholders with their motivation and roles in the project.

5.4.4 Define WMO's tasks & disseminate group formation activity

The project team has identified the activities of WMOs (WUGs and WMA) through conducting literature review of the existing modalities developed by BWDB, Blue Gold and SIAGI project. List of the activities of WMOs, WUGs (general committee and executive committee) are given below.

Activities of the WMO:

- Encourage the community to become member of the WUG
- Prepare budget and participate as well
- Prepare and maintain necessary records and files
- Yearly crops planning and its implementation
- Assist the beneficiaries and poor people by engaging operation and maintenance activities of the polder
- Operation and maintenance irrigation, drain for irrigation etc
- Maintenance of canals, silt and weeds of the water bodies
- Collection of irrigation charge/fee
- Maintain records and accounts
- Conflict management of water/irrigation/gate management/canal management
- Take initiative for election
- Formation and mobilization of the Labour Contracting Society (LCS)
- Others activities as per constitution

Each WMO either WUG or WMA must have two tier committee (1) General Committee and (2) Executive Committee

- **General Membership/General Committee:** Membership of the General committee must be inclusive and open to all villagers- men and women belonging to the families of farmers/fishermen/traders/service/landless/vulnerable women or any other member of the community within the watershed of the village area who are influenced directly or indirectly by the canals' water of the village/polder and shall be treated as a general members of the WMOs. The person who will be enrolled as members will:

- Agree with terms and condition of WMO
- Pay BDT. 10/- as admission fee
- Sign the member's register

- Pay savings as per rate and agree to deposit savings regularly
- Has attained 18 years of age
- Resides in the influenced area of the polder

Provided that the provisions of clause concerning age will not apply in the case of a person below the age of 18 years whose legal guardian stands surely and takes full responsibility on his/her behalf till such person attains his/her majority, to be a member of the WMOs.

General Committee of WUG: The general committee is the highest decision making tier of the WUG. The general committee must comprise of one adult member from the households of the community/village who is interested to involve. General Committee is the guardian of the constitution. The members of this committee will be known as the “General Members” of the WUG.

Executive Committee: There shall be an EC to manage the affairs of the WUG. The members of the EC will be elected by direct election in a general meeting. The EC must be comprised of 11 members. It must be comprised of 11 members as follow:

- ❖ President-1 man/woman
- ❖ Vice President -2 men/women (1 must be woman)
- ❖ General Secretary- 1 man/woman
- ❖ Joint Secretary- 2 men/women (1 must be woman)
- ❖ Treasurer- 1 man/woman
- ❖ Assistant Treasurer 1 man/woman
- ❖ Executive Members- 3 men/women (1 must be woman)

The EC must have effective control of the WUG. It will be the competent authority to operate and manage the water & water resources. It identifies the issues, identify the canal site, design, plan and monitor the activities of the canal excavation, operation & maintenance of the canal. It also must ensure proper utilization and distribution of water with managing conflict of interests of different groups. Under this constitution, the president of the EC will be the ‘formal head’ of the committee whereas the general secretary will mobilize the committee through consultation and advice of the president. Members of the EC will meet quarterly and in some cases will meet as per demand or emergency.

Role and Responsibility of Executive Committee: Activities, roles and responsibilities of EC are given below:

- Selection members of the Executive Committee
- Approval of yearly budget and report
- Participation of water & water resource management for the betterment of the agriculture, life and livelihoods
- Demand based spontaneous participation of the community with kind, cash and physical labours for operation and maintenance activities of canals and water resources
- Minimum yearly one meeting. Meeting must be commenced through fulfilling of the quorum (with present of 1/3 members of the General Committee)
- Receive and disburse money
- Maintain accounts of money and savings
- Maintain asset register
- Prepare reports for Annual General Meeting (AGM) with cash, balance sheet, profit and loss account, profit and loss appropriation account

- Prepare the statement of accounts for auditing by the approved auditors
- Maintain all registers up to date including for member one
- Convene general meeting
- Convene annual general meeting in due time
- Feedback and monitor the loans, investment are applied to the purposes higher market return and income
- Examine and take prompt action in cases of all arrears and default in repayment of loans and advance
- Perform such other duties as may be entrusted to it by the general meeting
- Formulation of further routine that how to maintain the working procedure on time in need base
- Encourage and engage the community and general members for operation and management of canal/water/water resources.
- Initiate of the collective and joint efforts for appropriate use of water and water resources for betterment of the agriculture, livelihood development and environmental impacts
- Participate knowledge and capacity building training/orientation/coaching/learning by doing related to agriculture intensification, institutional development, socio-economic & livelihood development, environmental improvement etc organized by the implementing agencies/LGIs/NGOs/or other stakeholders for betterment of the community and the WUG
- Organize formal and informal advocacy and liaison with stakeholders (Implementing Agencies, other concerned Public Sector Agencies, Local Government Institutes, Non-government Organization and Community based Water Management Group/Self-help Groups) for inclusive and effective water & water resource management
- Monitoring overall canal and water management

5.4.5: Formation of WMGs

As the starting point of the project, communities in the polders (35/1 and 35/3) will be organized into Water Management Groups (WMGs) considering catchments area of drainage channel, drainage sluice and flushing sluice gates. The project will confirm 55% of the HHs (adult person) representation in each WMG from the catchment area as per Bangladesh Participatory Water Management Rules-2014. The capacity development of the cooperatives will be built based on the training approach and developed toolkit (approach and toolkit developed in the IPSWAM and Blue gold project). At least 30% women participation will be ensured as general as well as executive committee members in the WMGs which will be a major breakthrough in women empowerment.

- WMG formation: composition, gender, selection leaders, subcommittees. The registration of the WMG is the first objective which will be followed by further professionalization of the WMG.
- Consensus building of WMGs formation with local community and other stakeholders including UP representatives, local administration, BWDB and CEIP-1.
- Integrated and participatory planning and management covering the infrastructure and its O+M, agriculture, fisheries, livestock and other livelihood resulting in a Polder

Development Plan and collective actions. The overall planning process and expected implementation cycle.

5.4.6: Formation of WMAs

After formation of WUGs (general committee and Executive Committee) and nurturing a few months of these committees, the project will take initiative to form polder-based WMA (general committee and executive committee) in both polders based on approved policy/constitution.

5.4.7: Prepare curriculum of training for WMO

Shushilan has already taken initiatives to prepare necessary training modules for capacity building of WMOs. In the mean time, we collected necessary existing training modules from Blue Gold, BWDB and SIAGI project of Shushilan. We are revising these modules. After conducting baseline survey and training needs, we will further review it to finalize and share with PMU, CEIP project. The list of the training modules that we are preparing are given below. We are expecting by July, we can finalize the training modules to organize the training at field level.

- Module: 1 Group management (Role & responsibilities and constitution) of WMOs (25 copies)
- Module: 2 Accounts and financial Management of WMOs(25 copies)
- Module: 3 Participatory planning of WMOs and gender mainstreaming (25 copies)
- Module: 4 Alternative livelihood of WMOs(25 copies)
- Module: 5 IPM& ICM (25 copies)
- Module: 6 Schemes development and implementation(25 copies)
- Module: 7 TOT on establishment of WMOs-MMA(25 copies)
- Module: 8 Participatory social monitoring(25 copies)
- Module: 9 Social Afforestation (25 copies)

5.4.8: Carry out the capacity building program

After finalization and approval of the training modules, the project will organize the necessary trainings for the beneficiaries, staff and stakeholders.

5.5: Social afforestation

The project team of Shushilan will only provide support of technical and engagement of the beneficiaries, community and stakeholders as the roles of catalyst where local forest department will plant trees. The community will take the main driving force to implement social afforestation program with the assistance of the local forest department.

Shushilan implemented social afforestation activities in the foreshore of the embankment, roadside (about 100 km, 100 hectares of char land) in the South-west coastal region. Hundreds of vulnerable men and women have been benefiting their lives by the social forestation activities. Many caretaker groups (men & women) have already been graduated to receive the benefits from matured trees. Externally,

these social plantations have extensively helped the greenery and environmental improvement in the coastal area. Like environmental benefits, beneficiary and community are also getting economic and social benefits. The organization (Shushilan) has received three times national award from Bangladesh Government for the successful social afforestation program in the coastal area. Although there are some challenges, the project team of Shushilan will apply the knowledge, experiences, skills and lesson learnt in this technical support project by mobilizing the community, WMOs and caretaker groups of afforestation.

The project team will adopt an ecological based social forestation approach with engagement of local community and multi-stakeholders including local forest department for effective implementation of afforestation interventions in the foreshore areas (both country and river side of the embankment)

The project will develop a social afforestation plan through PRA exercise in the community level. Moreover, the project team with the help of social afforestation specialist and local forest department will conduct some large gathering in the community level by disseminating the project objectives, merit and demerit and rules of social afforestation program. Community Organizers will help the community to draw community-based plan and implementation mechanism to implement social afforestation program.

5.5.1: Identify land ownership

The project team by the assistance of forestry expert is preparing the protocol, training module and a modality of contract agreement based on the Social Forestation Rules 2011, Bangladesh Social Forestry Rules 2011, Tree Plantation Manual 2003 and Forestation Policy in BWDB polder 1998. Based on the approved modality by the PMU, CEIP, the project team of Shushilan will land ownership for the forestation.

5.5.2: Select Social Forestry Beneficiaries

The project team will also promote the social forestation rules 2011 for beneficiary selection, benefit sharing, conflict resolution and institutional linkage development. As per social forestation rules 2011, the project will involve the beneficiaries include: (i) Labour on a daily wage, ii) Laborer& Direct Beneficiary as the recipient of direct benefit of final harvest and obliged to provide labor as required under an agreement and work norms; iii) Laborer and recipient of Alternate Income Generation (AIG) as their participation benefit when there will be no harvesting (e.g. mangrove plantings). For selecting beneficiaries, the project must adopt Tree plantation Manual -2003, Guidelines for Forestation in the BWDB embankment-1998 for effective implementation plan and implementation of social afforestation by the community and multi-stakeholders engagement.

5.5.3: Awareness raising Campaign

The project will also mobilize the larger community in the catchment area including WMOs for implementation of social afforestation plan. Moreover, the project will support the CEIP-1, for effective implementation with transparent way. The project team will support including: identification of land ownership, participatory and inclusive process, awareness rising, undertake capacity building, and monitor technical delivery of social forestry standard.

5.5.4: Conduct capacity building training

The project stall will undertake capacity building through training, piloting and demonstration and provide technical support to local workers in the necessary skill sets for successful social forestry, including selection of species with justification, improved seed collecting, seedling production from nurseries, site preparation, planting, tending, maintenance and protection of plantings, i.e. deployment of watchers(particularly from grazing livestock and encroachment);

5.6: Implementation of Integrated Pest Management (IPM) Plan

The project is working to adopt bottom-up approach for further mainstreaming the IPM practices among the target groups (farmers, fishermen, forest product users) including WMOs. Moreover, the project team is created and enabled environment through social mobilization, awareness campaign and capacity building activities to engage the local communities, especially the crop farmers, the fishermen, the forestry users. In all cases, the appropriate structure under which IPM Plan will be implemented is the Water Management Organisation (users of water). The project will also apply farmers' driven ecology-based pest control mechanism and practices in the selected catchment area to reduce synthetic chemical pesticides. The project will also promote Bangladesh Agriculture Extension Policy and engage local Agriculture Extension Department for implementation and monitoring of IMP activities. The project team will facilitate the community including WMOs to develop a constructive IPM including components of (i) awareness /dissemination of information, (ii) technical capacity building, (iii) establishment of farmers school within the community or merge the farmers school within WMGs, (iv) implement Integrated Plan and Soil Nutrient Management techniques (including organic fertilizers, composting and worm culture) and (v) determine pesticide residue on crops. The social monitoring with involvement of BWDB, agriculture department and community will help appropriate use of pesticide and chemical fertilizers, capacity building activity and IPM practices.

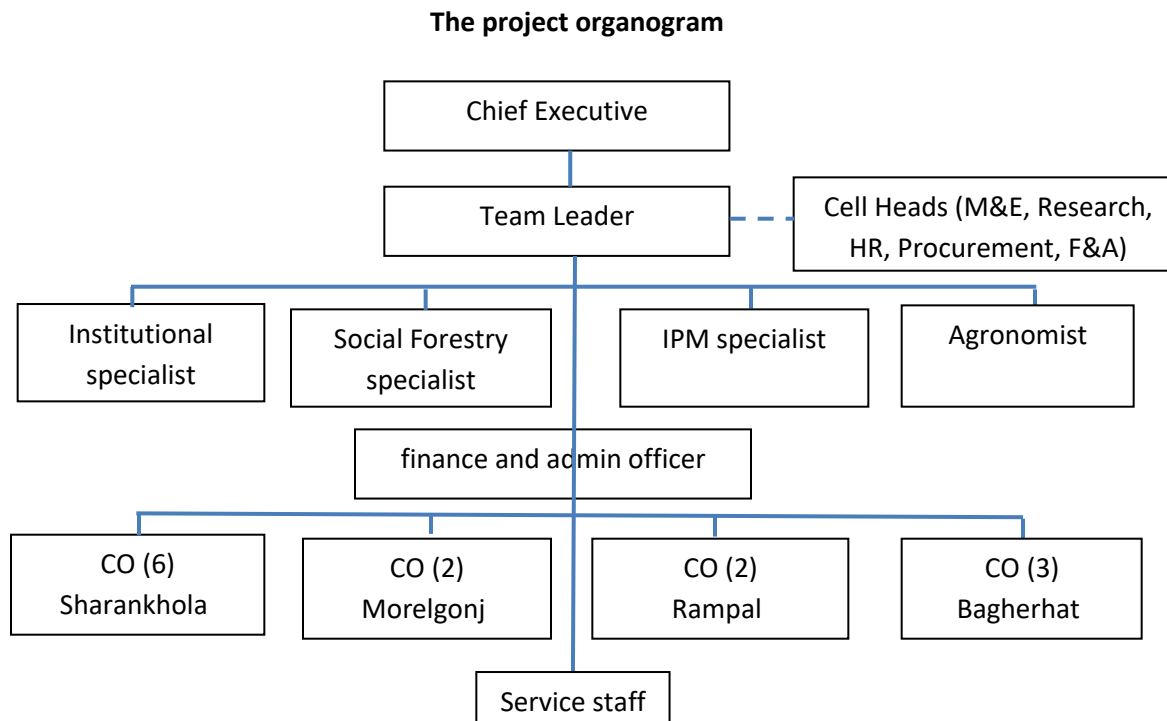
The plan for IPM has been given below:

SL #	Activities	Milestone	Reasons
1.	Need assessment on IPM during baseline	By 30 th June, 2019	To understand the farmers demand and aspirations
2.	Modules development with determining pesticide residue on crops	By 30 th June, 2019	For scientific implementation of the pesticide residues
3.	Awareness raising/dissemination of information (picture song and drama) and large gathering	Will continue through project life cycle	Awareness raising during mobilization, picture song and drama show, demonstration, field days and large gathering
4.	ToT training for the staff	By September 2019	Skills development of staff
5.	Training for the beneficiary farmers	By December, 2019	So that farmers can utilize the IPM for Robi cropping
6.	Implementing integrated Plant and Soil Nutrient Management (IPSNM)	During Robi, Aus and Amon Seasons (Round the year)	Farmers level demonstration for adopting and scaling up of IPM

Chapter 6: Project Organization and Execution

6.1: Outline of the Project Organization

Total duration of the project is 19 months. Project activities is implementing through forming and mobilizing a project team consist of 1 team leader, 1 institutional specialist, 1 social forestry specialist, 1 IPM specialist, 1 agronomist, 1 finance and admin officer, 1 project assistant and 13 community organizers. Moreover, the project team will take need based necessary support from programme head, cell heads of Shushilan. All staff is recruited already&thehuman resources of the stated following organogram and table.



SL #	Deliverables	Months (or Duration/phasing and interrelation by months)																		Total			
		2019 (phase-1)									2020 (phase 2)												
		1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6		7	8	9
4																							
D-5	Beneficiary selection for social afforestation																						
D-6	Awareness raising (formal & informal meeting, group meeting and consultation, learning by doing)																						
D-7	Participatory monitoring of afforestation																						
D-8	Linkage development with local forest department (quarterly meeting) 6 meetings																						6
D-9	Assist the beneficiaries for alternative livelihood (IGAs support) 720 HHs																						720
D-10	Reporting on social afforestation																						
a.	Monthly progress report																						19
b.	Quarterly progress report																						6
c.	Project Completion/final Report																						1
T-3	Implementation of IPM																						
D-1	Review of policies and guidelines related to IPM																						
D-2	Awareness and dissemination (picture song and drama, group meetings, days observation)																						
D-3	Implement of IPM including plant and soil nutrient management (Group meeting and learning by doing)																						
D-4	Pesticide management (demonstration / field trial)																						
D-5	IPM report (monthly/quarterly/final report)																						
D-6	Reporting (overall project)																						
	Inception Report																						
	Monthly Progress Report																						
	Quarterly Progress Report																						
	Final Report/Completion Report																						
	Survey report																						
	Financial Progress report																						
	Yearly Financial report																						
D-7	Knowledge development/workshop																						
	Development of flip chart on IPM/ICM and WMOs (3 types)																						
	Picture drama materials -4 issues (water, afforestation, IPM and gender)																						
	Video Documentary																						
	project brief (with printing 1500 copies in Bangla and 300 copies in English)																						

No.	Name	Expert's input (in person/ month) per each Deliverable (Listed in TECH-5)										Total Input		
		Position	D1	D2	D3	D4	D5	D6	D7	D8	D9			
		Organizer												time
NK5	GM Nazir Ahmed	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK6	Lakshman Chandra Mondal	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK7	MdHasan Mahmud	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK8	MdSelimHossain	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK9	MdHumayunKabir	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK10	NasrinAkhter	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK11	Sumi Sultana	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK12	Tapas Sarker	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
NK13	UmmeKulsum	Community Organizer	1	3	3	1	5	3	2	1	1	19	Full time	
		Subtotal										247		
		Total										297		

6.4: Reporting

The proposed assignment will submit the following reports that include as follow.

- Inception Report- 50 copies
- Monthly Progress Report-15 copies
- Quarterly Progress Report-15 copies
- Annual report-15 copies
- Final Report/Completion Report-20 copies
- Survey report-10 copies
- Financial Progress report
- Yearly Financial report

The project is prepared necessary reports including monthly report, quarterly report, M&E reports, financial reports, training event reports, social mobilization reports, IPM reports and social forestation reports. **CEIP-1** is working for community mobilization, social afforestation & integrated pest management. So reporting format is different for social mobilization, social afforestation & integrated pest management.

The reporting sample is given below.

Reporting on Social Mobilization		
Sl#	Title	Content
1	INTRODUCTION (common)	<ul style="list-style-type: none"> • Purpose, objective, scope and background of the Progress Report
2	PROGRESS AND ACHIEVEMENTS	<ul style="list-style-type: none"> • Summary progress of targeted activities during the reporting period and the cumulative achievements; • A spreadsheet will be used to determine the progress that can be attached to the report as an Annex. • A Bar Chart with Target and achievement should be included in their report.
3	INPUTS	<ul style="list-style-type: none"> • Physical and financial input during the reporting period and cumulative progress against the allocated quantities and financial budget. Comments if any at the end.
4	STATUS OF MOBILIZATION	<ul style="list-style-type: none"> • Summary of achievement in social mobilization including consultation, census of beneficiaries, mobilization of beneficiaries into WMOs, training, and advance of the WMOs in terms of their activities as per objectives of participation. • Summary of achievement in social mobilization, membership enrollment, savings and share capital accumulation, meetings, and communication, participation in supervision, monitoring and quality control of civil works.
5	PROBLEMS	<ul style="list-style-type: none"> • Description of problems and difficulties encountered during the reporting period and link them to policy and administrative decisions with remarks • Actions taken to resolve problems identified in the earlier report(s), their current • Status and any outstanding problems and recommenda resolving those problems.
6	ACTIVITIES COMPLETED	<ul style="list-style-type: none"> • Description of activities carried out during the reporting period with tables and charts for quantities (achievement and targets) followed by cumulative achievement for each activity • The description have to be made separately for each polder under implementation (if more than one polder under implementation)
7	WORK SCHEDULE	<ul style="list-style-type: none"> • Target for next reporting period and remaining tasks with timelines for their completion • Comments on targets and work schedule, if any
8	MISCELLANEOUS	<ul style="list-style-type: none"> • Miscellaneous activities at the request of BWDB and missions attended during the reporting period with particular reference to GPWM, IPSWAM and WMIP guidelines and manuals. • Status of special targets set by pervious missions during the reporting period • Comments on miscellaneous activities.

Reporting on Social Forestry		
Sl#	Title	Content
1	INTRODUCTION (common)	<ul style="list-style-type: none"> • Purpose, objective, scope and background of the Progress Report
2	PROGRESS AND ACHIEVEMENTS	<ul style="list-style-type: none"> • Summary progress of targeted activities during the reporting period and the cumulative achievements; • A spreadsheet will be used to determine the progress that can be attached to the report as an Annex. • A Bar Chart with Target and achievement should be including their report
3	INPUTS	<ul style="list-style-type: none"> • Physical and financial input during the reporting period and cumulative progress against the allocated quantities and financial budget. • Comments if any at the end.
4	STATUS OF SOCIALFORESTRY ACTIVITIES	<ul style="list-style-type: none"> • Summary of achievement in social afforestation including consultation • Mobilization of beneficiaries for social forestry activities, training, and any other activities
5	PROBLEMS	<ul style="list-style-type: none"> • Description of problems and difficulties encountered during the reporting period and link them to policy and administrative decisions with remarks • Actions taken to resolve problems identified in the earlier report(s), their current status and any outstanding problems and recommendations for resolving those problems.
6	ACTIVITIES COMPLETED	<ul style="list-style-type: none"> • Description of activities carried out during the reporting period with tables and charts for quantities (achievement and targets) followed by cumulative achievement for each activity • The description have to be made separately for each polder under implementation (if more than one polder under implementation).
7	WORK SCHEDULE	<ul style="list-style-type: none"> • Target for next reporting period and remaining tasks with timelines for their completion • Comments on targets and work schedule, if any
8	MISCELLANEOUS	<ul style="list-style-type: none"> • Miscellaneous activities at the request of BWDB and missions attended during the reporting period with particular reference to GPWM, IPSWAM and WMIP guidelines and manuals. • Status of special targets set by pervious missions during the reporting period • Comments on miscellaneous activities.

Reporting on IPM		
Sl#	Title	Content
1	INTRODUCTION (Common)	<ul style="list-style-type: none"> • Purpose, objective, scope and background of the Progress Report
2	PROGRESS AND ACHIEVEMENTS	<ul style="list-style-type: none"> • Summary progress of targeted activities during the reporting period and the achievements • Provide a Bar Chart with Target and Achievement
3	INPUTS	<ul style="list-style-type: none"> • Physical and financial input during the reporting period and cumulative progress against the allocated quantities and in financial budget. • Comments if any at the end
4	STATUS OF INTEGRATED PEST MANAGEMENT	<ul style="list-style-type: none"> • Summary of achievement in integrated pest management (IPM) including awareness activities, training, implementing IPSNM techniques. The section should also include the following: applied quantities of pesticides, before and after the Project • increase if any of cropped land after the Project, increase in yield outputs of crops practiced, determining levels of • Pesticide residues in crops, soil and water at regular time intervals, effectiveness of bottom-up participation by the targeted groups, which types of pesticides belong to which I type of crops.
5	PROBLEMS	<ul style="list-style-type: none"> • Description of problems and difficulties encountered during • The reporting period and link them to policy and I administrative decisions with remarks • Actions taken to resolve problems identified in the earlier report(s), their current status and any outstanding problems and recommendations for resolving those problems.
6	WORK SCHEDULE	<ul style="list-style-type: none"> • 1 Target for next reporting period and remaining tasks with timelines for their completion • Comments on targets and work schedule, if any
7	MISCELLANEOUS	<ul style="list-style-type: none"> • Miscellaneous activities at the request of BWDB and Missions attended during the reporting period with particular reference to IPM, and IPSNM guidelines and manuals. • Status of special targets set by pervious missions during the reporting period • Comments on Miscellaneous activity

List of Annexes

- Questionnaire checklist

Baseline Survey Questionnaire- 2019

BWDB CEIP Phase-1, Bagerhat

Shushilan

Primary Information of Beneficiaries:

Serial Number:.....

1. Name:
2. Fathers Name/Husband Name:
3. Sex: 1= Male, 2= Female
4. Marital Status: 1= Married, 2= Unmarried, 3= Widow, 4= Husband Abandoned, 5= Widower, 6= Divorced
5. Respondent Address:
 Sluice Gate Number: Polder Number:
 Village: Union:
 Upazilla: Zilla:
 Mobile Number:
6. Education Qualification (Use Code):.....(Class Pass)
 1= Tip Sign, 2= Able to Signature, 3=Able to read & write, 4= Class (1-8), 5= Class 8 to SSC, 6= HSC, 7= Bachelor Degree, 8= Master Degree
7. Household Head: 1= Own, 2= Husband, 3=Wife, 4= Son, 5= Daughter, 6= Father in Law, 7= Mother in Law, 8= Other (Please Specify).
8. Respondent Occupation/HH Main Occupation:
 1= Farmer, 2= Forest Resource User, 3=Fishing, 4=Handicraft, 5=Tailoring, 6= Small Business
 7=Day Laborer, 8= Employer, 9= Others (Please Specify)
9. Do you have any alternative occupation: 1=Yes, 2=No
10. If yes, please mention alternative Occupation:
 1= Crop Cultivation, 2= Fish Farming, 3= Duck & Chicken Rearing, 4=Goat/Ship Rearing, 5=Cow Rearing, 6= Small Business 7=Day Laborer, 8= Rickshaw/Van Puller 9= Others (Please Specify)
11. Number of family member:..... | Female:....., Male:....., Child:.....

Name	Name	Education Status

12. Total amount of land:.....Acre.....Decimal

1. Homestead Land:..... Decimal, 2. Agriculture Land:.....Decimal, 3. Others.....

13. Household Asset:

Sl #	Asset Name	Unit
1	Muddy House	
2	Building House	
3	Semi Building House	
4	Tin shed House	
5	TV	
6	Mobile Phone	
7	Freeze	
8	Motorcycle	
9	Boat	
10	Bicycle	
11	Van	
12	Sallow Machine	
13	Livestock	
14	Others(Specify)	

14. Number of the HH income person:..... Male:..... Female:.....
15. Monthly Total Income:..... 15.1 Taka. Annual Income:.....
16. Monthly Total Expenditure:..... 16.1Taka. Annual Expenditure:.....
17. Do you have any Loan?:..... 1=Yes, 2= No,
18. If yes, How much taka:.....
19. Source of Loan:.....
1= Bank, 2=NGO, 3= Relative, 4= Landlords, 5= Others (Specify)
20. Do you have any savings?.....1=Yes, 2=No, 3= Not interested to say
21. Do you have any membership of any organization or CBOs:..... 1=Yes, 2=No
22. If Yes, Please mention the organization:.....
23. Type of membership:.....
24. Do you have any interest to be a membership of any farmer & water management group?:..... 1=Yes, 2=No, 3= Don't Know, 4= Not interested to say
25. Have any farmer school/water management group in your area?..... 1=Yes, 2=No
26. If yes Please mention the name:.....
27. Are you member of the group? 1=Yes, 2=No
28. Have any committee of this group? 1=Yes, 2=No
29. Is there regularly arranged meeting? 1=Yes, 2=No
30. Are you attending the meeting?
1= regularly, 2= irregularly, 3= Not attend
31. Have your sluice gate proper management?
1= Regularly, 2= Irregularly, 3= Not Managed, 4= Inactive
32. If irregular/inactive, what is the reason:.....

33. If irregular/inactive, have any effect on your agriculture work? 1=Yes, 2=No
34. If yes, what type of effect has been happened?.....
35. What is number of your nearest sluice gate?.....
36. Distance from house to above sluice gate:.....
37. Have you get water for agriculture through sluice gate?..... 1=Yes, 2= No
38. What are the benefits of your nearest polder?
 - 1)..... 2)..... 3).....
39. What are the disadvantages of polder?
 - 1)..... 2)..... 3).....
40. Are you interested to raise fund to manage your polder for future maintenance? 1=Yes, 2= No
41. If yes, do you interest to contribute donation for future management? 1=Yes, 2= No
42. What are the sources of drinking & domestic water in your family?
43. Has any arsenic affected person in your family?

Agricultural Related Information:

44. Detail information about cultivation

Land Type	Cultivated Land (Decimal)			
	Rice	Vegetable	Fish	Tree
Own				
Share Land				
Lease				
Khas				

45. What type of problems you have to face for agriculture/Cultivation?
 - 1) Heavy Rainfall
 - 2) Water Logging
 - 3) Salinity
 - 4) Insects attack
 - 5) Drought
 - 6) Insufficient seeds/fertilizer/pesticides
 - 7) Lack of sufficient information/knowledge about cultivation
 - 8) Lack of irrigation
 - 9) Others.....
46. What is the source of irrigation for agriculture?.....
47. Have you use chemical & pesticide in your agriculture?..... 1=Yes, 2= No
48. If yes, Please mention the name:.....
49. Did you receive any agriculture/livelihood related training?..... 1=Yes, 2=No
50. If yes, Please mention the training name:.....
51. How many days ago you received the training?
52. Where did you get it?
53. Do you use in organic pesticide/composed in agriculture?..... 1= Yes, 2= No
54. If yes, what type of pesticide/composed are you use?.....

55. Have any khas/BWDB land in your living area? 1=Yes, 2=No
56. If yes, how much khas/BWDB land in have your area & what are the types?.....Decimal (approx.)
 1)..... 2)..... 3).....
57. What are you thinking about the using type of this land?
 1)..... 2)..... 3).....
58. Do you know about social forestry? 1= Yes, 2= No, 3=Don't Know
59. If yes tell the name of forest.....
60. Have you any membership of any social forestry? 1=Yes, 2=No
61. If yes, Did you benefit from this forestry?1=Yes, 2=No
62. If yes, what kind of benefits have you received?
63. If not (Question no 58), are you interest to participate in new social forestry programme in your area?
64. Do you have any suggestion for new social forestry? 1=Yes, 2=No
65. If yes what are the suggestions?
 1)....., 2).....
66. Are you interested to free gourd service for new social forestry protection? 1=Yes, 2=No
- Above the information will be used under CEIP phase-1. So, do you have any objection to use this information for project purpose?

Name of Data Collector:

Date:

Signature: