



# Annual Report 2019-2020



**HELP Cox's Bazar-HCB**

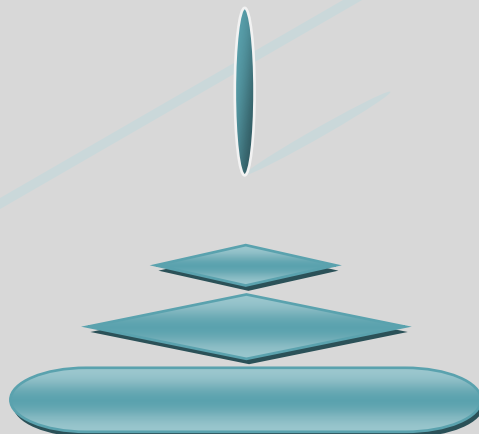
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**Bangladesh**



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## **Team head**

**Abul Kashem**  
**Executive Director**  
**HELP Cox's Bazar-HCB**

## **Production team**

**1. KM. Mohosinujjaman**  
**Director Program**

**2. Md. Sadekul Islam**  
**Project Manager**

**3. Md. Shahidul Islam Rubel**  
**Manager (F&A)**

**4. Computerization**  
**ICT Desk-HCB**

## **Published by:**

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## ACRONYMS

**HCB- HELP Cox's Bazar**

**CEVEC- Community Engagement in countering Violent Extremism in Cox's Bazar**

**DWCA-Department of Women & Children Affairs**

**CTC-Combat Trafficking Committee**

**UDC-Union Digital Center**

**DSS-Department Social Services**

**DC-Deputy Commissioner**

**RRRC- Refugee Relief and Repatriation Commissioner**

**UNO-Upazila Nirbahi Officer**

**IEC-Information Education and Communication**

**IOM-International Organization for Migration**

**PNGO- Partner Non-Governmental Organization**

**SGBV- Sexual and Gender Based Violence**

**FGD - Focus Group Discussion**

**GBV- Gender Based Violence**

**CBO- Community Based Organization**

**CSR - Corporate Social Responsibility**

**CEE - Community Engagement Event**

**LGO - Local Govt. Organization**

**CiC- Camp In charge**

**YGF - Youth Group Formation**

**CYM- Court yard Meeting**

**NGO- Non-Government Organization**

**ED- Executive Director**

**GO- Government Organization**

**GB- General Body**

**EC- Executive Committee**

**DC\_ Deputy Commissioner**

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### Message from the Chairperson



Since 2001 HELP Cox's Bazar (HCB)C has been following the Participatory, Bottom-Up and Rights based approaches in implementing its development program activities are very much commensurate with the Goals of the development for the disempowered and excluded people from the main stream of the society who have been promoted and now, these people are able and eligible to participate in decision making, planning and actively participating in policy mobilization for ensuring and securing their access very relating to their rights.

HCB is committed to facilitate the rural Poor, deprived men and women to make them united, contributing their labour and knowledge in the with view to accumulated at least human rights declared by the UDHR as well as others National & international Treaties, Conventions & legislations. The other natural resources at the local level, solidarity and empowerment to have access and control over the land, water and forest resources and established their fundamental rights in association with the different likeminded stakeholders.

HCB's vision is Peoples Centred Democracy and Good Governance, right now should be reflected and visualised at least among the Peoples with whom we work as well as among the staff members of HCB upon day to day their performances led by our longest experienced founding Executive Director that refers it is possible to create such an environment in any deprived communities.

Within the reporting period, HCB has facilitated to accelerate the prospect of people centred development at the village level with a view to achieve the objectives. I am pleased to know the evidence-based successes during the reporting year in achieving such a challenging issue with a view to ensuring and securing the at least towards host community people as well the in the Rohingya Cams under three Sub-districts (Ramu, Upazila & Teknaf) under Cox's Bazar District. Services as well as dealing with the policy issues by the collective initiatives from the local, national and at the global level is much needed one.

I would like to extend my sincere gratitude and appreciation to the members of HCB General Board and Executive Committee, contribution of donors, Government officials, most importantly the leadership and active participation of Community people as well as the staff members, co-actors including all the friends of HCB for their significant cooperation, effective support and diligence to move forward to achieve its aims and objectives in a real sense.

With regards

A small rectangular box containing a handwritten signature in black ink.

Chairperson, HCB



### **Message from the Executive Director**

HCB is working with the vulnerable and marginalized people in the Cox's Bazar District of Bangladesh since 2001 with a view to ensuring their access to Rights and control & over their dignity whatever they are entitled. To ensure rights is very complicated in its administrative system always risky and challenging. Very often, threat from Musclemen, lack of accountability and transparency, carelessness of the law enforcement authority are main constraints in implementing such efforts.

HCB staff assessing the needs from the field level program partners through participatory and bottom-up approaches in which HCB has been kept its role as the facilitating organization. During the program period 2019-2020 in achieving organizational Vision, Mission, Goals & Objectives including the cost incurred for the operation. The most significant achievement out of all others is raising voice for ensuring services and mobilization for policy reformation. Such a local protection mechanism is very effective to identify, search out and collect the real documents of the tenure which has been inspired the targeted people in encountering violent Extremism, Gender Based Violence, Combat Human trafficking, Safe Migration process, Repatriation the guys of Bangladesh confined in jails in Abroad & Social rehabilitation supports, Ensuring Maternal Allowances from DWCA & so on. Supports to the Rohingya people and for the poor & rights deprived people to move forward to ensure and secure the Economic, Social and Cultural Human Rights as well. Moreover, during the reporting year there are some over achieved for the dedication of the staff whose commitment & the capacity to face the challenges are really remarkable require appreciation.

During the reporting year, I feel proud and would like to extend my heartfelt thanks to the Members of the Organizations, Leaders of the different tiers of the of the society, Local Public Representatives, Local Administration and Government Officials of the National levels including all categories of the Officials of the NGO Affairs Bureau under the Prime Ministers Secretariat.

Moreover, on behalf of the HELP Cox's Bazar I would like to highly appreciate Young Power in Social Action, Department Women & Children Affairs, Different members of our network & Alliances, NGO Affairs Bureau for their continuous financial, Technical & Moral Support during the reporting Period. Finally, I do like to appreciate the role and commitment to the organization of the honorable members of the General Board as well as the Executive Committee of HELP Cox's Bazar in implementing the program which is relatively helpful towards achieving the organizational vision.

### **Lots of good wishes**

A handwritten signature in black ink, appearing to read 'Abul Kashem', written on a white rectangular background.

Abul Kashem  
Executive Director-HCB



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### **Comments from Treasurer**

Since inception, HCB is a very transparent organization in keeping its accounts under affair of financial management followed by the self-regulatory policy guidelines and upon It's zero tolerance in terms of any misappropriation within the organization.

However, during 2019-2020 fiscal year HCB management and its financial section together were very careful to maintain financial transaction upon the tight allocation of its approved budget by the donor and the NGOAB which is really appreciated with the Certification after checking by the internal and external audit Firm.

Though HCB is passing a severe extent of recession due to shortage of fund from the last few years, but it has proved its efficiency to deal with the crisis and implement the program me Successfully by some of the dedicated and, committed staff who are well equipped with the skills and knowledge under the leadership of our Executive Director Mr. Abul Kashem. The team as a whole requires appreciation and I wish to thank them.

Finally, I would like to express my deep felicitations to the Executive Committee and General Members of HCB for their continuous support to supervise and for contributing their valuable opinion in terms of running the financial management.

### **Regards**



Adv. Md. Sayadul Alom  
Treasurer-HCB

## Executive summary

In Socio-political and economic context in Cox's Bazar in ensuring due rights and accessibility of the poor and marginal peasants in land, agriculture, water, forest and other public services are in difficult situation day by day, violence, killing, persecution and women-child are abused, HELP Cox's Bazar as a leading local organization, by the side of its key role of facilitating program implementation also facilitating to push the movement of the deprived people through People Centered Mobilization for advocacy and networking. HCB is facilitating to build up self-help village-based Organizations and capacity building for empowerment of the rural poor and -vulnerable who are disempowered, persons with disabilities ensuring their accessibility and rights in different sub-districts (Upazila) especially in the Ukhiya and Teknaf of Cox's Bazar District since its inception 2001 to till date.

**Under the project, Titled "Garbage cleaning in the Forcibly Displaced Myanmar Rohingya camps in Cox's Bazar. (Emergency Response) through the project intervention in the camps** cleaned 387 garbage bins in a regular basis. Cleaned app. 8470 meters' drain in a regular basis, cleaned app. 4655 meters' road/ roadside garbage over the project period, cleaned app. 9580 house hold garbage over the project period, approx. 2500 houses were visited to aware about solid waste etc.

**Under the project, titled "Ensuring the non-functioning tube-wells into smooth functioning through prompt response, repairing, servicing and community people's effective involvement in proper practices of tube well water uses and primary health-hygiene promotion in Rohingya camps of Ukhiya sub district of Cox's Bazar district. (Emergency Response) Through the project intervention in the camps 5 & 17 a total of 18150 people had the available access to safe drinking water through keeping smooth functional of numbers of tube-wells.**

2000, Men, women, girls & boys were aware about hand washing & primary health-hygiene practice through number of Court yard session in the project location on a month during project period etc.

**Under the project, titled "Community Engagement in Countering Violent Extremism in Chattogram Division- CEVEC, Funded by GCERF (Host Community). Through the project intervention in the host community of Ramu Upazila** Identified and selected 10 formal and informal Youth Clubs/CBO, provided 2 three (3) days ToT on LSE with potential club members, Organized 5 meeting with Youth Forum members, organized 4 Community engagement events by youth forum in Ramu, Organized 5 Community engagement events with clubs in Ramu, Provided 3 orientation to teachers from secondary school, Madrasa and, college, Organized 6 courtyard meetings with women, Organized 34 orientation on PVE with local government bodies in Ramu etc.

HELP, is now much more capacitated than earlier to protest, initiate advocacy-mobilization, lobby with the local, national and able to raise accordingly. Its capacity enforced to establish effective communication, coordination, bargaining and pressurization with a view to ensure protest, protect, respect and fulfillment of demands from the marginalized people's eyes of Economic, Social, Cultural, Civil and Political Human.

THANKS



## VISION

Established and empower poor and vulnerable rural people, especially the women and distressed and disable children in a judge full & harmonic society & to integrate in the main stream of National Development and production.

## MISSION STATEMENT

To establish the poor and vulnerable people, especially the women in the society through making them capable, self-sufficient, self-governed, and self-initiators through building capacity, institution, capital, utilization of local resources and imparting felt-need based problem solving programs involving necessary skilled, trained and experienced staff.

## MAIN OBJECTIVES

- Capacity building
- Education
- Capital Formation
- Employment and Income Creation
- People's Institution building
- Women Empowerment and Gender equality
- Environment development
- Future citizen development
- Agriculture development
- Livestock development
- Anti-drug and anti-social-activity promotion
- Integration of the poor people in the main Stream of national development
- Involvement of women into economic and Productive activities
- Conduct disaster preparedness and Management activates etc.
- Alliance Building, Networking and Partnership.
- Empower through Capacity Building

## CORE VALUES

- Respect and equal rights
- Honesty & transparency
- Peoples' participation & accountability

- Quality service
- Non-partisan, secular & bias free attitudes
- Gender equality
- Environmentally Friendly
- Living With the people
- plan with the people
- Learning by doing.
- Teamwork, mutual co-operation and sharing
- Building knowledge for social change.
- Inclusion & Equality
- Honesty and commitment
- Respect to national heritage

### **CONNECTIVITY, NETWORKIN AND ALLIANCE**

HELP has the networking at local, national and regional level which are as bellow:

01. Civil Society and NGO Forum (CCNF)
02. NGO Platform (NGOP)
03. Federation of NGOs in Bangladesh (FNB)
04. Bangladesh Breast Feeding Foundation.
05. Bangladesh Fund Raising Group (BFRG)
06. National STD/AIDS Forum.
07. Child Development Forum (CDF).
08. District Counter Trafficking Committee (CTC)
09. Consumer Association Bangladesh (CAB)
10. CBO-NGO Alliance-Ukhiya
11. Bangladesh Manobadhikar Somonnoy Parishad (BMSP)
12. GBV sub Sector (GBVSS) -CXB
13. Protector Sector-CXB
14. Upazila child welfare Board
15. Ukhiya Shisu Parishad

**REGISTERED WITH**

<b>S. NO.</b>	<b>NAME OF RELEVANT DEPARTMENT</b>	<b>REGISTRATION NO</b>	<b>DATE OF REGISTRATION</b>
<b>1.</b>	<b>Department of Social Services (DSS)</b>	<b>DSS-Cox 191/2001</b>	<b>27.11.2001</b>
<b>2.</b>	<b>NGO Affairs Bureau (NAB)the Prime Minister's Secretariat, the People's Republic of Bangladesh.</b>	<b>FDO/R No-2207</b>	<b>08-03-2007</b>
<b>3.</b>	<b>Depart of Youth Development</b>	<b>DYA N-109</b>	<b>05-04-2006</b>

**HCB's working area at present:**

**Ukhiya, Ramu, Chakaria and Teknaf Upazila under Cox's Bazar District**

**Project-1 :( Emergency Response)**

**Title of project: Garbage cleaning in the Forcibly Displaced Myanmar Rohingya camps in Cox's Bazar.**

**Key achievements are as follows:**

SL	Description of activities	Nos. of Actives	Total attendance		Remarks
			Male	Female	
01	Monthly Volunteer Meeting	04	18	0	Team conducted monthly regular meetings with volunteers to develop the action plan for the next month.
02	Project Inception Meeting	01	30	5	Team also organized a project inception meeting with CIC, WASH Focal, SMS Focal and all WASH actors of camp 17 & 05.
03	Staff Meeting	04	7	0	Monthly staff meetings were conducted with the Program Manager & all staffs of this project to find out achievements and challenges of the project.
04	Meeting with CIC	04			Team also coordinated with CIC and attended in the monthly CIC coordination meeting to have the right information and best practice in project cycle management.
05	Meeting with WASH Focal	04			Team also coordinated with WASH focal at camp level to implement a best project in the camp 5 & 17.

06	Meeting with SMS Focal	04			Team also coordinated with SMS focal at camp level to implement a best project in the camp 5 & 17.
07	Waste segregation	25 days	10		Team also segregated all waste from land-fill for disposal. They divided them to dry & wet.

08	Waste Transportation for Dispose	4 days	10			After segregation of waste team also transported all waste from landfill to final disposal area by pick up
10	Garbage Bin Cleaned	387	18			Team also cleaned 387 garbage bins in a regular basis.
11	Drain Cleaned	8470MTR	18			Team also cleaned app. 8470 meters' drain in a regular basis.
12	Road/ Road side cleaned	4655 MTR	18			Team also cleaned app. 4655 meters road/ roadside garbage over the project period.
13	House hold cleaned	9580 HH	18			Team also cleaned app. 9580 house hold garbage over the project period.
14	Monthly Block Cleaning Campaign	All actor of Camp	App. 100	App. 50		Team also arranged a block cleaning campaign with involving of all WASH actors of camp 17 & camp 05.
15	Meeting Rohingya Community	35 days	app. 1500 person	app. 1000 person		Met with Rohingya community of camp 5 & 17 and shared the knowledge about solid waste management system.
16	Purchase of Necessary Instrument	5 days				All necessary equipment of project has been purchased.
17	Garbage collection and dumping	every day	18			Every day, all volunteer are tried to clean block. They also collect garbage from various garage bin and also clean garbage of drain.
18	Home Visit/ Community awareness					There were approx. 2500 houses were visited to aware about solid waste



		40 days			management during the reporting month. Every day Volunteers visited the different house as follow up to the meetings. Additionally, these visit targeted to house owner to manage garbage cleaning system of households.
20	Supervision of project	Every Day			Everyday project was supervised by our field supervisor. He also maintained quality of project work.
21	Monitoring process	Every day	01		Everyday project was monitored by our monitoring officer. He also monitored this project by monitoring tools and third eye of monitoring system. He also ensures quality of project work.

Waste Segregation & Transportation Process.



## **Project-2 :( Emergency Response)**

**Project Title: Ensuring the non-functioning tube-wells into smooth functioning through prompt response, repairing, servicing and community people's effective involvement in proper practices of tube well water uses and primary health-hygiene promotion in Rohingya camps of Ukhiya sub district of Cox's Bazar district.**

### **Results of the aforementioned project:**

- 18150 people will have the available access to safe drinking water through keeping smooth functional of number of tube-wells.
- 2000, Men, women, girls & boys will be aware about hand washing & primary health-hygiene practice through number of Court yard session in the project location on a month during project period.
- It will reduce water born diseases approximate for 10000 beneficiaries like diarrhea, Dysentery, Cholera & Typhoid.

### **Project**

#### **Activities:**

- To Ensure Tube well repairing by identified non-functional tube well.
- Provide WASH, Hygiene and Tube well maintenance messages through number of awareness session.

### **Working**

#### **area:**

**FDMN Camp 5 &17 in Kutupalong,**

**Beneficiaries:**

Total number of 18150 people is given direct benefits from the project



**Awareness session**



**Tube well Repairing works**



**Tube well repairing work with providing Materials**



**Tube well repairing work**

### Project-3 :( Host Community)

**Project Name: Community Engagement in Countering Violent Extremism in Chattogram Division-CEVEC,  
Funded by GCERF**

**Key achievement as follows:**

<b>SL no.</b>	<b>Activity</b>	<b>Target</b>	<b>Achievement</b>	<b>Total participant</b>
<b>1</b>	Identify and select formal and informal Youth Clubs/CBO in Cox's Bazar District [Male:80% Female:20%]	<b>10</b>	<b>10</b>	<b>240</b>
<b>2</b>	Provide 3 days ToT on LSE with potential club members (80% male 20% female)	<b>2</b>	<b>1</b>	<b>20</b>
<b>3</b>	Organize meeting with Youth Forum members (50% male 50% female)	<b>5</b>	<b>5</b>	<b>90</b>
<b>4</b>	Organize Community engagement events by youth forum in Ramu [at least 50 participants in each event with Female-20%, Male:80%]	<b>4</b>	<b>4</b>	<b>223</b>
<b>5</b>	Organize Community engagement events with clubs in Ramu [at least 50 participants in each event, Male-80%, Female-20%]	<b>3</b>	<b>3</b>	<b>170</b>
<b>6</b>	Provide orientation to teachers from secondary school, Madrasa and, college [15 participants from each institution. (50% male 50% female)]	<b>3</b>	<b>2</b>	<b>35</b>
<b>7</b>	Organize courtyard meetings with women (20 women in each meeting) in Ramu.	<b>6</b>	<b>6</b>	<b>120</b>
<b>8</b>	Organize orientation on PVE with local government bodies in Ramu. [15 participants each with 70% Male, 30% Female)	<b>34</b>	<b>8</b>	<b>123</b>



Some snapshots below:



## ORGANIZATIONAL GOVERNANCE

### A. General Body (GB)

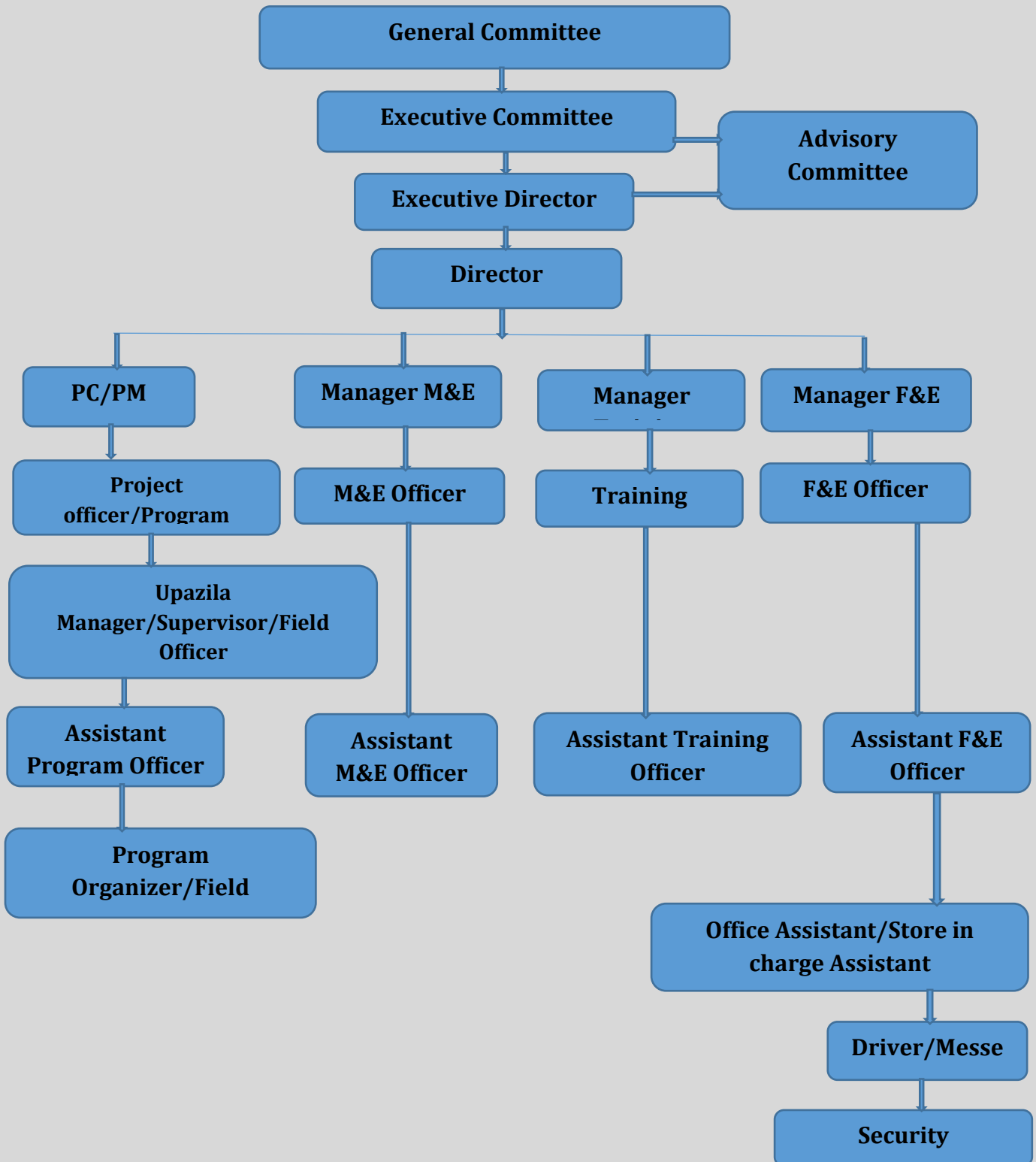
SL.NO	NAME	DESIGNATION
01	Mr.Shah Kamal Choudhury	General Member
02	Mr. Akhtar Choudhury	General Member
03	Mr.Fazlul Kader Choudhury	General Member
04	Mr. Abul Kashem	General Member
05	Mr.Badsha Mia Choudhury	General Member
06	Mr. Alomgir Reza	General Member
07	Mr.Nurul Amin Choudhury	General Member
08	Mr. Didarul Alom Choudhury	General Member
09	Ms.Shamsun Nahar	General Member
10	Ms. Shahina Akter	General Member
11	Mr.Md.Abdur Rahman	General Member
12	Mr.Abbas Uddin	General Member
13	Mr.Rabindra Lal Borua	General Member
14	Mr.Shankor Borua	General Member
15	Mr. Adv. Md. Abu Taher	General Member
16	Mr.Professor Md. Ali	General Member
17	Ms. Khurshida Begum	General Member
18	Mr.Md. Kalu	General Member
19	Mr.Ms. Laila Begum	General Member
20	Mr. Adv. Sayad Alom	General Member
21	Mr. Mohammad Hosen	General Member
22	Mr.Abdul Hamid Khan	General Member
23	Mr. M. Shah Alom	General Member
24	Mr.Nurul Alom	General Member
25	Mr.H. M. Arshad	General Member
26	Ms. Hamida Begum	General Member
27	Ms. Nur Akter Nuri	General Member
28	Mr.Shamsul Alom	General Member
29	Mr. Faridul Alom	General Member
30	Mr. Nurul Kabir Choudhury	General Member
31	Mr.Ali Akbar Bangali	General Member
32	Mr. Shaker Ali	General Member
33	Mr.Helal Uddin	General Member



## B. EXECUTIVE COMMITTEE (EC)

SL NO.	NAME	DESIGNATION
01.	Mr. Ali Akbar Bangali	Chairperson
02.	Mr. Abul Kashem	General Secretary
03.	Mr. Md. Shaker Ali	Assist. General secretary
04.	Mr. Adv. Sayadul Alom	Finance Secretary
05.	Ms. Nur Akter Nuri	Social welfare Secretary
06.	Mr. Adv. Abu Taher	Sports Secretary
07.	Ms. Hamida Begum	Publicity & Desk Secretary
08.	Ms. Laila Begum	Cultural secretary
09.	Mr. Rabindra Lal Borua	Executive Member
10.	Mr. Shamsul Alom	Executive Member
11.	Mr. Md. Nurul Alom	Executive Member

## ORGANOGRAM OF HELP COX'S BAZAR



END