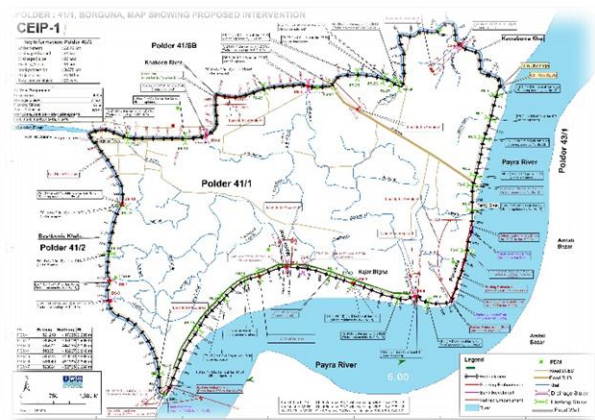
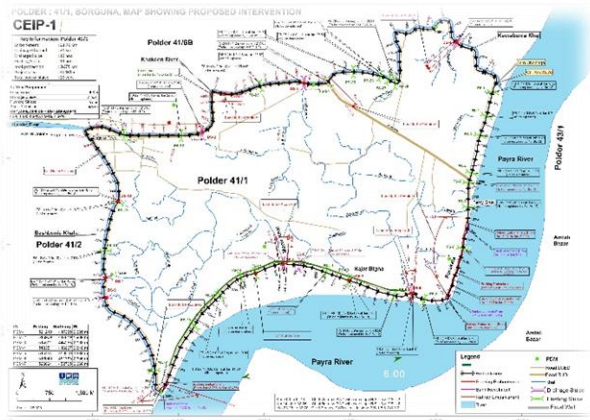


Ministry of Water Resources
Bangladesh Water Development Board
Coastal Embankment Improvement Project, Phase-1 (CEIP-1)
INCEPTION REPORT ON



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 40/2 and Polder 41/1 in Barguna District (Contact No. CEIP-1/A2 & B1/SI-D)

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Executive Summary

Background: Considering the ToR of CEIP-1 (contract package no CEIP-1/A2 & B1/SI-B), Shushilan will implement the project in two polders ((P40/2 in Patharghat Upazila of Barguna district and P41/1 of Bargunasadar Upazila of Barguna district) in the South-west coastal region of Bangladesh. Both polders were constructed during the 1960s and the early 1970s by the support of the government and the World Bank to protect the people and agriculture of the polders and crops from tidal inundation and saline water intrusion and release a large extent of land for permanent agriculture. Supplementary irrigation and indirect road communication development was also another vision in coastal polder development project. But still, both polders are considered vulnerable due to impacts of climate change, environmental hazards and human interventions. Besides, the reasons for the vulnerability have been identified based on an extensive literature review and the long field experiences of Shushilan. The reasons are included (1) substantially damaged to the embankment due to recent cyclones Sidr in 2007 and storm-surge Aila 2009 (2) breaching of the embankment due to cyclones, siltation of peripheral rivers surrounding the embankment (3) waterlogging and salinity which leads to declining the soil fertility and good agriculture production. These are also causing the large-scale environmental, social and economic degradation (4) inadequate operation and maintenance (5) lack of community ownership and institutional process for sustaining the operational activities of the embankment and (6) lack of collective initiative to promote the principles of IWRM, social forestation, IPM and ICM. The following information including the project location, infrastructures, the stakeholders are significantly important to conduct the project activities.

Objectives: The main objective of the NGO services is to support the BWDB under CEIP-1. The specific objectives 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.

NGO Services location, infrastructures and approximate beneficiaries: The project/NGO services are expected to engage 82,368 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 of the successful implementation of the assigned services. The following information including the project location, infrastructures, the stakeholders are significantly important to conduct the project activities successfully.

Polder	Location(s)	Area/infrastructures	Approximate beneficiaries
P40/2	2 UPs: Charduani and Patharghata sadar UP under Patharghata upazila in Barguna District	4453 hagross area, 34.40 kmembankment, drainage channel 32.05km, 9 drainage sluices and 13	53 groups. 3924 group members, about 14946 households, direct beneficiaries 82,368 and indirect beneficiaries 61279. Beneficiary categories: Climatically, environmentally vulnerable, but disaster-affected households including poor, small, marginal and landless farmers,

P41/1 3 UPs: Paurashava, Burirchar and Ayla Pathakata of Bargunasadar Upazila	flushing sluices 4048 (ha) gross area, 33.70 km embankment, drainage channel 33.25 km, 10 drainage sluices and 19 flushing sluices	woman-managed households, physically challenged people, boatmen, natural resource dependent households (collectors of honey, golpata, fish and crab). Other stakeholders: Representatives of UP and Upazilas, BWDB officials, PMU of CEIP-1, local government administrative officials, department of agriculture, livestock, forestry, fishery, cooperative and youth), like-minded NGOs, CBOs, local elites and different professional groups.
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The project duration: This NGO services have been commenced from 12th May 2019 and will continue up to October 2020.

Expected outputs: The expected outputs include one inception workshop at district level, two household census surveys, regular motivation campaign, group formation modalities and stakeholders list, formation of catchment based about 22 WMGs, need-based Participatory Scheme Assessment, review the policies/guidelines and relevant materials for development of modalities on capacity building, awareness, development/revised of training modules and capacity building training, picture drama shows, regular bi-monthly courtyard meeting/coaching/discussion, regular meeting coaching/meeting/learning by doing/troubleshooting with WMGs and WMA, mass awareness and campaign, regular need-based operation and discussion of schemes, selection of the beneficiaries for IGAs/Livelihood/social afforestation, advocacy and meetings with stakeholders including forest department, field demonstration and trails on IMP/ICM, registration of about 50% of WMOs, lesson learnt workshop, participatory regular social monitoring and reports (monthly, quarterly, annual and event reports).

Approach & methodology: The consultant organization wishes to conduct the assignment by flowing two approaches that include (a) Management Approach and (b) Technical Approach. Management Approach 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 (1) 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; (2) The project team will set up the project management programme in order to achieve all the input-output schedule of activities of the project activities with qualitative assurance in time. The consulting organization will catalyze a bottom-up and the integrated implementation approach to manage the project and achieve the objectives. The project team, 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.

Activities undertaken to date: The NGO has been mobilized to carry out the works of the assignment. Meanwhile, the Consultant Organization has engaged the consultant team (including team leader, institutional specialist, social afforestation specialist, IPM specialist, Agronomist and other non-key staff) to carry out the assigned activities as per contract agreement. The organization has also confirmed two offices in the project sites, collected and reviewed available data inventory (including policies, guidelines and documents), prepared household census tools, visited fields and identified the infrastructures (sluice gates), started information campaign, commenced to develop the modalities (of WMOs, afforestation, IPM/ICM), capacity building training materials/modules and revised the necessary work plan to achieve the objectives as per timeline.

Implementation plan for the assignment: the Consultant Organization with a consultation with the project team members has made an implementation plan for the assignment completion considering the project agreement. A detailed implementation plan with time schedule is stated in specific heading point of this report. According to the time schedule, Consultants and field staffs' movement for the assigned task have been started and it will be continued up to the completion of the assignment within 19 months.

Abbreviation & Acronyms

BWDB	Bangladesh Water Development Board
CEIP	Coastal Embankment Improvement Project
CO	Community Organizer
DAE	Department of Agricultural Extension
DFO	District Forest Officer
DTL	Deputy Team Leader
ECE	Ethical Community Engagement
GPWM	Guidelines for Participatory Water Management
ICM	Integrated Crops Management
IPM	Integrated Pest Management
IWRM	Integrated Water Resource Management
IPSWAM	Integrated Planning for Sustainable Water Management
IPWM	Internal Polder Water Management
IR	Inception Report
IWM	Institute of Water Modeling
IWMI	International Water Management Institute
JPMC	Joint Polder Management Committee
MoU	Memorandum Of Understanding
M&E	Monitoring and Evaluation
NGO	None Government Organization
O&M	Operation and Management
PWRM	Participatory Water & Resource Management
PWM	Participatory Water Management
PSM	Participatory Scheme cycle Management
PD	Project Director
SAP	Social Action Plan
TL	Team Leader
TOC	Theory of Change
TOF	Training of Facilitators
TOT	Training of Trainers
WMA	Water Management Association
WMO	Water Management Group
WMIP	Water Management Improvement Project
UP	Union Parishad
EN	Executive Engineer (BWDB)

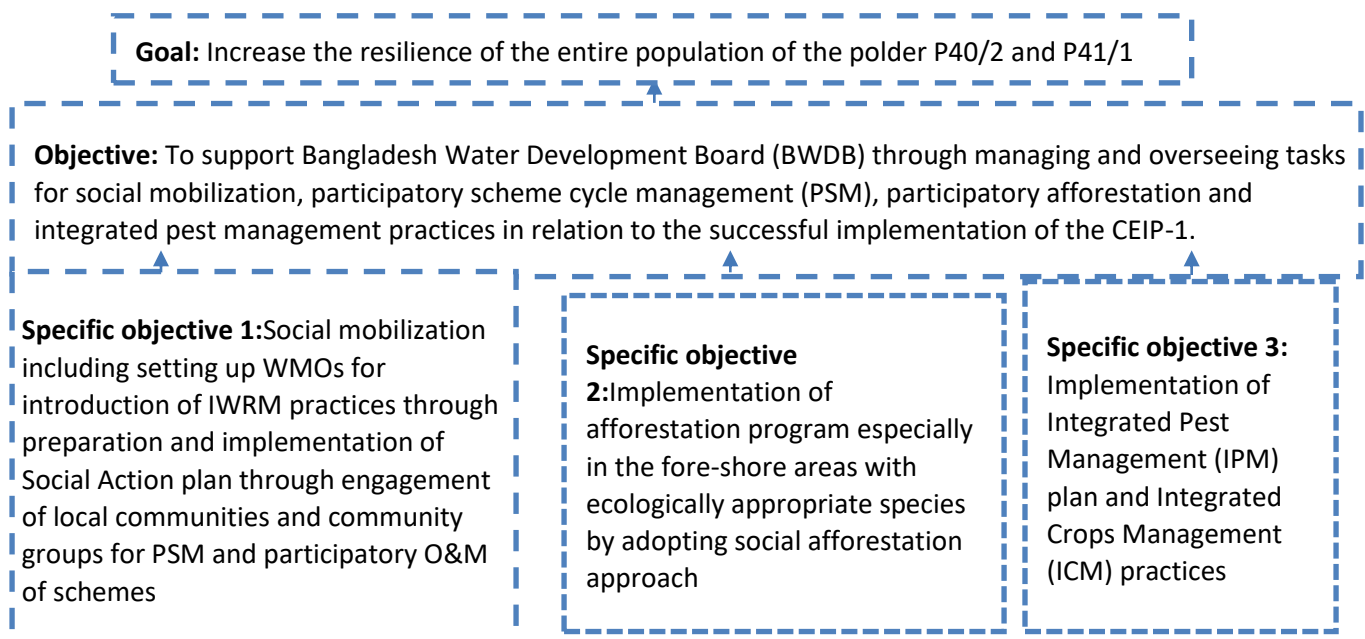
1: Introduction

1.1: Background:

The present inception report of **Coastal Embankment Improvement Project, Phase-1 (CEIP-1)** is a one and half years' contract for **Shushilan**. The aim of the CEIP-1 is to enroll 82,368 (Eighty two thousand three hundred sixty eight) beneficiaries through this project, it also targets to provide orientation training to project stakeholders and training with refreshers to WMG, WMA & WMO (expand abbreviation). To achieve the target within given period, CEIP Phase 1 project services have been started from 02 May, 2019 through signing a contract with Bangladesh Water Development Board (BWDB), World Bank (WB) that will be continued up to November, 2020. Already, **Shushilan** has set two offices discretely in Barguna Sadar & Patharghata upazila under Barguna district from where this project services are ongoing to assist the **40/2 & 41/1 polders** areas. **Shushilan** has recruited all key professionals (15) including Team Leader, Institutional Specialist, Social Forestry Specialist, Agronomist, Integrated Pest Management Specialist, Accountant, Project Assistant, Community Organizer, who are experts and endowed to carry out Social Mobilization, Social Afforestation & Integrated Pest Management services of **CEIP-1**, experienced by previously implemented Government led numerous agriculture, community mobilization & capacity development projects. Their comprehensive grasps in different activities are expected to contribute to technical enactment of the consultancy services of Shushilan. The polders were designed to keep the land safe from the daily tide to allow for agriculture activities. BWDB had completed feasibility level studies for improvement of performance of the polders in the entire coastal belt in 2013. A total of 17 polders were selected for urgent implementation of phase-1 with the funding of World Bank (WB). BWDB is implementing social mobilization with social action plan, social afforestation & integrated pest management plan in 5 contact packages for 10 polders of work package 1 & 2.

1.2: Objective of the Assignments:

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



1.3: Signing of the Contract:

On 02 May, 2019 contract has been signed between BWDB and **Shushilan** as CEIP-1 consultancy services to care the **coastal embankment improvement** project, where **Shushilan** agrees to provide necessary training and operational supports to all stakeholders involved in the program, to inform potential beneficiaries about the program and to enroll of beneficiaries into the Program after validation of their eligibility throughout the defined process of operational manual. The contract approves budget total 30307215.00BDT including 15% vat and 12% tax for CEIP-1 services by **Shushilan**, which requires ensuring project support office, hiring necessary experts, non-experts, and specialist to carry out the services, ensure stakeholders coordination to maximize efforts to have a broader impact of the project in community and people. However, The World Bank officials, representatives of **Shushilan** & BWDB officials were present in the signing ceremony. The participants expressed their ideas and views on how the project could be managed effectively towards achieving its objectives and goals within scheduled time. All the parties were agreed to keep their commitment for performing the best. Duration of the NGO services will be from 12th May 2019 and will continue up to October 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 activities under the polder 40/2 & 41/1, its design, the focus, approach and methodology, tools, techniques, to be applied for consultancy services. The activities also include selection of the beneficiaries, conduction of census, mobilization of the community, formation and graduation of WMOs, implementation of afforestation and IPM.
- ❖ The detailed work plan, specifying the activities and time schedule will be conducted through consultation with the targeted community of polder 40/2 & 41/1, Local Government Division, Bangladesh Water Development Board and the other key stakeholders. The consultation includes Focus Group Discussion (FGD) with the community and meeting with other stakeholders. The detailed work plan of specific activities includes survey plan, the community mobilization and engagement plan, training plan, formation and graduation of WMOs, social afforestation and IPM plan.
- ❖ The project will inclusively engage the community in the project activities through the community mobilization. The project will also involve 75% of the households in the WMGs from the catchment area of the water bodies (canals) and sluice gates.

- ❖ 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 has already set up two field offices in Barguna district and Patharghata Upazila for executing the assigned services in polder 40/2 and polder 41/1. Location of Barguna office is in 71 Promee Villa, ground floor, Collage road, Barguna and Patharghata office is in Akon Villa, 1nd floor, holding # 395 Hospital 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 Bargunais equipped with necessary furniture comprises of Arm Chair, Table, Rack, File Cabinet, Almirah, computer with backup support and other facilities provided to staffs who are performing their job in a well environment free from noise and dust. Moreover, the technological amenities like electricity, printers and scanning facilities are also available for personnel to use. The office has sufficient room to sit and light to work. Another field office is situated in Patharghata. This field office is also equipped as like as Barguna field office.

Project office	Address
Barguna office	71 Promee Villa, ground floor, Collage road, Barguna Sadar, Barguna
Patharghata Office	Akon Villa, 1 nd floor, holding # 395 Hospital road, Patharghata, Barguna

2.2 Kickoff Meeting with Project Officials:

The project organized a day long orientation workshop in the Barguna district office of Shushilan on 5th May 2019 by the engaging of team leader, deputy team leader and all field organizers of the project. The objectives of the workshop are to orient the field level staffs to understand the assigned services particularly social mobilization, enrollment of the beneficiaries, formation of WMOs, implementation of IPM and social afforestation. After completion of the orientation, the team leader and the deputy team leader mobilized the field staffs with assigned working area and responsibilities. The agenda of the workshop are given below.

- Background of the project
- Project goals and objectives
- Activity implementation process
- Project location & area distribution within the field staff
- Project baseline process.

Moreover, Shushilan 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 Bakuluzamaan, 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	1.1 Formation of Water Management Organizations (WMOs) and social mobilization in each polder
		1.1.1 Participatory Scheme Assessment and Design and conduct Participatory Rural Appraisal (PRA) with BWDB field office in association with divisional office
		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)
		1.1.2 Discussion and Consultations among local communities and stakeholders
		c) Identification of potential beneficiaries and other stakeholders through PRA exercise
		d) Asses demand and willingness to establish WMOs, participate in project cycle, and their interest to take over O&M responsibilities
		e) Collect quantitative information on social, environmental, technical and economic aspects
		f) Identify BWDB and government land, suggest suitable use of this land for different professionals of WMOs
		G) Identify key problems of water management in the polders for effective addressing the issues for rehabilitation and improvement works
		g) Prepare the baseline survey report on Implementation of (A) Social Mobilization: (B) Afforestation and (C) Integrated pest management (IMP) of polder 40/1 & 41/1 under Barguna district
		1.1.3 Formation of Group and social mobilization
		a) Identify the beneficiary villages of the water management schemes and Mobilization boundaries of Water Management Units (WMU) in a polder. Enroll 75% of the HHs as a member of WMGs.
		b) Prepare HHs list for each WMO unit in order to work out the percentage of enrolment
		c) Carry out beneficiary census and identify existing and/or potential members of Water Management Organizations (WMO) including WMGs and WMA for each polder
		d) Review policies and guidelines (GPWM 2001, PWMR 2014) for setting up constitutions or by laws of WMGs and WMAs
		e) Establish/reorganize WMOs and draft a set of scheme-specific by-laws
		f) Carry out participatory training needs assessment and prepare a program for BWDB field offices and WMOs representatives
	g) Carry out the capacity building program including training in coordination with BWDB's Staff Development Unit	
	h) Register the WMOs with the BWDB concerned offices as per PWMR, 2014	

	Objective	Activity
		i)Conduct introductory level training curriculum for WMGs/WMA on "Participatory Water Management", "Income Generating Activities (IGA)"
		j)Create financial management capacity through bank account for the newly formed WMGs.
		k) Assist the WMOs in the process of registration with concerned office of BWDB following PWMR 2014.
		1.1.5 Planning and Technical Design
		a)Assist the engineering and economic team in sharing the polder improvement plan with the WMO's/community organizations
		b) Develop Memorandum of Understanding (MOU) on the implementation of the PDP and discuss with the WMOs on the implications of signing the PDP.
		c)Arrange signing of the PDP for implementation in the full understanding of the WMOs
		d) The WMOs will also agree on taking over their responsibility in O&M during operation.
		e) 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) This agreement will be drafted the operation and management agreement(sample agreement) attached in the GPWM-2001
		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

	Objective	Activity
		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
		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	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
		2.2 identify and select social forestry beneficiaries and establish mechanisms for benefit sharing
		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
		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
		2.5 Monitor technical delivery of social forestry standards and sharing of financial benefits in accordance with agreed ratios and rates
		2.6 Assist communities to identify and undertake alternative livelihoods activities to reduce environmental pressures and livelihoods vulnerabilities in coastal strips
3	Implementation of the IPM practices	3.1 Awareness/dissemination of Information
		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)
		3.3 Implementing Integrated Plant and Soil Nutrient Management (IPSNM) techniques (including organic fertilizers, composting and worm culture)
		3.4 Determining pesticide residue on crops.

2.4 Consultation with Stakeholder

In the meantime, the project team visited the relevant offices in Barguna district as per contract agreement. The team particularly visited the officials of BWDB in Barguna 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 Divisional Forest Officer (DFO) for discussing the project interventions particularly social afforestation. The project staffs also met the different project related stakeholders of the Department of Co-Operative, the Department of Youth Development, Department of Agricultural Extension (DAE), Paurashava & Upazilla Parishad and local administration for the introduction of the project activities and preparation of the inception workshop.

2.5 Field Visits:



DS-2 under polder 40/2, Gahorpur village, Patharghata Union, Patharghata, Barguna



FS-1 under polder 41/1, Purbo Kawrabunia village, Aylapatakata Union, Barguna sadar



Consultation meeting with Executive Engineer,, Barguna district



Consultation meeting with Social forestation officer, Patharghata Upazila

Chapter 3: Understanding of the Project/NGO services

3.1 Introduction:

NGO services (the consultancy services) are supposed to be implemented in two polders (P40/2 in Patharghat Upazila of Barguna district and P41/1 of Barguna sadar Upazila of Barguna district) in the South-west coastal region of Bangladesh. As per Environmental Impact Assessment (EIA) Report under CEIP-1 in 2013, the Polder P40/2 covers two Union Parishads namely Charduani and Patharghata under Patharghata upazila. The Polder is surrounded by the River Baleswar and the river Bishkhali and some small connecting canals of these two rivers. The Polder covers a gross area of about 4453 ha and total population 41317. On the other hand, the Polder P41/1 covers three Unions' Parishads namely Paurashava, Burirchar and Ayla Pathakata of Barguna sadar Upazila. The polder is surrounded by the river Payra and some small connecting canals. The Polder covers a gross area of 4048 ha and total population 41051. Both polders were constructed during the 1960s and the early 1970s by the support of the government and the World Bank to protect the people and agriculture of the polders and crops from tidal inundation and saline water intrusion and release a large extent of land for permanent agriculture. Supplementary irrigation and indirect road communication development was also another vision in coastal polder development project. Recent cyclones (Sidr in 2007 and Storm-surge Aila in 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 large-scale 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 34.40 km embankment, drainage channel 32.050 km, 9 drainage sluice and 13 flushing sluices under P40/2 and 33.70 km embankment, drainage channel 33.25 km, 10 drainage sluice and 19 flushing sluices under P41/1.

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 Challenges:

The 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.
5.	Conflict of Interest: The identification of unused land water bodies & kash land may be a big challenge to lease out to WMOs. .	The community mobilization and other stakeholders' involvement (BWDB, Union Parishad, local administration, department of forestry etc) through adopting Ethical Community Engagement (such as 'do no harm' 'respect' and 'love') will be an added advantage to minimize the conflicts.
6.	IPM products and marketing: Main challenge of the IPM is to ensure the right price and the right market.	The NGO services will coordinate the DAE marketing department to facilitate the IPM marketing process, system and value-chain.

Chapter 4: Detailed Scope of Work for Consultancy Services

4.1: Review Guidelines/Policy/ Document

The NGO services team conducted a meeting with the specialists dated on 15th May 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 Rule 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 (WMG) Farmers Field School (FFS) Training Guide, 2013
- Documents from IPSWAM, Blue-gold, WMIP projects of BWDB

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 NGO services. As per Guideline for Participatory Water Management 2001 and Participatory Water Management Role 2014, the team has found the following findings.

- Each WMO either WMG of WMA must have two tier committee that includes (1) General Committee and (2) Executive Committee.
- The schemes 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 WMGs/WMA.
- 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 NGO services must form joint management committee (JMC) for operation and management of the activities and decision-making for a large schemes
 - ✦ Regular operation and maintenance of the schemes' 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, UpazilaParishad, 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 gateswith engagement of Local Government Institutes including Union Parishad/UpazilaParishad
 - ✦ 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 BWDB as per PWMR-2014 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 WMG
- ✚ 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 WMG of 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 WMG: The general committee is the highest decision making tier of the WMG. 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 WMG.

Executive Committee:

There shall be an EC to manage the affairs of the WMG. The members of the EC will be elected by direct election in a general meeting. The EC must be comprised of 12 members. It must be comprised of 12 members as follow:

- ❖ President-1 man/woman
- ❖ Vice President -1 man/woman
- ❖ General Secretary- 1 man/woman
- ❖ Joint Secretary- 2 men/women (1 must be woman)
- ❖ Treasurer- 1 man/woman
- ❖ Executive Members- 7 men/women (must have representatives from landless, fisherman and vulnerable woman))

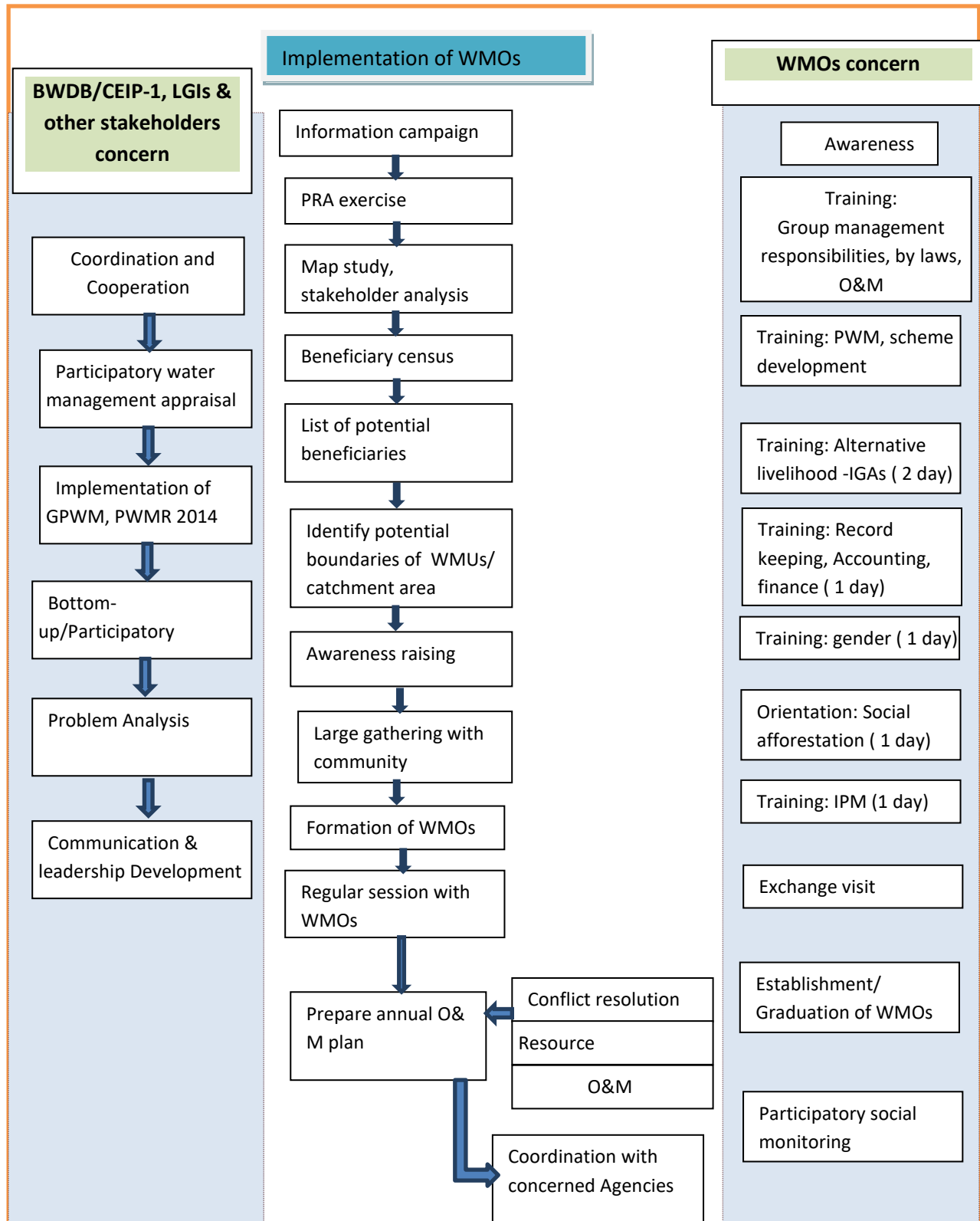
The EC must have effective control of the WMG. It will be the competent authority to operate and manage the water & water resources. It identifies the issues, identify the canal site, design, plan and monitor the activities of the canal excavation, operation & maintenance of the canal. It also must ensure 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 WMG
- 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



The NGO services will conduct number of interventions including beneficiary census, list of potential beneficiaries and information campaign along with discussion meeting at the community level. large gathering with the community followed by the concerned authority of ECEO of BWDB. Formation of Ad-hoc committee and Election Committee for successful formation of WMOs. The NGO services will also conduct registration process of WMOs as per PWM role 2014.

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 NGO services. 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 NGO services within the country with an excellent track record and most suitable to the assignment;
- ◆ The NGO services 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 consultancy 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 NGO services objectives. The NGO services will adopt a bottom-up with participatory facilitation approach for effective management. The NGO services team of Shushilan, therefore, will adopt an inclusive approach to support the CEIP-phase-1. It is expected that the NGO services 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 NGO services will conduct three operational aspects such as **(1) Social Mobilization, Establishment of Institutions/WMOs and IWRM(2) Implementation of Social Afforestation (3) Implementation of IPM and ICM and (4) Livelihood Development** for achieving the NGO services 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 evaluates the results of the earlier steps to take the course corrections for the next steps. From the beginning, the NGO services will organize the communities for functioning the WMGs/WMAs considering the catchments area’s drainage channel, drainage sluice and flushing sluice gates. Forming the WMAs at 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 75% 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 & Desig	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 NGO services 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 NGO services/Consultant Organization 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 NGO services/Consultant Organization 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 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 NGO services/Consultant Organization 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 NGO/Consultant Organization 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 NGO/Consultant Organization 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 NGO/Consultant Organization 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 technics (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 NGO/Consultant Organization will select most vulnerable HHs through PRA approach including engagement of the multi-stakeholders for alternative livelihood plan and development. The NGO/Consultant Organization 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 NGO/Consultant Organization 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 NGO/Consultant Organization staff, the NGO/Consultant Organization 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 services. 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 NGO/Consultant Organization will execute the plans as per the timeline. The NGO/Consultant Organization 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 NGO/Consultant Organization 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 NGO/Consultant Organization 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 NGO/Consultant Organization will develop a congenial environment for compliance management and reporting. The participatory monitoring will include in service 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 NGO services will be 18 months. The NGO/Consultant Organization will deploy and mobilize thirteen (13) members' team for smooth implementation of the activities and achieving the outcomes as a frontline staff. The Consultant Organization will mobilize the team consists of 1 team leader, 1 institutional specialist, 1 social forestry specialist, 1 IPM specialist, 1 agronomist and 8 community organizers. Shushilan also provide additional staff including one technical adviser (for overall quality management), one office manager, one accountant cum admin officer and support staff for effective assistance of the frontline staff where necessary. Moreover, the Consultant Organization's 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 service management including regular communication with donors and CEIP-1 where the Consultant Organization's offices (p40/2 and p41/1) will mobilize the community to implement the activities smoothly.

5.1.1: Set up Field Office:

In the meantime, Shushilan has confirmed two offices in the NGO services 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	Mustafa Bakuluzzaman	Social Mobilization Expert/Team Leader
K2	Md. Shahin Islam	Participation Specialist/ Institutional Specialist
K3	Dr. Sunil Kumar Kundu	Social Forestry Specialist
K4	Dr. Md. Golam Ambia	Integrated Pest Management (IPM) Specialist
K5	Dr. Muhammad Salim	Agronomist
NK1	Md Moslemuddin	Accounts Officer
NK2	Jamil Akter	Office Assistant
NK2	Nazma Khatun	Community Organizer
NK3	Yasmin Jahan	Community Organizer
NK4	Habibur Rahman	Community Organizer
NK5	Abdullah Al-Mamun	Community Organizer

No.	Name	Position
NK6	Md. Farhad Hossain	Community Organizer
NK7	Dolon Sarkar	Community Organizer
NK8	Nafisa Tarannum	Community Organizer
NK9	Md. Lokman Hossain	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, household's 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 meantime, the Consultant Organization team has developed a survey checklist (semi-structured questionnaire) to collect new baseline data.

5.3: Baseline Survey

The Consultant Organization team has prepared a draft questionnaire checklist and a work plan for conducting baseline survey. Baseline survey plan is as follows.

SL #	Activities	Milestone
1.	Literature collection and review	By May 25, 2019
2.	Draft questionnaire checklist, FGD and KII check list	By June 15, 2019
3.	Questionnaire share with PMU, CEIP	By June 21, 2019
4.	Questionnaire approval by PMU, CEIP	By June 30, 2019
5.	Data enumerators training on questionnaire and other checklist	By 25 th July, 2019
6.	Field testing	By 30 th July 2019
7.	Data collection	By 1st August 2019
8.	Data analysis	By 15 th August 2019
9.	Draft reporting and sharing with PMU, CEIP for feedback	By 30 th August 2019
10.	Feedback incorporation and finalization of report	10 th September 2019
11.	Submission of final report	20 th September 2019

5.3.1: Household census survey

The Consultant Organization team already started mobilization activities at the field level. 8 community organizers, team leader and deputy team leader already visited both polders. The Consultant Organization 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 Consultant Organization team will mobilize the community organizers for conducting census.

5.3.2 Identification of beneficiaries and other Stakeholders

The Consultant Organization 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 Consultant Organization team is conducting FGDs, community meetings and large gathering to understand the beneficiaries, stakeholders and their aspirations. The Consultant Organization is expecting by June, we can confirm our beneficiary and stakeholders list.

5.4: Formation WMOs

Local communities under the catchment area of polder 40/2 and 41/1 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 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 Consultant Organization will adopt the sample constitution of WMOs followed by GPWM 2014 for formation of WMGs, WMAs in the catchment areas of water regulators and water bodies. Moreover, the Consultant Organization 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 40/2 and 41/1, 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 Consultant Organization 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 sluice gate/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 Consultant Organization team will collect necessary maps of polders and review them with necessary sluiceways, 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 services 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: Census survey, confirmation of hydrological boundaries, formation information campaign, formation of Adhoc Committee, integration of gender, selection of 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/WMA)

These two topics will be further developed simultaneously and require different types of support from the Consultant Organization. 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.
- 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 Consultant Organization will form catchment based WMGs where 75% of the household in the catchment area will be engaged through motivational campaign. The Consultant Organization 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 services' objectives, major interventions, benefit and role and responsibilities of the stakeholders are being discussed. After motivational campaign the Consultant Organization will form WMGs. WMGs will be two tiers (1) general committee and (2) Executive Committee. In general committee, the Consultant Organization is going to engage 55% of the households in the catchment area. Before going to general committee and executive committee, the consultant organization will form 5 members Adhoc Committee (1 member secretary, 4 members including 1 or 2 women). After formation of the general committee, the Consultant Organization will form Election Operation Committee (as per the role 22 of GPWMR 2014 to 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 Consultant Organization team already started to prepare group formation modalities. Now, the Consultant Organization team is reviewing the necessary documents and policies of BWDB and Bluegold project for development of the constitution on WMGs and necessary group formation modalities. Based on the constitution/policy of WMGs, the Consultant Organization team will finalize the formation of groups/WMGs in the catchment area.

5.4.3 Preparation of stakeholder lists

The Consultant Organization 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 services.

5.4.4 Define WMO's tasks & disseminate group formation activity

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

Activities of the WMO:

- ✚ Encourage the community to become member of the WMO
- ✚ 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 WMG 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 WMG: The general committee is the highest decision making tier of the WMG. 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 WMG.

Executive Committee: There shall be an EC to manage the affairs of the WMG. The members of the EC will be elected by direct election in a general meeting. The EC must be comprised of 12 members. It must be comprised of 12 members as follow:

- ❖ President-1 man/woman
- ❖ Vice President -1 man/woman
- ❖ General Secretary- 1 man/woman
- ❖ Joint Secretary- 2 men/women (1 must be woman)
- ❖ Treasurer- 1 man/woman
- ❖ Executive Members- 7 men/women (must have representatives from landless, fisherman and vulnerable woman))

The EC must have effective control of the WMG. 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 WMG
- 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 services, communities in the polders (40/2 and 41/1) will be organized into Water Management Groups (WMGs) considering catchments area of drainage channel, drainage sluice and flushing sluice gates. The Consultant Organization 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: Census survey, confirmation of hydrological boundaries, formation information campaign, formation of Adhoc Committee, integration of gender, selection of 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 WMGs (general committee and Executive Committee), the Consultant Organization will take initiative to form polder-based WMA (general committee and executive committee) in both polders. WMA will be formed by the selected 4 members of WMGs (maximum 4 members from each WMG).

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 as follows. 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 Consultant Organization will organize the necessary trainings for the beneficiaries, staff and stakeholders.

5.5: Social afforestation

The Consultant Organization 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 execute the plantation activities including maintenance of plantations. 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 afforestation activities. Many caretaker groups (men & women) have already been graduated to receive the benefits from matured trees. Visibly, these social plantations have extensively helped the greenery and environmental improvement in the coastal area. Like environmental benefits, beneficiaries and communities 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 Consultant Organization will apply the knowledge, experiences, skills and lesson learnt and technical support to the beneficiaries by mobilizing the community, WMOs and caretaker groups of afforestation. The Consultant Organization 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 Consultant Organization will develop a social afforestation plan through PRA exercise in the community level. Moreover, the Consultant Organization with the help of Social Forestry specialist and local Forest Department will conduct some large gathering in the community level by disseminating the objectives, merits and demerits 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 Consultant Organization 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 Consultant Organization team of Shushilan will land ownership for the forestation.

5.5.2: Select Social Forestry Beneficiaries

WMGs members will be main beneficiaries of the afforestation activities. The Consultant Organization team will promote the GPWMR 2014 for beneficiary selection, benefit sharing, conflict resolution and institutional linkage development. As per social GPWMR 2014 and Social Forestation Rules 2011, the Consultant Organization 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 Consultant Organization 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 Consultant Organization will also mobilize the larger community in the catchment area including WMOs for implementation of social afforestation plan. Moreover, the Consultant Organization will support the CEIP-1, for effective implementation with transparent way. The Consultant Organization 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 Consultant Organization will undertake capacity building activities through training, piloting and demonstration and provide technical support to the beneficiaries 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 Consultant Organization 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 Consultant Organization 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 Consultant Organization will also apply farmers' driven ecology-based pest control mechanism and practices in the selected catchment area to reduce synthetic chemical pesticides. The Consultant Organization will also promote Bangladesh Agriculture Extension Policy and engage local Agriculture Extension Department for implementation and monitoring of IPM activities. The Consultant Organization 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 October, 2019	To understand the farmers demand and aspirations
2.	Modules development with determining pesticide residue on crops	By 30 th October, 2019	For scientific implementation of the pesticide residues
3.	Awareness raising/dissemination of information (picture song and drama) and large gathering	Will continue through service life cycle	Awareness raising during mobilization, picture song and drama show, demonstration, field days and large gathering
4.	ToT training for the staff	By November 2019	Skills development of staff
5.	Training for the beneficiary farmers	By February, 2020	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

5.7: Gender Mainstreaming

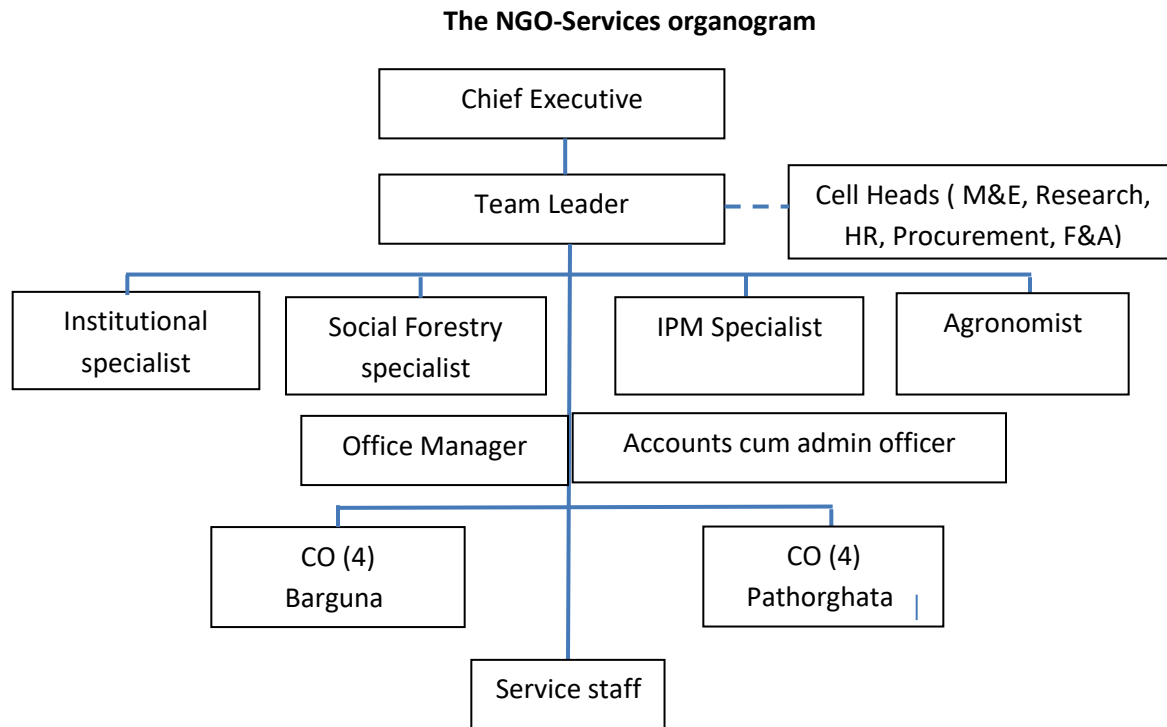
The Consultant Organization will follow the process of the gender inclusiveness from the beginning. The Consultant Organization will engage women, vulnerable households and ethnic minorities at each stage of the NGO-services including mobilization, formation of WMOs, and implementation of IPM and afforestation. The Consultant Organization will engage at least 30% of women in the catchment area in WMOs and its functions. Moreover, the Consultant Organization will encourage the women and vulnerable households for capacity building, caretaking of afforestation, livelihood support and implementation of IPM. The Consultant Organization will also encourage the households both men and women to participate in service activities including joining in the WMOs, organize training on gender and leadership for potential women. The Consultant Organization will create enabling environment at the community to ensure women's participation in decision-making process of WMOs (both WMOs and WMA).

Chapter 6: NGO-Services Organization and Execution

6.1: Outline of the Project Organization

Total duration of the NGO/Consultancy Services is 18 months. NGO service activities is implementing through forming and mobilizing a Consultant Organization 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 8 community organizers. Moreover, the project team will take need based necessary support from programme head, cell heads of Shushilan. All staff is recruited already&the human resources of the stated following organogram and table.

The project organogram



6.2: Work Plan

SL#	Deliverables	Months (or Duration/phasing and interrelation by months)																		Total
		May to December 2019									January to October 2020									
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
D1	NGO Services Inception																			
a.	Agreement of the NGO services																			
b.	Official set-up (Barguna + Pathorghata)																			
c.	Consultant Organization team confirmation and mobilization																			
d.	Inception Workshop																			
T-1	Social mobilization of community groups including set up WMOs																			
D-1	Initial Planning and Survey (2 polders)																			
A	Collection of infrastructure list (2 polders)																			
B	Define Water Management Units																			
C	Conduct household census survey (2 polders)																			
D-2	Formation of WMOS																			
a.	Motivation campaign and conduct Polling (22 WMGs, 2 WMAs)																			
b.	Prepare group formation modalities																			
c.	Prepare stakeholder lists																			
d.	Define WMG's tasks & disseminate group formation activity																			
e.	Formation of WMGs																			
f.	Formation of WMAs (2 polders)																			
D-3	Knowledge Development/ Development of Training modules /Training Curriculum																			
a.	Module: 1 Group management (Role & responsibilities and constitution) of WMOs																			
b.	Module: 2 Accounts and financial Management of WMOs																			
c.	Module: 3 Participatory planning of WMOs and gender mainstreaming																			
d.	Module: 4 Alternative livelihood/IGAs of WMOs																			
e.	Module: 5 IPM and ICM																			
f.	Module: 6 Schemes development and implementation																			
g.	Module: 7 TOT on establishment of WMOs, MMA																			
h.	Module: 8 Participatory Social monitoring																			
i.	Module: 9 Afforestation																			
D-4	Legislation Process																			
a.	Create financial arrangeEstablishment of WMOs/WMA for BWDB and																			

SL#	Deliverables	Months (or Duration/phasing and interrelation by months)																		Total
		May to December 2019									January to October 2020									
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
c.	Picture song & drama –water management, afforestation, IPM (50 shows)																		50	
d.	Exchange visit (total participants 180)																		180	
D-7	Operation & maintenance of schemes																			
a.	Participatory scheme assessment (need base)																			
b.	Sluiceways operation & maintenance (O&M) 51 sluice gates																		51	
c.	Canal/drainage channel O&M about 20 KM																		20 km	
d.	Embankment management (2 polders)																		2	
D-8	Monitoring and Evaluation																			
a.	Prepare M&E Framework and reporting																			
D-9	Reporting on social mobilization																			
a.	Monthly progress report																		19	
b.	Quarterly progress report																		6	
c.	Completion/final Report																		1	
T-2	Implementation of Social Afforestation																			
D-1	Half yearly meeting for linkage development with relevant government departments (at Upazila level) 6 meetings																		6	
D-2	Monthly meeting with social forestry groups (care takers)																			
D-3	Afforestation plan																			
D-4	Identify land ownership																			
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																		4	
D-9	Assist the beneficiaries for livelihood (IGAs support) 520 HHs																		520	
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																			

SL#	Deliverables	Months (or Duration/phasing and interrelation by months)																		Total
		May to December 2019								January to October 2020										
		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	
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)																			
a.	Inception Report		■	■	■															
b.	Monthly Progress Report	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	
c.	Quarterly Progress Report			■			■			■		■			■			■		
d.	Final Report/Completion Report																		■	
e.	Survey report	■	■																	
f.	Financial Progress report			■			■			■		■			■				■	
g.	Yearly Financial report																		■	
D-7	Knowledge development/workshop																			
a.	Development of flip chart on IPM/ICM and WMOs (3 types)	■	■	■	■															
b.	Picture drama materials -4 issues (water, afforestation, IPM and gender)	■	■	■	■															
c.	Video Documentary																■	■	■	
d.	project brief (with printing 1500 copies in Bangla and 300 copies in English)								■											
e.	Communication materials (poster Bangla 5000, Leaflet Bangla 5000, sticker-Bangla 2000)								■	■										
f.	Lesson Learned Workshop (district level)-about 150 participants																		■	

6.3: Staffing Schedule

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		
KEY EXPERTS													
K1	Mustafa Bakuluzzaman	Social Mobilization Expert/Team Leader	1	1	2	1	2	2	1	1	1	12	Part time
K2	Md. Shahin Islam	Participation Specialist/ Institutional Specialist	1	1	1	1	1	1	1	1	1	9	Part time
K3	Dr. Sunil Kumar Kundu	Social Forestry Specialist	1		1		1	1	1		1	6	Part time
K4	Dr. Md. Golam Ambia	Integrated Pest Management (IPM) Specialist	1		1		1	1	1		1	6	Part time
K5	Dr. Muhammad Salim	Agronomist	1	1	1		1	1			1	6	Part time
Subtotal											39		
NON-KEY EXPERTS													
NK1	Nazma Khatun	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK2	Yasmin Jahan	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK3	Habibur Rahman	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK4	Abdullah Al-Mamun	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK5	Md. Farhad Hossain	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK6	Dolon Sarkar	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK7	Nafisa Tarannum	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
NK8	Md. Lokman Hossain	Community Organizer	1	3	3	1	4	3	2	1	1	18	Full time
Subtotal											144		
Total											183		

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.

<i>Reporting on Social Mobilization</i>		
Sl#	Title	Content
1	INTRODUCTION	<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.

Reporting on Social Mobilization		
Sl#	Title	Content
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

Reporting on Social Forestry		
Sl#	Title	Content
		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
- Budget breakdown

Coastal Embankment Improvement Project (CEIP-1), BWDB

সেবার নামঃ পানি ব্যবস্থাপনা ও অবকাঠামো রক্ষণাবেক্ষণে স্থানীয় জনগণকে সরাসরি সম্পৃক্ত করণ, সামাজিক বনায়ন এবং সমন্বিত ফসল ব্যবস্থাপনা কার্যক্রম

বাস্তবায়নকারী সংস্থাঃ বাংলাদেশ পানি উন্নয়ন বোর্ড (বাপাউবো)

বাস্তবায়ন সহযোগী সংস্থাঃ

চুক্তি নংঃ

বেইজ লাইন সার্ভে

আসসালামুআলাইকুম, আমার নাম। গণপ্রজাতন্ত্রী বাংলাদেশ সরকারের পানি সম্পদ মন্ত্রণালয়ের অধীনে বাংলাদেশ পানি উন্নয়ন বোর্ড (বাপাউবো) উপকূলীয় বাঁধ উন্নয়ন প্রকল্প (১ম পর্যায়) এর অধীনে পানি ব্যবস্থাপনা ও অবকাঠামো রক্ষণাবেক্ষণে স্থানীয় জনগণকে সরাসরি সম্পৃক্ত করণ, সামাজিক বনায়ন এবং সমন্বিত ফসল ব্যবস্থাপনা কার্যক্রম হাতে নিয়েছে। সে লক্ষ্যে বাস্তবায়ন সহযোগী সংস্থা হিসেবে (সহযোগী সংস্থার নামঃ.....) কে নিয়োগ প্রদান করা হয়েছে। আমি উক্ত প্রতিষ্ঠান হতে এসেছি, উপরোল্লিখিত কার্যক্রমের সাথে সংশ্লিষ্ট কিছু তথ্য আপনার কাছ থেকে জানব যা এই প্রকল্প বাস্তবায়নে বিশেষ ভূমিকা রাখবে। আপনার প্রদত্ত সকল তথ্য শুধুমাত্র প্রকল্প/গবেষণার কাজে ব্যবহৃত হবে এবং গোপন থাকবে।

ক. খানার পরিচিতি:

প্রশ্ন নং	প্রশ্ন	উত্তর	প্রশ্ন নং	প্রশ্ন	উত্তর
১	খানা প্রধান/ উত্তর দাতার নাম		৬	ওয়ার্ড নং	
২	গ্রাম		৭	পোল্ডার নং	
৩	ইউনিয়নের নাম		৮	সুইজ গেট নং	
৪	উপজেলার নাম		৯	এনআইডি/জাতীয় পরিচয় পত্র নং	
৫	মৌজা				

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড/সংখ্যা
১০	ফোন/ মোবাইল নম্বর		
১১	মাতার নাম		
	পিতার/ স্বামীর নাম		
১২	খানা প্রধানের/ উত্তর দাতার জন্ম তারিখ ও বয়স		
১৩	খানা প্রধান/ উত্তর দাতার লিঙ্গ	পুরুষ=১, নারী=২	
১৪	খানা প্রধান/ উত্তর দাতার বৈবাহিক অবস্থা	বিবাহিত=১, অবিবাহিত=২	
১৫	খানার মোট সদস্য সংখ্যা	পুরুষ= , নারী= , মোট=	
	পরিবারের সদস্যদের বয়স ভিত্তিক তথ্য	০-৫= , ৬-১৭= , ১৮-৫০= , ৫০ এর উর্দে=	
১৬	পরিবারে প্রতিবন্ধী সদস্যের সংখ্যা	পুরুষ= , নারী= , নাই:	

খ. খানা প্রধানের পেশা ও শিক্ষা সংক্রান্ত তথ্য:

১৭	খানা প্রধানের শিক্ষা (কোড লিখুন)*	
১৮	খানা প্রধানের প্রধান পেশা / সহায়ক পেশা (কোড লিখুন)* *	

*১৫. শিক্ষা কোড: ১ = প্রাথমিক শিক্ষা/এবতেদায়ি, ২ = মাধ্যমিক শিক্ষা/সমমান, ৩ = উচ্চ মাধ্যমিক শিক্ষা/সমমান, ৪ = বিএ/ বিকম/ বিএসসি/ বিএসএস/ সমমান, ৫ = এমএ/ এমএসসি/ এমকম/ এমএসএস/ সমমান, ৬ = অশিক্ষিত, ৭ = শুধু স্বাক্ষর করতে জানে, অন্যান্য

(উল্লেখ করুন.....)
<p>* *১৬. পেশা কোড লিখুন:</p> <p>১. কৃষি কাজ (নিজ জমি), ২. কৃষি কাজ/চাষী (নিজ+বর্গা), ৩. মৎস চাষ/ব্যবসায়ী, ৪. গৃহস্থলী/ গৃহিনীর কাজ, ৫. কৃষি দিন মজুর, ৬. অকৃষি দিন মজুর, কারখানা শ্রমিক, ৭. জেলে/ মাছ ধরা (নদী/ খাল/ বিল/ সাগর), ৮. মাছ ব্যবসা, ৯. ছোট ব্যবসা (মুদি/চা-দোকান/ কাঁচামাল/ তরিতরকারী/ হকার/ ফল বিক্রেতা, ১০. বড় ব্যবসা (আড়তদার/ ঠিকাদার/ কন্ট্রোল/ সাপ্লায়ার/ মজুদদার, ১১. চাকুরী সরকারি/ বেসরকারি, ১২. চাকুরী বিদেশ, ১৩. স্থানীয় পেশাজীবী চেয়ারম্যান/ মেম্বর, ১৪. হস্তশিল্প/ কুটির শিল্প ১৫.= সেলুন/ নাপিত, ১৬. টেইলরিং, ১৭. কাঠমিস্ত্রী, ১৮. রাজমিস্ত্রী, ১৯. স্বর্ণকার, ২০. কামার/ কুমার/ ধোপা, ২২. মোটর সাইকেল চালক, ২৩. গ্রাম ডাক্তার/ কবিরাজ, ওষা, ২৪. পরিবহন শ্রমিক (ড্রাইভার/ হেলপার/ কন্ট্রোল, ২৫. নৌকা চালক ২৬. ভ্যান/ রিক্সা চালক, ভটভটি/ নসিমন/ করিমন চালক, ২৭.মোয়াল/ বাওয়ালী, ২৮. শিক্ষক (স্কুল, কলেজ, মাদ্রাসা), ২৯. নাসারী, ৩০. গবাদিপশু/ গাভী পালন, ৩১. ইমাম/ মুয়াজ্জিদ/ পুরোহিত/ যাজক/ ধর্মীয় নেতা, ৩২. ভিক্ষুক, ৩৩. কৃষি সরঞ্জাম ভাড়া দেয়া, ৩৪. গার্মেন্টস কর্মী, ৩৫. ওষুধ বিক্রেতা, ৩৬. মোবাইল ফোনের ব্যবসা/ মেরামত, ৩৭. ইজারাদার (হাট/ বাজার/ ঘাট), ৩৮. টিউশনি/ প্রাইভেট পড়ানো, ৩৯. মানুষের বাড়ীতে কাজ করা/ বি এর কাজ, ৪০= অন্যান্য (যেমন চিংড়ি পোশা ধরা, কাঁকড়া ধরা, গরু/ মহিষ পালন গরু মোটাতাজা করণ ইত্যাদি)</p>

গ. খানার সামাজিক তথ্য:

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড
১৯	খানার সদস্যদের বসত ঘরের ধরন।	১.পাকা (বিল্ডিং), ২. আধা-পাকা (সেমি-পাকা) ৩. টিন সহ কাঠের ঘর, ৪. কাঁচা, ৫. বুপরি ঘর(মাটি, খড়, গোলপাতা)	
২০	আপনার খাবার পানির উৎস	টিউবওয়েল= ১, পুকুর= ২, নদী/ খাল=৩, বৃষ্টির পানি= ৪ অন্যান্য=৫	
২১	গৃহস্থলীর কাজে ব্যবহৃত পানির উৎস	টিউবওয়েল= ১, পুকুর= ২, নদী/খাল=৩, বৃষ্টির পানি= ৪ অন্যান্য=৫	
২২	খানার সদস্যরা কোন ধরনের পায়খানা/ টয়লেট ব্যবহার করেন।	১) সেনিটারী (সেপটি কট্যাংকসহ টয়লেট), ২) ওয়াটারসিল/ প্যানসহ টয়লেট, ৩) ওয়াটার সিল প্যান বিহীন/ পিট ল্যাট্রিন, ৪) কাচা/ বুলন্ত টয়লেট, ৫) টয়লেট নাই	
২৩	খানায় বিদ্যুৎ সংযোগ আছে কিনা?	হ্যাঁ =১, না = ২, সৌর বিদ্যুৎ = ৩	
২৪	খানায় তথ্য/ সামাজিক যোগাযোগ মাধ্যম সমূহ (একাধিক উত্তর হতে পারে)	মোবাইল ফোন = ১, ইন্টারনেট = ২, ডিশ সংযোগ = ৩, টেলিভিশন (ডিশ ছাড়া) = ৪	
২৫	খানায় জ্বালানীর ব্যবহার (একাধিক উত্তর হতে পারে)	গ্যাস (এলএনজি) = ১, কাঠ = ২, বিদ্যুৎ = ৩, অন্যান্য (লিখুন) = ৪	

ঘ. খানার অর্থনৈতিক তথ্য:

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড
২৬	পরিবারের মাসিক আয় (টাকা)		
২৭	পরিবারের মাসিক ব্যয় (টাকা)		
২৮	খানার ১৮ বছরের উপরে কর্মক্ষম বর্তমানে কাজে নিয়োজিত সদস্য সংখ্যা	পুরুষ = নারী = মোট =	
২৯	খানার অর্থনৈতিক শ্রেণীবিভাগ (নিজস্ব অভিমত)	১) ধনী ২) মধ্যবিত্ত ৩) নিম্ন মধ্যবিত্ত ৪) দরিদ্র ৫) হতদরিদ্র	
৩০	খানার খাদ্য নিরাপত্তা (নিজস্ব অভিমত)	উদ্বৃত্ত =১, ঘাটতি নাই=২, ঘাটতি থাকে=৩	
৩১	পরিবারের মোট জমির পরিমাণ:	বসত+ভিটা+বাগান =	

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড
		কৃষিজমি = পুকুর/জলমহল =	
৩২	পরিবারের গবাদি পশু ও পোল্ট্রি	গরু/ মহিষ (সংখ্যা) = ছাগল/ভেড়া = রাজহাঁস/ হাঁস/ মুরগি = কবুতর=	
৩৩	খানার সম্পদের তথ্য	সেচ যন্ত্র, পাওয়ার টিলার/ট্র্যাকটর, ধানমাড়াই মেশিন, নৌকা, রিকসা/ ভ্যান/ অটোরিকসা, মাছধরার জাল, টেলিভিশন, সেল ফোন, কম্পিউটার/ ল্যাপটপ, মটরসাইকেল, মাইক্রোবাস/কার	

ঙ. সামাজিক সংগঠনের অংশগ্রহণ, অবকাঠামো ও প্রাকৃতিক সম্পদ ব্যবস্থাপনা সম্পর্কিত জ্ঞান ও মনোভাব:

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড
৩৪	আপনার এলাকায় কোন পানি ব্যবস্থাপনা দল/সংগঠন আছে কিনা?	১) হ্যাঁ, ২) না	
৩৫	উত্তর হ্যাঁ হলে, দল/সংগঠনের নাম কি?		
৩৬	আপনি কি এটার সদস্য?	১) হ্যাঁ, ২) না	
৩৭	আপনিকি কোন পানি ব্যবস্থাপনা দলের সদস্য হতে চান কিনা?	১) হ্যাঁ, ২) না ৩) জানিনা ৪) নিরন্তর	
৩৮	আপনার এলাকায় স্লুইচগেট ঠিক মত ব্যবস্থাপনা হয় কিনা?	নিয়মিত ২) অনিয়মিত ৩) হয়না ৪) নষ্ট	
৩৯	নিয়মিত না হলে, কারণ কি?	১) ব্যক্তিগত দখল ২) একেজো খাল ৩) গেট সক্রিয়না ৪) প্রশাসনিক ব্যবস্থাপনার অভাব ৫) কমিউনিটির অংশগ্রহণ না থাকা ৬) অন্যান্য (উল্লেখ করুন)	
৪০	স্লুইচগেট অনিয়মিত/ নষ্ট থাকলে আপনার কৃষি কাজে কোন ক্ষতি হয় কিনা?	১) হ্যাঁ, ২) না	
৪১	উত্তর হ্যাঁ হলে কি ধরনের ক্ষতি হয়	১) প্রয়োজনীয় সেচের পানি পাই না ২) লবন পানি নিয়ন্ত্রন করা যায় না ৩) জলাবদ্ধতার সৃষ্টি হয় ৪) অন্যান্য (উল্লেখ করুন)	
৪২	আপনার বাড়ি থেকে কাছাকাছি স্লুইচগেটের দুরত্ব কত মিটার?		
৪৩	স্লুইচগেটের মাধ্যমে আপনি চাষা বাদের পানি পান কিনা?	১) হ্যাঁ, ২) না	
৪৪	আপনার জমি বাঁধ নির্মাণে অধিগ্রহণ হয়েছে কিনা	১) হ্যাঁ, ২) না	
৪৫	অধিগ্রহণ হলে ক্ষতি পূরন পেয়েছেন কিনা?	১) হ্যাঁ, ২) না	
৪৬	আপনার এলাকায় বর্তমান বাঁধের অবস্থা?	১) ভাল, ২) মোটামুটি ভাল, ৩) খারাপ, ৪) খুব খারাপ,	
৪৭	আপনার এলাকায় বাঁধ পুনঃনির্মাণ হয়েছে কিনা?	১) হ্যাঁ, ২) না	
৪৮	বাঁধপুনঃ নির্মাণ হলে কত দিন আগে?	১) দিন ২) মাস ৩) বছর	

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড
৪৯	বাঁধ আপনার উপকার করেছে কিনা?	১) হ্যাঁ, ২) না	
৫০	বাঁধ আপনার কি কি উপকার করে?	১) জলোচ্ছ্বাস থেকে রক্ষা করে, ২) জোয়ারে লবন পানি থেকে রক্ষা করে, ৩) লবন পানি উঠা নামা নিয়ন্ত্রণ করা, ৪) দুর্ভোগ কালীন সময়ে মানুষ ও গবাদি পশু আশ্রয় নেয়। ৫) অন্যান্য (উল্লেখ করুন)	
৫১	বাঁধ আপনার কি কি ক্ষতি করে?	১) পানির শ্রোত কমে যাওয়ায় খাল ভরাট হয়ে গেছে ২) প্রাকৃতিক বিভিন্ন মাছের পরিমাণ কমে গেছে ৩) বর্ষাকালে জলাবদ্ধতার সৃষ্টি ৫) পেশার পরিবর্তন হয়েছে ৬) অন্যান্য (উল্লেখ করুন)	
৫২	বাঁধের ভবিষ্যত ব্যবস্থাপনায় কোন ফান্ড গঠন করা হলে তাতে অংশগ্রহণ করতে আপনি আগ্রহী কিনা?	১) হ্যাঁ, ২) না	
৫৩	আপনার এলাকায় কোন কৃষক মাঠ স্কুল/ আইপিএমক্লাব/ কৃষি সংগঠন আছে কিনা?	১) হ্যাঁ, ২) না	
৫৪	কৃষি কাজ বা চাষাবাদ করতে গিয়ে আপনি কি ধরণের সমস্যার সমস্যার সম্মুখীন হন?	১) লবন পানি ২) জলাবদ্ধতা ৩) প্রাকৃতিক দুর্যোগ ৪) পর্যাপ্ত সেচপানির অভাব ৫) খাপখাওয়ানো/ আধুনিক প্রযুক্তির অভাব ৬) অন্যান্য(উল্লেখ করুন)	
৫৫	কৃষি কাজে সেচের উৎস কি?	১) খাল ২) নদী ৩) গভীর নলকূপ ৪) নলকূপ ৫) পুকুর	
৫৬	কৃষি কাজে রাসায়নিক সার/কীটনাশক ব্যবহার করেন কিনা?	১) হ্যাঁ ২) না	
৫৭	কৃষি কাজে অর্গানিক কীটনাশক/জৈব সার ব্যবহার করেন কিনা?	১) হ্যাঁ ২) না	
৫৮	হ্যাঁ হলে, কি ধরণে জৈব সার/ জৈব কীটনাশক ব্যবহার করেন	১) কম্পোস্ট সার ২) গবোর সার ৩) ছাই ৪) ভার্মি কম্পোস্ট ৫) নিম পাতা ৬) বিষ টোপ ৭) গো-চনা ৭) অন্যান্য (উল্লেখ করুন)	
৫৯	আপনার এলাকায় পানি উন্নয়ন বোর্ড এবং সরকারী কোন খাস জমি আছে কিনা?	১) হ্যাঁ, ২) না	
৬০	উত্তর হ্যাঁ হলে, কোন কোন খাতে এ সমস্ত খাস জমি ব্যবহার করা প্রয়োজন বলে আপনি মনে করেন?	১) খাল পুনঃখনন ২) ব্যক্তিগত ইজারা ৩) সমন্বিত কৃষি খামার ৪) ব্যক্তিগত ইজারার মাধ্যমে বনায়ন ৫) অন্যান্য (উল্লেখ করুন)	
৬১	সামাজিক বনায়ন সম্পর্কে আপনি জানেন কি?	১) হ্যাঁ, ২) না	
৬২	অত্র এলাকায় সামাজিক বনায়ন প্রোগ্রাম আছে কিনা?	১) হ্যাঁ ২) না	
৬৩	সামাজিক বনায়ন এর ভাগ সম্পর্কে আপনি জানেন কিনা?	১) হ্যাঁ ২) না	
৬৪	সামাজিক বনায়ন আপনার কোন ক্ষতি করেছে কিনা	১) হ্যাঁ ২) না	
৬৫	আপনি কি বনায়ন কমিটির সদস্য?	১) হ্যাঁ ২) না	
৬৬	আপনি এই বনায়ন থেকে উপকৃত হয়েছেন কি?	১) হ্যাঁ ২) না	
৬৭	উত্তর হ্যাঁ হলে কি ধরনের উপকার পেয়েছেন	১) এককালীন টাকা পাওয়া ২) প্রশিক্ষণের মাধ্যমে দক্ষতাবৃদ্ধি ৩) সামাজিক মর্যাদা ৪) অন্যান্য (উল্লেখ	

প্রশ্ন নং	প্রশ্ন	উত্তর	কোড
		করণ)	
৬৮	আপনায় এলাকায় সামাজিক বনায়নের কর্মসূচি নেওয়া হলে আপনি কি অংশগ্রহণ করবেন?	১) হ্যাঁ, ২) না	
৬৯	সামাজিক বনায়ন হলে আপনি পাহারা দিতে ইচ্ছুক কিনা?	১) হ্যাঁ ২) না	
৭০	নতুন করে সামাজিক বনায়নের ক্ষেত্রে আপনার কোন পরামর্শ থাকলে বলুন (পরামর্শগুলো কি কি?)	১) বনায়ন কর্মসূচীর ক্ষেত্রে সংশ্লিষ্ট এলাকার দরিদ্র জনগোষ্ঠীর সম্পৃক্ততা বাড়ানো ২) পাহারাদেবের সংখ্যা বৃদ্ধি করা ৩) বনায়ন এর লভ্যাংশ ভাগের ক্ষেত্রে জবাব দিহিতা নিশ্চিত করা ৪) পাহারাদারের সম্মানীর ব্যবস্থা করা ৫) অন্যান্য (উল্লেখ করুন)	
৭১	আপনি বর্তমান যে পেশায় আছেন মান/দক্ষতা উন্নয়নের জন্য কোন প্রশিক্ষণের প্রয়োজন আছে কি?	১) হ্যাঁ ২) না	
৭২	আপনি কি বিকল্প পেশায় নিয়োজিত হতে চান?	১) হ্যাঁ ২) না	
৭৩	উত্তর হ্যাঁ হলে কেন?	১) বর্তমান পেশায় আয় পর্যাপ্ত না ২) এলাকায় পর্যাপ্ত কাজের সুযোগ না থাকা ৩) আয়বৃদ্ধি করা ৪) চিংড়ি ঘের হওয়ার কারণে কাজের সুযোগ কমে গেছে ৫) অন্যান্য (উল্লেখ করুন)	
৭৪	আপনার এলাকায় বিকল্প পেশার সুযোগ আছে কিনা?	১) হ্যাঁ ২) না	
৭৫	এলাকায় বিকল্প পেশায় যাওয়ার জন্য প্রশিক্ষণের প্রয়োজন আছে কি?	১) হ্যাঁ ২) না	
৭৬	এলাকায় বিকল্প পেশায় যাওয়ার জন্য প্রয়োজনীয় মূলধন আছে কি?	১) হ্যাঁ ২) না	
৭৭	আপনি বর্তমান পেশা সুন্দরবনের উপর নির্ভরশীল কিনা?	১) হ্যাঁ ২) না	
৭৮	উত্তর হ্যাঁ হলে কেন?	১) অন্য কাজের সুযোগ ২) অন্য পেশার দক্ষতা কম ৩) নিজের সময় সুযোগ মত কাজ করা ৪) অন্যান্য (উল্লেখ করুন)	
৭৯	সুন্দরবনের উপর নির্ভরশীল পেশা থেকে সরে যেতে চান কিনা?	১) হ্যাঁ ২) না	
৮০	উত্তর হ্যাঁ হলে কেন?	১) কাজের নিশ্চয়তা কম ২) জীবনের ঝুঁকি নিয়ে কাজ করতে হয় ৩) পরিবারের নিশ্চয়তা থাকে না ৪) আয় কম ৫) মৌসুমী কাজ ৬) দুর্যোগ পরবর্তী কাজের সুযোগ না থাকা/ বন্ধ থাকা ৭) কাজের বৈধতা কম ৮) অন্যান্য(উল্লেখ করুন)	

প্রশ্ন নং পোল্ডার নং ৪০/২ ধহফ ৪১/১ এর জন্য প্রযোজ্য

তথ্য সংগ্রহকারীর নাম ও পদবী:	সুপারভাইজারের নাম ও পদবী:
তথ্য সংগ্রহের তারিখ:	ফরম্যাট চেকিংয়ের তারিখ: