

# Annual Report 2013



**NGO FORUM**  
**FOR PUBLIC HEALTH**

Annual Report  
2013



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# Annual Report 2013

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## Foreword

The year 2013 has been an exciting and learning period for the organization as it enhanced efforts at the union level to promote WaSH governance in the selected hard-to-reach working set-ups. NGO Forum promoted the concept of 'inclusion' and 'equity' to the Union Parishad who have come out from their traditional practice of WaSH service delivery mentality. Comprehensive WaSH has been introduced and recognized through their practices in service delivery while equity remains at the central point of the intervention. Besides, as a development agenda WaSH is addressed by NGO Forum considering its manifold insights in the context of hard-to-reach areas; such as, it is looked into from the perspectives of health, economics, human productivity and poverty reduction as a whole. NGO Forum's comprehensive WaSH intervention has been looked into from these perspectives. The *Annual Report 2013* presents the facts, figures and process of the initiatives made at different stakeholder level. The Forum worked in areas where above 70% of the population is below the Upper Poverty Line. Inadequate service provisions, climate vulnerability, high poverty, poor governance, less coverage, etc are challenging to bring unions under sustainable WaSH coverage. Thus, there remains a long way to go in terms of governance but the initial drives and changes holds encouraging scenario for WaSH actors.

Networking and partnership development with and capacity building of relevant line agencies including LGIs, NGOs, private sectors are emphasizingly getting instrumental in the WaSH sector in demand-raising, skill development and most of all transferring ownership to the community. A number of modified and high-tech alternative WatSan options were promoted in the year to address the contextual challenges of hard-to-reach areas and groups. Intervention in 2013 brought forth a number of modified water supply and hygienic sanitation models as piloting in different eco-zones. UPs have been in the leading regarding the process with financial contributions for high-tech water supply options as part of their accountability. This notes higher initiatives of LGI-NGO collaboration at the local level contributing to enhancing WaSH governance. The collaboration is also extended in the areas of arsenic mitigation and arsenicosis patient management. NGO Forum also strengthened its efforts to increase collaboration with LGIs in improving Public Health. The Forum took intervention to promote reproductive health of women and adolescent girls. Introducing Water Safety Plan at the grassroots level also contributed to improved health conditions of the rural mass. NGO Forum also extended its working domains in the urban WaSH sector in collaboration with different line agencies for ensuring WaSH services in the slum areas and developing disaster resilience in urban life.

The Forum worked maintaining synergy with different departments, LGIs, local administration, development partners, national and international NGOs who are making a significant contribution to the sector. It continued advocacy campaign 'Right to WatSan - Get It for All' emphasizing on budget advocacy aiming to ensure WatSan services for the bottom ten percent of the poorest & disadvantaged sections of the hard-to-reach population. Sensitizing the policy-makers for increasing & separating WaSH budget allocation to address WaSH inequity prevailing in the rural HtR areas was raised based on the hard-to-reach community demands for WaSH that was reflected in the UP open budgets. Activation of UP's WaSH Standing Committees has been another achievement of NGO Forum in reaching that objective in 2013. This particularly emphasizes on developing accountability for tapping resources from the LGIs and other service departments relating to WaSH putting Union Parishad in the lead.

Gender mainstreaming in WaSH intervention got special momentum as the organization went through a comprehensive revision of its gender policy issues which included specific directions in programmatic and organizational aspects. NGO Forum made strong directions in the areas of women's socio-economic empowerment through its inclusive WaSH intervention. Developing women leadership at community level through VDCs has brought up some leading personalities who are raising their strong voices and have established access to UPs even. Leadership, decision-making, reducing work-load for water collection, better management of reproductive health, better institutional facilities in schools for girls, and such were addressed under the gender mainstreaming aspect.

The *Annual Report 2013* depicts the significant programmes and intervention of NGO Forum towards inclusive and equity focused WaSH governance in collaboration with its committed partners in LGIs, NGOs & civil society. NGO Forum is grateful to its partners in development, the Executive Committee as well as the dedicated staff.

It is our privilege to share the endeavors and learning with our valued partners. Hope, the *Report* will be useful and enlightening to its potential readers.



**S.M.A. Rashid**  
Executive Director

# Chapter 1

# Profile of NGO Forum

## The Organization

Being launched as the UN-brainchild in 1982, NGO Forum has been involved as the apex networking and service delivery body of NGOs, CBOs and private sector operators in the WatSan sector of Bangladesh. Over the years it has been contributing to the improvement of Public Health situation by reducing mortality and morbidity, and conserving sound environment. In order to implement its programmes as a process of holistic transformation of the society towards development, the Forum has emphasizingly been stepped forward maintaining a perfect balance among WatSan, health and environment. Combining hardware & software supports and networking efforts, NGO Forum materializes its integrated programmes directly and in association with its partners countrywide.

## Vision

Improved Public Health & Sound Environment

## Mission Statement

NGO Forum is a national networking and service delivery organization in the area of water, sanitation and environment dedicated to contribute to the improvement of Public Health situation, especially for the poor, marginalized and excluded segment of the society of Bangladesh.

Being an adaptive learning and rights-based organization, NGO Forum is committed to contribute to the promotion of Public Health through providing facilities and services in safe WatSan, hygiene, health care and environmental issues. Keeping this focus NGO Forum utilizes its vast experiences and works as development partner with all concerned government bodies, LGIs, NGOs, CBOs, private sector, civil society, media, national and international agencies, development partners and other stakeholders.

With a committed and competent work-force, and strong network, NGO Forum strives to bring an enabling environment by complementing the implementation of all relevant national policies.



## Goals

- Contributing to poverty alleviation focusing on reducing morbidity and mortality
- Ensuring access to safe water, environmental sanitation and health care services and facilities
- Promoting sustainable environment in adaptation to climate change

## Core Values

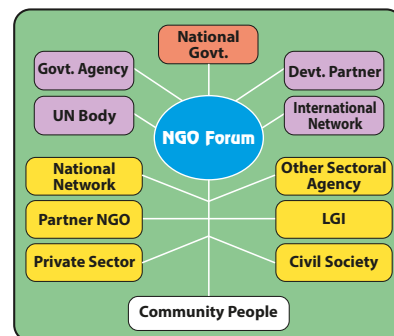
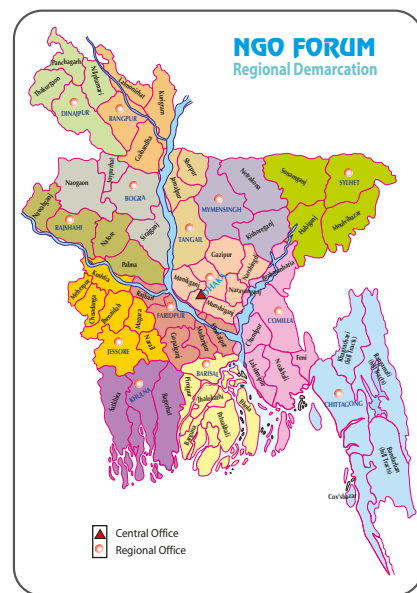
- Concern for the children, poor and disadvantaged
- Respect for people's rights & human dignity
- Gender & equality
- Inclusiveness
- Professionalism
- Adaptive learning & innovation
- Good governance
- Networking & partnership

## Programme Implementation Approach

- Operate in line with the relevant national policies
- Institution building of the partners for environment, health & WatSan promotion as human rights
- Integration of climate-resilient hardware and software services
- Community management in promotion of services
- Gender sensitive programme intervention
- Focus on the poor in hard-to-reach & disadvantaged communities in line with the *Pro Poor Strategy*
- Demand responsive & decentralized services ensuring good governance
- Participation & cost-sharing by community through ability to pay analysis
- Ownership to the community to ensure sustainability of the facilities
- Beef up supporting and complementing the national initiatives in the relevant sectors

## The Network

NGO Forum maintains a nation-wide working structure to facilitate the supports in a decentralized fashion. Through its working structure in communion with around 191 UPs and 850 partner NGOs & CBOs, NGO Forum's entire working area is encompassed into 14 Regions with administrative and management set-up at each of the Regional Offices. In line with its mandate NGO Forum maintains a dynamic network with all relevant national and international agencies and stakeholders ranging from the policy-makers and civil society to the resource sharing partners.





# Chapter 2

# The Year in Review

## Programmatic Focus

*Promotion of WaSH governance in hard-to-reach rural settings remains the prime focus of NGO Forum as it faced a politically turbulent year. Despite the tense situation WaSH promotion was continued with the cooperation of LGIs and under leadership of the Union Parishads across the working areas consisting of 129 unions.*

*Under the WaSH governance domain, NGO Forum facilitated reforming of 407 Ward WatSan Committees, 47 Union WatSan Committees and 21 UP WaSH Standing Committees in 2013. Pro-poor and equity-focused allocation & distribution of WaSH services were emphasized in the UP service delivery through the activation of the Committees.*

## Journey towards Inclusion

In 2013, NGO Forum pin-pointed the notion of hard-to-reach towards a more viable definition to adequately address the pro-poor WaSH service delivery and ensure better implementation of the *National Strategy for Water and Sanitation Hard to Reach Areas of Bangladesh 2012*. Under the organizational advocacy campaign Right to WatSan: Get It for All, this year the Forum advocated in favor of the population slipped away from having access to government services and living below the poverty line in the hard-to-reach areas. The slipped away population has been categorized under geophysically unreached, economically poor, vulnerable women, socially excluded and climate victim segments. Thus, inclusion and equity were the added dimensions to hard-to-reach WaSH governance.



## Budget Advocacy

All the UPs in NGO Forum's working areas were brought into open budgeting practice following the *Local Government (Union Parishad) Act, 2009*. This has been contributing to ensure pro-poor and demand-responsive service delivery by the UPs especially in the area of WaSH promotion. In the fiscal year 2013-'14, budget analysis of WaSH allocation of 106 UPs indicated that 39% was increased in WaSH allocation while increase in the total budget was 29%. NGO Forum has also been tracking the UP budget allocation and utilization in the provision of WaSH.

## UP Open Budgeting 2013-'14: An Analysis

No. of UPs Organized Open Budget	106
Total Budget of 106 UPs	Tk. 752,144,920
Total Budget Increased (2013-'14)	Tk. 167,095,179 (29%)
No. of UPs Marking Increased Budget	98
No. of UPs Marking Decreased Budget	7
No. of UPs Marking Unchanged Budget	1
WaSH Allocation of 106 UPs in 2013-'14	Tk. 71,026,048
Increased in WaSH Budget in 2013-'14	Tk. 20,029,759 (39%)
No. of UPs Marking Increase in WaSH Budget	78
No. of UPs Marking Decrease in WaSH Budget	13
No. of UPs Keeping WaSH Budget Unchanged	11
No. of UPs Marking No Provision for WaSH	1
No. of UPs Newly addressed WaSH Provision	3

## Promotion of WaSH at Urban Settings

In 2013, NGO Forum continued to promote WaSH in the urban slums of Dhaka and Mymensingh. Under the provided services the service providers have been gradually showing more sensitivity towards addressing water supply services at the slum levels. WASA, the service provider for water supply are gradually improving their services in the slums. WASA and user groups have been more interactive on billing, payment, service quality, etc. Total of 70 WatSan options were supported for 60 primary schools in Dhaka and Mymensingh districts where 23 facilities were new latrines, 18 for new water options and 29 for latrine repairing.



**Developing Earth-quake Resilience-** This has been a new arena under the urban WaSH programme for NGO Forum through NAARI consortium. Advocacy initiatives through collaboration meetings were conducted with Dhaka Metropolitan Police as specialized emergency response agency. Consultation with House Building Research Institute was also done to develop a monitoring mechanism for the effective application of the revised Bangladesh National Building Code.

## Addressing Health & WaSH Synergy

Arsenic mitigation programmes were carried out in 75 unions of 26 upazilas across 22 districts. Total of 40 health camps were organized in collaboration with the Upazila Health Complex and PNGOs. Training on Arsenicosis Patient Management was provided to Health Practitioners. A total of 317 arsenicosis patients were identified and provided with medical treatment; while interest-free loan of Tk. 20,000 were provided to 15 patients.



Awareness on menstrual hygiene issue and related reproductive health of women and adolescent girls were addressed through separate hygiene sessions with them across the working areas. Separate latrine chamber with menstrual hygiene facilities was constructed to promote Menstrual Hygiene Management.

Knowledge and awareness on Water Safety Plan was transmitted among the community people. Installed



water supply technologies and Tubewells in particular were tested to ensure bacteria, arsenic and iron-free safe water to communities. The screening covered 59 unions under 25 upazilas of 25 districts under the hard-to-reach areas.

## Technological Innovation

Finding the context-appropriate and viable water supply and hygienic sanitation options for the climate vulnerable hard-to-reach regions has been a continuous process for NGO Forum. Number of modified and renovated technologies were promoted in the working areas serving these purpose. This year, a total of 561 context-specific water supply options were installed while another 636 repaired benefiting 77,129 people of 14,430 households. Desalination Plant with Reverse Osmosis, Integrated Pipe-line Water Supply System with Rain-water Harvesting, Surface Water Treatment Plant, etc were some of the high-end water supply options initiated in 2013. In the area of hygienic sanitation, a total of 2,209 sanitation options were promoted to 2,159 poor & disadvantaged households benefiting 122,670 people. The modified/renovated sanitation options were Modified Eco-san Toilet, Raised Pit Latrine, Bottom-seal Latrine, Partially Leached Treat Latrine, Biogas-equipped Latrine, Disable-friendly Latrines, etc.



## Area Coverage

Region	District	Upazila	Intervened Union	Village Covered	Household Covered	Population		Total
						Male	Female	
Barisal	4	5	22	343	43,972	92,644	93,680	186,324
Bogra	3	6	33	790	63,340	155,099	141,015	296,114
Chittagong	4	4	5	118	26,428	59,384	55,021	114,405
Comilla	3	3	9	58	49,308	130,430	125,556	255,986
Dhaka	6	13	25	308	60,807	158,242	152,344	310,586
Dinajpur	1	3	8	188	41,496	92,906	91,656	184,562
Faridpur	3	4	8	203	33,802	84,787	84,021	168,808
Jessore	2	4	29	438	61,193	140,825	132,514	273,339
Khulna	2	3	7	109	32,283	72,682	69,815	142,497
Mymensingh	2	3	8	68	32,396	80,331	73,748	154,079
Rajshahi	2	3	8	291	50,846	121,531	120,871	242,402
Rangpur	3	3	7	74	32,350	73,607	70,733	144,340
Sylhet	1	2	8	190	32,788	103,747	102,867	206,614
Tangail	3	4	14	200	51,810	136,591	134,010	270,601
Total:	39	60	191	3,378	612,819	1,502,806	1,447,851	2,950,657

### Enhancing Stakeholders' Capacities

NGO Forum facilitated several training programmes directed to enhance capacities of local partner NGOs, UPs, staff and local allies in the areas of operation, programme, financial management and so on. In 2013, a total of 4,747 individuals from these categories were brought under technical and human skill development within the capacity building component. Among



them 682 were PNGO and field level staff, 3,747 community people and 318 were representatives of the LGIs. The Forum maintained liaison with the NILG and utilized its training approach, materials and strategy in the training activities for the

UPs. Apart from these, tailor-made training programmes were carried out for various INGOs, private sector and different ministries of the GoB.

### Mainstreaming Gender

Following the 3<sup>rd</sup> revision of its *Gender Policy* NGO Forum brought a clearer direction for mainstreaming gender into its organizational and programmatic areas. Throughout its programme intervention, NGO Forum ensured women beneficiaries' active participation in the planning, implementation and monitoring. Women's representation in the CBOs was 33% while 8% acquired the leading positions in the Committees. Women beneficiaries have been involved in procurement, production, marketing, site selection, installation and management of hardware supports provided in the communities. Active involvement of women members



in the UP WaSH related committees was ensured. Priority for women folk was strictly maintained in each component of programme intervention. WatSan technologies were also designed in a gender-friendly manner with priority to vulnerable women-headed households.

### Surveillance of Water Quality

NGO Forum's Water Quality Laboratory rendered top quality water testing services in the sector covering 29 types of parameters. The major focus in 2013 regarding the surveillance of water quality was on water



quality testing services at field level and in the Laboratory, Tubewell screening, MicroKit production, advocacy & promotional activities to promote safe water supply and Water Safety Plan, introducing Portable Water Treatment Plant, etc. In 2013, water samples covered 1,321 water points of 75 unions under 26 upazilas of 22 districts under NGO Forum's project provision. The tests revealed that water of 40% of the sample Ring-wells/Dug-wells, 49% of Shallow



Tubewells and 47% of Deep Tubewells were contaminated with iron; 19% of RWHs, 20% of sample PSFs and 46% of Ring-wells/Dug-wells were contaminated with TC/FC; and

4.7% of the sample Deep Tubewells were found to be contaminated with arsenic. However, necessary measures were taken under NGO Forum's programme intervention. A number of INGOs, sectoral agencies also used the water quality testing services of the Laboratory.

### Networking

In 2013, NGO Forum maintained active networking with CANSA, CFGN, FANSA, WSSCC, BWIN, BWP, SCO-B Partners' Gender Platform, WaSH Cluster, IRC, WSP-The World Bank and many others. As part of networking and a committed member of the HLP, the Forum continued linking the UP best practices within its working areas. 7 best practices were identified and validated to be scaled up by other UPs and actors in the sector. Various grassroots programmes were conducted through collaboration with the union and upazila level LGIs.

### Transmitting Knowledge

The monthly e-newsletter *The Resource Spring*, *e-WatSan Bulletin*, *Pani Probaha*, quarterly newsletter *WatSan* were collection of sectoral learning & updated information developed and disseminated by the Forum. An Online Library Information System is in place that met the sector-relevant information requirements of the users. An online Public Health Database was maintained throughout the year. Regular in-house knowledge sessions continued contributing to enhance conceptual knowledge of staff on the WaSH, health and environment sector's burning issues.



# Summary of Performance 2013

Sl. No.	Activity	Target	Achievement	No./Beneficiary
<b>A.</b>	<b>Software Service</b>			
	<b>Advocacy:</b>			
1.	Policy Advocacy	3Nos.	3Nos.	Uncountable
2.	Media Advocacy			
	- Advocacy Campaign through Print Media	7 Nos.	14 Nos.	Uncountable
	- Advocacy Campaign through Electronic Media	3 Nos.	3 Nos.	Uncountable
	Environment & WatSan Fair	12 Nos.	12 Nos.	Uncountable
	Advocacy/Collaboration with LGIs & Stakeholders	2,356 Nos.	2,356 Nos.	26,792
	Collaboration with UP and CBOs for Open Budgeting	106 Nos.	106 Nos.	16,504
	Advocacy at Upazila Level	52 Nos.	52 Nos.	3,168
	Rooted Advocacy	47 Nos.	47 Nos.	1,257
	Advocacy Material Package	1000 Nos.	1,300 Nos.	1,300 Nos.
	UP Citizen's Charter	59 Nos.	59 Nos.	Uncountable
	Promoting HLP through LGIs and Relevant Stakeholders	2 Nos.	4 Nos.	138
	Exchange visit involving LGIs & local Stakeholders	2 Nos.	2 Nos.	51
	Health Camp on Arsenicosis & Water-borne Diseases	40 Nos.	40 Nos.	1,612
	Sensitization Meeting between LGI-NGO for WaSH Promotion	3 Nos.	3 Nos.	126
	<b>Information Management &amp; Dissemination:</b>			
1.	National Seminar & Workshop on Strategic Issues	9 Nos.	9 Nos.	617
2.	Observance of National & International Day/Month	40 Nos.	40 Nos.	7,761
3.	Annual Programme Review Meeting / Knowledge Sharing Events	18 Nos.	18 Nos.	428
4.	TV-Talk-Show	3 Nos.	3 Nos.	Uncountable
5.	Newsletter (Bangla & English) & e-WatSan Bulletin	44 Issues	37 Issues	198,000
6.	Poster on World Water Day	1 Type	1 Type	35,000
7.	Annual Report	1 No.	1 No.	1,500
8.	National Seminar Report	1 No.	1 No.	700
9.	Project Brochure	1 No.	1 No.	10,000
	<b>Training:</b>			
1.	Human Skill Development	205 Nos.	206 Nos.	4,571
2.	Technical Skill Development	8 Nos.	8 Nos.	176
	<b>BCC Material:</b>			
1.	Water Technology Operation/Caretakers' Manual	5 Type	5 Type	1,500
2.	Flash Card on motivation for safe WatSan and hygiene practices	1 Type	1 Type	1,000
3.	School Material Package for awareness on WatSan & hygiene facilities	1 Type	1 Type	500
4.	Bill Board/Wall Board (Tin Plate)	3 Types	3 Types	203
5.	Display Chart	1 Type	1 Type	200
6.	Hygiene Promotion Package	1 Type	1 Type	1,275
7.	Poster	9 Types	9 Types	130,000
8.	Booklet on Religious Leader to improve WatSan situation	1 Type	1 Type	1,000
	<b>Promotional Activity:</b>			
1.	VDC Formation	531 Nos.	531 Nos.	25,900
2.	VDC Meeting	6,672 Nos.	6,672 Nos.	81,697
3.	School WatSan Programme	154 Nos.	154 Nos.	37,223
4.	Religious Leaders' Orientation & Mosque-based Discussion	3,327 Nos.	3,327 Nos.	458,246
5.	Hygiene Session with Female/Male/Mixed Groups	4,255 Nos.	4,254 Nos.	59,724
6.	Meeting with UWC/WWC/UDMC	2,344 Nos.	2,043 Nos.	27,280
7.	Popular Theatre/Folk-song/Rally/Miking	214 Nos.	215 Nos.	87,008
8.	Community Meeting at Village/Ward Level	196 Nos.	228 Nos.	3,386
9.	Teachers' and School Management Committee Orientation	47 Nos.	47 Nos.	934
	<b>Arsenic Mitigation:</b>			
1.	Screening of Tubewell (As. Field Testing)		14,280 Nos.	-
2.	Water Quality Testing in Laboratory		7,474 Nos.	-
<b>B.</b>	<b>Hardware Supports</b>			
	<b>Water Supply:</b>			
1.	Deep Tubewell/Deep-set Pump & Shallow Tubewell	363 Nos.	363 Nos.	28,362
2.	Alternative Water Options	198 Nos.	198 Nos.	17,975
3.	Repairing of Water Technologies	636 Nos.	636 Nos.	30,792
	<b>Sanitation:</b>			
1.	VSC Run by Partner NGO/Private Entrepreneur	-	441 Nos.	1,13,129
2.	Latrine Installed	-	142,410	744,889
3.	School Latrine Installed	63 Nos.	63 Nos.	33,672

## NGO FORUM'S INTEGRATED PROGRAMME

### Hardware Supports

Consists of MATERIAL SUPPORT to improve WatSan, Environment & Health situation e.g.

- a. WatSan Technological Options
- b. Essential Health Services & Facilities
- c. Green Technologies & Services

### Software Services

Comprises of all the SERVICES needed to enhance capacity of the local organizations and sensitize the policy-makers, implementers, LGIs, private sector, media representatives, civil society and the community people.

Advocacy & Information Services	Training	Community Mobilization	Development Communication	Env. Mgt. & Public Health	Research	Resource Centre Services	Monitoring & Evaluation
<ul style="list-style-type: none"> <li>a. Advocacy on policy &amp; Strategic issues</li> <li>b. Information Services               <ul style="list-style-type: none"> <li>- Processing &amp; dissemination</li> <li>- Documentation of success &amp; learnings</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>a. Human Skill Development Training</li> <li>b. Technical Skill Development Training</li> </ul>	<ul style="list-style-type: none"> <li>a. Sensitization of Partners</li> <li>b. Sensitization of Community Allies</li> <li>c. Promotion of Mass Awareness</li> </ul>	<ul style="list-style-type: none"> <li>a. Communication with Stakeholders</li> <li>b. Development of IEC &amp; BCC Materials</li> </ul>	<ul style="list-style-type: none"> <li>a. Awareness on Climate Adaptation &amp; Disaster Preparedness</li> <li>b. Sensitization on WatSan &amp; Public Health</li> <li>c. Provision of Technical know-how</li> <li>d. Environmental Impact Assessment (EIA)</li> </ul>	<ul style="list-style-type: none"> <li>a. Descriptive Research</li> <li>b. Associational Research</li> <li>c. Interventional Research</li> </ul>	<ul style="list-style-type: none"> <li>a. Knowledge Broker &amp; Clearing House</li> <li>b. Information &amp; Documentation Archive</li> <li>c. Capacity Development</li> <li>d. Knowledge Development &amp; Collaborative Programme</li> </ul>	<ul style="list-style-type: none"> <li>a. Participatory Monitoring</li> <li>b. Result-based Monitoring</li> <li>c. Evaluation of Programme Outcome</li> </ul>

# Software Services



*Public Health especially for the hard-to-reach population. Software services, hence, are contributing towards organization's efforts in that direction besides complementing to the sustainability of the hardware support provided. The Software Services are also constantly equipped in line with the developments in the sectoral policies, regulations and acts.*

*As an adaptive learning organization and an apex networking body in the WaSH sector, NGO Forum goes through a continuous process of analyzing sectoral needs, challenges and concerns to ensure WatSan rights for all with equity at central focus. The process requires better understanding of the interacting actors, programme approaches, working strategies, capacity development & institutionalization, information and knowledge sharing, awareness raising & mobilization at local level, and so on. Promotion of demand-responsive pro-poor WaSH service delivery requires a blend of software services addressing these issues to reach to the target stakeholders and desired goal. The organization's recent works have been more focused on promoting WaSH governance for improved*

NGO Forum's Multi-faceted Software Services package comprises of the following components:

- [Advocacy & Information Services](#)
- [Training](#)
- [Development Communication](#)
- [Promotional Activities](#)
- [Arsenic Mitigation](#)
- [National Resource Centre](#)



# Advocacy & Information Services

*In line with the National Strategy for Water and Sanitation Hard to Reach Areas of Bangladesh 2012, 'Hard to Reach' under NGO Forum's intervention firstly means difficult physical communication with the respective areas like chars, haors, exposed coastal areas, hills, flood-prone and extreme drought zones. Another option is population slipping from the development actions due to poverty, physical disability, social exclusion, gender discrimination, climate vulnerabilities, etc. Upholding its commitment to the disadvantaged people's right, NGO Forum has been running its advocacy campaigns 'Right to WatSan - Get It for All' and 'Be Beside the Hard-to-Reach'. During the year, under its Advocacy Campaigns, voice for creating separate budget line for WaSH in the national budget and increasing WaSH budget in favour of the hard-to-reach was raised in different platforms. Activation of the Sanitation, Water Supply and Sewage*

*Standing Committees, displaying of Citizens' Charter, conduction of UP open budget, increased involvement of the community people in WaSH service promotion activities of the LGIs, placing of WatSan demands to the UPs by VDCs through WWC & UWC, etc were significant achievements in promotion of WaSH maintaining governance & transparency.*

*Regular and updated information flow between field and central level was maintained round the year. Developing and distributing of case study documentation, newsletters, bulletins, flyers & other publications, media advocacy, event reports & news preservation and distribution, processing of relevant information, etc helped to deliver organizational & sectoral information to national and international stakeholders.*



## Advocacy Services

Advocacy and networking of NGO Forum reached different stakeholders from policy level to the hard-to-reach on WaSH policy, budget, vulnerability, disaster management, gender, disability, urban poor, equity,

etc issues round the year. The policy advocacy initiatives were conducted to sensitize the policy level regarding WatSan rights of the deprived people living in the extremely disadvantaged zones, in a diverse geophysical and socio-economical condition.

Experience sharing Workshops centering open budget analysis of UPs; Roundtable Discussion with Sylhet City Corporation; Mass-media Collaboration programmes and field visits, TV Talk-shows centering issues like WatSan rights, national WaSH budget, environmental





consequences, WaSH governance, etc were conducted. As a result of regular collaboration with the media, approximately 882 news items



were published as 6 national leading newspapers were taken into content analysis. NGO Forum also conducted advocacy initiatives on urban issues like disaster preparedness and ensuring WaSH service for the slum dwellers. In this regard meetings were organized with DCC, WASA, Dhaka Metropolitan Police, House Building Research Institute, and others.

At the district and upazila level, advocacy initiatives were made with the District and Upazila Administrations, Health Complexes, District & Upazila Sanitation Taskforces, etc. Various advocacy meetings at



union and upazila level helped to enhance the coordination among the UP committees, other service providers and WaSH actors at upazila and union level. NGO Forum organized and participated in relevant national & international

Day observance programmes at both national and regional level. The organization took part in the national programme of the *World Health Day* and decorated road islands with health messages. *World Environment Day* was celebrated through putting up stalls demonstrating environment-friendly WaSH technology models, IEC/BCC materials while Rallies were organized at upazila level. *National Sanitation Month 2013* was observed organizing Rallies and Meetings at UP level. *World Human Rights Day*, *World Refugee Day*, *Global Hand Washing Day*, etc were also observed at central & local level by organizing and participating in different events. The Days were observed in collaboration with national and local level administration, relevant government agencies, PNGOs, media, civil society members and other relevant stakeholders. Environment and WatSan Fairs were held in collaboration with the district to upazila level administration, relevant government offices, NGOs and civil society representatives. Presence of Deputy Commissioners, UNOs, Upazila & Union Parishad Chairmen and members in different events from Open Budget to Environment & WatSan Fairs increased ties among the stakeholders. *Inclusion* was at the centre point of regional level advocacy as well.



Union Parishads, Union and Ward WatSan Committees, Union Disaster Management Committees, CBOs, CSOs, etc

were at the centre of rooted advocacy. Monitoring WatSan activities at union level, displaying of Citizens' Charter at UP premises, taking part in the community situation analysis and social auditing, and spending monthly progress reports to WatSan Committee/DPHE/UNO Office, etc have been practiced by the UPs and relevant UP committees as a part of promoting governance and transparency. Exchange visits were organized for LGI officials, PNGO representatives, VDC members, media personals and other relevant stakeholders to encourage them to replicate UPs' good practices in their respective areas. As a result of the year-long advocacy initiatives, UWC, UDMC, WWC were found conducting regular meetings recording and preserving resolutions, and preparing work plans for WaSH activities in the selected unions. A total of 1,290 applications demanding WatSan services for the hardcore poor and hard-to-reach groups were submitted to the UPs in the year 2013. Special efforts were made for activating the UP WaSH Standing Committees.

In the ground of budget advocacy, NGO Forum helped different hard-to-reach unions to conduct open budget sessions where disadvantaged people raised their WaSH & health demands. As a part of rooted advocacy, Moulvibazar District became the first ever district of the country where open budget session of the Union Parishad 2013-14 was held in all of the 67 unions under the district. Through analyzing open budgets of 106 UPs it was found that the sensitized UPs increased allocation for WaSH services for the hardcore poor than earlier times. WatSan committees were found relevantly responding to community's WaSH budget demands.

## Collaboration Meeting with UPs & Local Stakeholders

Region	No. of Activity	Participant		Total
		Male	Female	
Barisal	15	237	33	270
Bogra	25	360	74	434
Comilla	9	224	71	295
Chittagong	5	110	25	135
Dhaka	9	245	81	326
Dinajpur	8	186	41	227
Faridpur	8	211	66	277
Jessore	20	335	54	389
Khulna	7	191	37	228
Mymensingh	8	189	38	227
Rajshahi	8	184	45	229
Rangpur	7	171	45	216
Sylhet	8	211	36	247
Tangail	8	232	43	275
<b>Total</b>	<b>145</b>	<b>3,086</b>	<b>689</b>	<b>3,775</b>

## Environment and WatSan Fair

Region	No. of Activity	Participant		Total
		Male	Female	
Barisal	1	341	159	500
Bogra	1	1,370	923	2,293
Comilla	1	572	435	1,007
Chittagong	1	786	688	1,474
Dhaka	1	2,287	1,121	3,408
Dinajpur	1	5,000	6,000	11,000
Faridpur	1	2,374	2,032	4,406
Khulna	1	3,352	1,710	5,062
Mymensingh	1	3,513	1,668	5,181
Rajshahi	1	1,756	1,968	3,724
Rangpur	1	930	1,298	2,228
Sylhet	1	1,083	776	1,859
Tangail	1	5,256	2,135	7,391
<b>Total</b>	<b>13</b>	<b>28,620</b>	<b>20,913</b>	<b>49,533</b>



Intensive advocacy centering inclusion, a Khasia community living in the remote hard-to-reach hilly lands called *Lutijuri Punji* came under safe water facilities ensured by DPHE as duty bearer. The initiative has



been an exemplary one on the ground of WaSH governance as it actively engaged stakeholders ranging from the community itself to the administration and moved through all the relevant



line agencies to finally acquire a RWHS for *Lutijuri Punji*.

NGO Forum and its selected PNGOs participated regularly in the Horizontal Learning Programme where 18 good practices from six agro-ecological zones of Bangladesh i.e. coastal belt, *haor*, *char*, drought-prone, flood-prone and hilly areas under NGO Forum's



intervention were identified. As many as 2 exchange visits under the HLP were held where UP representatives, VDC members, journalists and local allies visited other UPs and got the chance to physically witness some of the good practices, exchange experience with each other and became sensitized to replicate those in their respective areas.





### Observance of Sanitation Month at UP Level

Region	No. of Activity	Participant		Total
		Male	Female	
Barisal	3	103	9	112
Bogra	5	320	246	566
Comilla	4	599	526	1125
Dhaka	4	278	312	590
Dinajpur	4	243	58	301
Faridpur	4	211	103	314
Khulna	4	122	36	158
Mymensingh	4	519	163	682
Rajshahi	4	373	325	698
Rangpur	3	100	46	146
Sylhet	4	297	181	478
Tangail	4	272	209	481
<b>Total</b>	<b>47</b>	<b>3,437</b>	<b>2,214</b>	<b>5,651</b>

### Meeting & Rally in Observance of National/International Days

Region	No. of Activity	Participant		Total
		Male	Female	
Barisal	3	110	15	125
Bogra	3	477	249	726
Chittagong	3	198	104	302
Comilla	3	207	59	266
Dhaka	3	178	91	269
Dinajpur	3	502	360	862
Faridpur	3	225	70	295
Jessore	2	319	216	535
Khulna	3	379	251	630
Mymensingh	3	568	320	888
Rajshahi	3	474	197	671
Rangpur	2	138	127	265
Sylhet	3	497	363	860
Tangail	3	654	413	1067
<b>Total</b>	<b>40</b>	<b>4,926</b>	<b>2,835</b>	<b>7,761</b>



As a part of its national & global advocacy and networking NGO Forum maintained its partnership successfully with FANSA, WSSCC, BAWIN, GWP, BWP, STREAMS, WIN, SKAT, IRC, SCO-B Partner's Gender Platform, WaSH Cluster, CFGN, UNICEF,



WSP-The World Bank, WaterAid, FNB, BPEN, CANSA and Disaster Forum through regular contacts and sharing. The organization also participated in the Switzerland-Bangladesh Development Fair as part of its networking.

### Advocacy Initiatives at a Glance

Sl. No.	Activities	No. of Activity	Participant		Total
			Male	Female	
1	Policy Advocacy at National Level	3	252	35	287
2	Media Advocacy	14	263	35	298
3	Environment and WatSan Fair	13	28,620	20,913	49,533
4	Collaboration Meeting with UPs & Local Stakeholders	145	3,086	689	3,775
5	Exchange Visit Involving LGIs and Relevant Stakeholders	2	43	8	51
6	Upazila Advocacy Meeting/Consultation	52	2,536	632	3,168
7	Advocacy Meeting with UWCs & WWCs	47	1,157	313	1,470
8	Collaboration with UPs and CBOs for Open Budgeting	106	12,419	4,085	16,504
9	Collaboration with Union Disaster Management Committee	47	1,089	309	1,398
10	Health Camp on Arsenicosis & Water-borne Diseases	40	762	850	1,612
11	Sensitization Meeting Focusing LGI-NGO Coordination for WaSH Promotion	3	121	5	126
12	Rooted Advocacy for Sensitizing Service Providers	47	1,023	234	1,257
13	Promoting HLP through LGI & relevant Stakeholders	4	57	30	87

## Information Services

### Interpersonal Media

NGO Forum and its partners celebrated the World Water Day and launching of the year 2013 as the International Year of Water Cooperation all around Bangladesh with the spirit of the UN theme Water Cooperation by organizing Seminar at national level, Symposia & Rallies at regional level, and so on.

For effective conduction of the programmes and enhancing knowledge on advocacy issues and approaches 3 Strategic Workshops were organized involving relevant officials from central and regional level. Besides, a new Governance-based project upholding the objective to ensure governance and capacity building of the LGIs through WaSH promotion in the hard-to reach areas was launched in 2013. Annual Programme Review & Planning governance-based

project upholding the objective to ensure governance and capacity building of the LGIs through WaSH promotion in the hard-to-reach areas was launched in 2013. Annual Programme Review & Planning Meeting involving relevant staff from

Central and Regional Offices, PNGOs were held with an objective to review the progress, challenges and success of the previous year and prepare the annual plan of operation for the next year.

#### Symposium & Rally on World Water Day

Region	No. of Activity	Participant		Total
		Male	Female	
Barisal	1	42	7	49
Bogra	1	89	31	120
Comilla	1	59	14	73
Chittagong	1	127	64	191
Dhaka	1	44	15	59
Dinajpur	1	49	13	62
Faridpur	1	200	114	314
Jessore	1	70	20	90
Khulna	1	199	119	318
Mymensingh	1	90	80	170
Rajshahi	1	73	12	85
Rangpur	1	94	37	131
Sylhet	1	49	29	78
Tangail	1	130	35	165
Total	14	1,315	590	1,905



### Print Media

An Advocacy Material Package consisting of folder, flyer, desk calendar, note book and a pen was developed focusing the ongoing Advocacy Campaign. The product contained advocacy messages centering the impact of insufficient WaSH facilities on the lives and livelihood of the hard-to-reach and their demands for establishing access to safe WatSan services. A case study document titled *Being Beside the Hard-to-Reach* was published and distributed where success stories regarding activation and proper functioning of WatSan committees, involvement of community in WaSH management, governance practice by the UPs, etc were described. A Special Supplement was published in a national Daily on World Water Day. Other print materials developed and circulated include the *Annual Report 2012*, National Seminar Report, Quarterly English Newsletter *WatSan*, Quarterly *GTF Bulletin*, Brochure, etc.





## Audio-visual & E-media

TV Talk-show involving sector experts produced and telecast centering the advocacy campaign *Right to WatSan – Get It for All*. Where equitable water and cooperation; budget provision in water and sanitation-necessity; expectation and reality were focused.

To ensure regular information flow, event-focused and important news, features, articles and sector related information on WatSan, health, environment, poverty indicators, women's vulnerabilities and advancement, children, disability, climate change, etc were collected and preserved

regularly. Striking newspaper clippings were disseminated among important stakeholders at international, national and regional level through e-mailing, uploading in the organizational website & facebook page of NGO Forum, and publishing in the *e-WatSan Bulletin*.



### Information Services at a Glance

SL. No.	Activities	No. of Activity	No./Beneficiaries
1	Observance of World Water Day at Central Level	1	223
2	Observance of Sanitation Month at UP Level	47	5,651
3	Observance of Days relating to WatSan & Environment	21	4,462
4	Observance of World Refugee Day	1	35
5	World Human Rights Day	13	1,008
6	Symposium & Rally on World Water Day	14	1,905
7	Experience Sharing / Strategic Workshop	8	394
8	Regional Knowledge Sharing Events / Annual Programme Review Meeting	18	428
9	TV Talk-show	3	Uncountable
10	Newsletter (Bangla & English) / <i>e-WatSan Bulletin</i> / <i>e-Resource Spring</i>	37	198,000
11	Poster on World Water Day	1	35,000
12	National Seminar Report on World Water Day	1	700
13	Annual Report	1	1,500
14	Project Brochure	1	10,000

# T raining

*To motivate and build-up the competence of its partners, LGI representatives, civil society representatives, community allies, private sector operators, entrepreneurs, and beneficiaries NGO Forum delivers its training services in an efficient and structured mechanism. In the year 2013, under its Human Development Training courses NGO Forum emphasized the areas of WaSH, WatSan rights, gender mainstreaming, governance, planning, leadership, organizational management, disaster management, PHAST approach, advocacy & networking and so on. Different technical issues like installation, operation and maintenance of WatSan technologies, area-specific WatSan technologies, water*

*quality, WSP, and so forth were covered under its Technical Skill Development Training courses. The capacity building of hard-to-reach people ensuring their rights to WatSan and governance in WaSH was the main focus of NGO Forum training services during the year 2013. Besides the regular training courses, NGO Forum organized different Tailor-made Training courses. To ensure the effective conduction of the training courses, alongside its existing modules & manuals, NGO forum developed different training modules, manuals and materials under its regular training courses as well as according to the demand of different organizations.*



## Human Skill Development Training

With a view to capacitating Partner NGO's staff, representatives of Local Government Institutions, private sector actors, civil society organizations and community people to implement rights-based and demand-responsive services, NGO Forum conducted Human Skill Development Training courses in the year 2013.

Sustainable WaSH and Public Health; Right to WatSan; Governance in WaSH; Participatory Hygiene and Sanitation Transformation (PHAST); Disaster Risk Reduction (DRR); People's Participation Process; Gender & Development; Open Budget Facilitation; Promotional Tools and Techniques of Message Dissemination; Horizontal Learning Programme (HLP); Advocacy & Rights; Cultural

Performances through Folk-media and so on were the main focusing areas under the Human Skill Development Training courses.

A total of 206 Human Skill Development Training courses were organized where 4,621 participants participated. Among them 2,666 were female and 1,955 were male participants. The issues covering target groups under

the different Human Skill Development Training courses conducted in 2013 are mentioned below:

### Training Issues for Union Parishad and Union Disaster Management Committee

- Sustainable WaSH
- Disaster Preparedness & Management
- Horizontal Learning Program
- Finance Management and Procurement

### Training Issues for Partner NGO Staffs

- Supportive Supervision & Monitoring
- Participatory Hygiene and Sanitation Transformation (PHAST)
- Social mobilization and people's participation
- Community-managed Sustainable WaSH
- Communication & Facilitation



### Training Issues for Local Cultural Groups, CBOs & CSOs

- Motivation & Development on WaSH
- Advocacy & Rights



## Technical Skill Development Training

The partner NGO staff, the private sector operators and the community people were imparted with technical skills and knowledge regarding implementation, operation and maintenance of WatSan technologies. NGO Forum imparted different Technical Skill Development Training courses including Training on Low-cost Latrine Production; Alternative Safe Water Supply Technology Installation; Arsenic Mitigation and Water Quality Testing to capacitate the target

audience on way to promote environment-friendly WatSan technologies. These courses equipped the field staff and the respective community groups towards ensuring the smooth functioning of the water & sanitation facilities and maintaining safety measures of drinking water. Training on Alternative Safe Water Technologies for Private Masons; Innovation and Production of Low-cost Latrine Production; and Arsenic Mitigation and Water Quality were organized under the Technical Skill Development Training courses during 2013.



Human and Technical Skill Development Training Participants

Training Received	Male	Female	Total
Local Government Institutions	264	54	318
Partner NGO Staff / Field Staff	469	213	682
Community People	1,420	2,327	3,747
<b>Total</b>	<b>2,153</b>	<b>2,594</b>	<b>4,747</b>

## Tailor-made Training

NGO Forum conducted customized training courses for different organizations in WaSH sector which consists of course designing, developing and implementing according to the requirement and specifications as per demand of service recipients. In the year 2013, NGO Forum organized 3 training courses on community-managed sustainable WaSH; and Participatory Hygiene and Sanitation Transformation (PHAST) for World

Vision Bangladesh where the courses brought 60 participants covering 31 female and 29 male participants.





## Post Training Activities

In order to measure the effectiveness of the conducted training courses NGO Forum instigated post training activities like follow-up, monitoring and different refresher courses this year. Through these activities NGO Forum assessed the performance and progress of the trained participants as well as the effectiveness of the training courses. Different techniques such as observation, interview, field visit, meeting, document review, etc were



used for this purpose. Refresher courses were also organized to review and update the skill of the trainees and solve the problems they face at the place of their work.



## Training Modules, Manuals and Materials

NGO Forum developed different training modules, manuals and materials under its regular training courses as well as according to the demand of different organizations. These covered the topics such as, supervision & monitoring; disaster-resilient sustainable WaSH; PHAST; financial and procurement management; folk media and culture, etc for different target groups in the year 2013.



Training Module/Manual Developed

Module/Manual Topic	Target Group
Supportive Supervision and Monitoring	NGO Staff & Programme Facilitator
Community Mobilization & People's Participation	Extension Worker & NGO Staff
Communication and Facilitation Skills Development	Field Facilitator, Extension Worker & NGO Staff
Disaster-resilient Sustainable WaSH Development	UDMC, UWC
Training on PHAST	Extension Worker & NGO Staff
Finance Management and Procurement	UP Secretary & Member
Folk Media and Culture Development for WaSH	Theatre and Cultural Groups



# Development Communication

NGO Forum's Development Communication plays a significant role in communicating directly to the grassroots people and catalyzing in change of knowledge, attitude and practice (KAP) of people towards health, WaSH and environmental development. With a view to contributing in the process of raising awareness and capacitating the target people towards positive changes, NGO Forum facilitated its Development Communication services in the year 2013 with different approaches and perspectives unique to development context. Vulnerabilities of climate change and the zonal issues were reflected in Development Communication services especially targeting the hard-to-reach.

A wide range of Information, Education and Communication (IEC) materials and Behavior Change Communication (BCC) materials were developed under NGO Forum's Development Communication services during the year

2013. The materials were distributed to enhance knowledge, bring desired change in attitude and practices of the target people. People's culture, perception, ethnicity, socio-economic status, age, sex, education, practices, needs and problems, gender sensitivity were strictly addressed during developing the communication materials and tools adopting the effective 5-step 'P' process.

Human rights and dignity of hardcore poor, governance in WaSH and gender equity were emphasized during developing the materials. The materials were developed being duly shared with the target community through field testing. NGO Forum also maintained coordination with sector professionals which helped to avoid duplication and maintain its development communication issues fruitful and unique in the sector. The materials were not only used in the Forum's programmes and activities but also by other sectoral stakeholders round the year.



The Development Communication services covered different issues relating to IEC/BCC materials development for a wide range of target audience in 2013. Among them were- relevant LGI officials, UP Chairmen-Members, UP's union and ward level WaSH related committee members, school teachers and important local allies, civil society members, students, technology caretakers, Field Engineers, PNGO staff, Field Extension Workers, and different segments of the community people with special focus on the women and adolescent girls. The issues covered safe WaSH, WSP, WatSan technology operation & maintenance, motivational messages, agro-ecological zone-wise water and climate change related awareness information. Attractive illustration with communicative language was used to draw the attention of the target audience.

The *School Material Package* was widely used in School WatSan Programmes. The Material Package was appreciated by the teachers and was a popular way to introduce school-going children with the concept of safe water, improved sanitation and hygiene practices and to disseminate the messages at their respective houses. Flash Card on Motivation for Safe WatSan and Hygiene Practices made rural women and adolescent girls aware about the scientific and improved menstrual hygiene maintenance and health risks associated with poor traditional maintenance. The Flash Cards were used by female VDC members, and female staffs of PNGOs and WWCs to aware the community's women folk. Similarly the Hygiene Promotion Material Package for PHAST also contributed to the promotion of hygiene education among the community people. Issue-based Posters and Billboards were developed covering eco-zone-wise WaSH awareness messages and displayed for all

audience. Display Charts on Awareness Raising in Hard-to-Reach Areas were disseminated among the civil society members, UP chairmen-members and its committee members upholding their roles and responsibilities in promoting pro-poor WatSan service delivery. Wall Boards (Tin-plates) were developed to sensitize the UP members about their roles and responsibilities in ensuring pro-poor WaSH services. Caretakers' Manual on 5 types of water technology operation were developed and used by the Field Engineers and Caretakers which gave them the necessary technical guidance regarding specific technologies' operation & maintenance. Besides, Year Planner and WatSan Calendar were also developed as regular items under the Development Communication Services that mainly contributed to increased interaction among policy-makers, programme planners, LGIs, local allies, civil society members and community people towards a common concern.



# Promotional Activities

**Promotional Activities** are conducted centering community people, LGIs, CBOs, key community allies, religious leaders, school teachers, students and other stakeholders. These activities significantly contribute to promote positive knowledge, attitude and practice (CAP) among the participants while mobilizing people to practice better health, WaSH & environmental behavior. Gender perspective, social exclusion, disability, geophysical barriers, climate vulnerabilities, etc are addressed while addressing stakeholders through various

*Promotional Activities.*

*In 2013, different stakeholders from LGIs to marginalized communities living in the hard-to-reach communities, urban slums and other vulnerable settings were addressed through Promotional Activities. Formation & activation of VDC, School WatSan Programme, menstrual hygiene session were highly appreciated by the marginalized communities. People were found sensitizing others from their own interest.*



## Sensitization of Partners

NGO Forum continued its venture to ensure promotion of health & WaSH governance by the LGIs, especially the UPs. It considered activation of WaSH committees under LGIs very important for promoting governance and transparency. The Organization has sensitized LGIs and local stakeholders of the hard-to-reach unions in this regard. Collaboration Meeting with LGIs were held and orientation was provided to UWCs, WWCs and UDMCs in

selected hard-to-reach unions with an aim to activate these committees and thus contribute to ensure pro-poor service delivery by the UP functionaries. Meeting with the oriented and sensitized UWCs, WWCs, UDMCs in the selected wards and unions were also held on regular basis. In these meetings, the original WaSH status of the respective areas were discussed and joint action plans to overcome the situation were developed.





### Orientation of UWCs and UDMCs

Region	No. of Meeting	Participant		Total
		Male	Female	
Barisal	19	256	65	321
Bogra	28	277	65	342
Chittagong	5	200	74	274
Comilla	5	119	54	173
Dhaka	4	166	55	221
Dinajpur	4	105	24	129
Faridpur	4	82	45	127
Jessore	29	505	117	622
Khulna	3	134	42	176
Mymensingh	4	172	27	199
Rajshahi	4	105	32	137
Rangpur	4	176	41	217
Sylhet	4	136	49	185
Tangail	4	184	56	240
<b>Total</b>	<b>121</b>	<b>2,617</b>	<b>746</b>	<b>3,363</b>

### Capacity Building of Community Allies

In the year 2013, different activities were conducted for capacity building of the poor, excluded and vulnerable population living in the hard-to-reach rural and urban poor communities.

Formation and orientation of new Village Development Committees (VDCs) were conducted through

participatory planning, problem identification and other factors. Important civil society members, representation of hardcore poor including women, socially excluded, physically challenged and climate vulnerable people were ensured into the formation of these Committees. Alongside, NGO Forum mobilized old VDCs as an important linkage between the Union Parishad and the community people, especially the hard-to-reach. The oriented

VDCs were found playing an encouraging role in mobilizing the community and placing their WaSH & health demands to the service providers. Bi-monthly meetings of VDCs were held on regular basis. The VDCs reviewed Community Action Plan (CAP) twice a year and submitted their plans to the UPs through WWCs. Many of the VDCs successfully attained WatSan facilities for their community against their given demands to the UPs.

### Meeting with WWC

Region	No. of Meeting		Participant		Total
	Target	Achnt.	Male	Female	
Barisal	144	144	1,432	524	1,956
Bogra	216	171	1,378	506	1,884
Chittagong	45	45	307	135	442
Comilla	189	189	1,703	529	2,232
Dhaka	180	162	1,099	582	1,681
Dinajpur	180	144	1,473	556	2,029
Faridpur	180	164	1,562	541	2,103
Jessore	54	54	414	242	656
Khulna	171	153	1,128	582	1,710
Mymensingh	180	180	2,202	724	2,926
Rajshahi	180	180	732	309	1,041
Rangpur	144	144	1,345	473	1,818
Sylhet	180	157	1,086	465	1,551
Tangail	180	156	1,326	562	1,888
<b>Total:</b>	<b>2,223</b>	<b>2,043</b>	<b>17,187</b>	<b>6,730</b>	<b>23,917</b>



### VDC Formation & Meeting

Region	No. of VDC Formed	VDC Member			No. of Meeting Held	Participant		
		Male	Female	Total		Male	Female	Total
Barisal	36	381	159	540	432	4,926	1,720	6,646
Bogra	36	915	1,217	2,132	648	4,938	2,594	7,532
Chittagong	45	1,054	1,078	2,132	135	1,216	539	1,755
Comilla	45	825	825	1,650	567	4,827	1,400	6,227
Dhaka	36	804	930	1,734	540	3,652	1,858	5,510
Dinajpur	36	825	853	1,678	540	5,210	2,584	7,794
Faridpur	36	762	1,006	1,768	540	4,198	2,297	6,495
Jessore	54	1,879	651	2,530	162	1,668	580	2,248
Khulna	27	229	177	406	513	3,735	2,581	6,316
Mymensingh	36	969	1,181	2,150	540	3,827	4,001	7,828
Rajshahi	36	818	910	1,728	540	3,944	1,897	5,841
Rangpur	36	915	1,134	2,049	432	3,433	1,711	5,144
Sylhet	36	769	868	1,637	540	4,047	1,599	5,646
Tangail	36	1,257	2,509	3,766	543	4,217	2,498	6,715
<b>Total:</b>	<b>531</b>	<b>12,402</b>	<b>13,498</b>	<b>25,900</b>	<b>6,672</b>	<b>53,838</b>	<b>27,859</b>	<b>81,697</b>

### School WatSan Programme

School Programme including art, essay and debate competitions on health & WaSH; rally; announcement, etc were organized considering the importance of enhancing safe water, arsenic mitigation, sanitation, hygiene and health & environment related knowledge and practices among the school-going children both at rural and urban areas. Orientations were provided to teachers and School Management Committees to enhance their capacity to reach safe WatSan, health and hygiene messages to the school children. As a result, the Student's Brigade was formed in these schools where active school monitoring team as a part of the Brigade was found to promote safe WaSH, health & environment at their school & community.

Region	No. of Activity	Participant		Total
		Boy	Girl	
Barisal	6	1,060	600	1,660
Bogra	10	732	1,192	1,924
Comilla	8	1,028	1,184	2,212
Dhaka	60	8,771	9,633	18,404
Dinajpur	8	356	290	646
Faridpur	8	747	961	1,708
Khulna	8	629	779	1,408
Mymensingh	8	162	275	437
Rajshahi	8	297	345	642
Rangpur	6	955	934	1,889
Sylhet	8	1,155	647	1,802
Tangail	16	2,120	2,371	4,491
<b>Total:</b>	<b>154</b>	<b>18,012</b>	<b>19,211</b>	<b>37,223</b>



Religious leaders were also oriented on WaSH, health & environment in the light of religious messages considering their influence over the followers and the society. The oriented religious leaders were found preaching the importance of safe WatSan, hygiene and environment among the general people on different religious events especially in the Mosque-based Discussion after Jum'ah prayer. Mass Campaign through Popular Theatre was organized to disseminate WaSH, environment, health,

climate change, etc related information among the community people like hardcore poor, indigenous, vulnerable poor women, climate victims and so on round the year in consultation and sharing with the UP, local community allies, WWC and VDCs.



### Mosque-based Discussion

Region	No. of Activity	Participant
Barisal	180	22,500
Bogra	300	42,000
Chittagong	240	31,200
Comilla	240	36,000
Dhaka	240	33,600
Dinajpur	240	34,800
Faridpur	240	36,000
Jessore	240	33,600
Khulna	240	31,200
Mymensingh	240	30,480
Rajshahi	240	34,800
Rangpur	180	24,300
Sylhet	240	34,800
Tangail	240	32,400
<b>Total:</b>	<b>3,300</b>	<b>457,680</b>

### Promotion of Hygiene Awareness

The Participatory Hygiene and Sanitation Transformation (PHAST) approach was followed to promote the overall WaSH facilities. Hygiene Session Group Formation, Hygiene Session with male, female and mixed groups, Menstrual Hygiene Sessions with female and adolescent girls, etc

were held following PHAST. A comprehensive IEC & BCC material package was used during these sessions. Hygiene groups comprising of both male and female were responsible to take sessions and spread the key hygiene related messages to their community. The

activities contributed significantly to aware vulnerable, poor & excluded communities. Menstrual Hygiene Sessions helped to increase awareness on a sensitive and traditionally hidden issue among the marginalized women and adolescent girls.

#### Hygiene Session with Male-Female

Region	No. of Meeting	Participant		Total
		Male	Female	
Barisal	216	2,983	1,448	4,431
Bogra	360	1,104	4,259	5,363
Chittagong	25	143	226	369
Comilla	288	1,670	646	2,316
Dhaka	288	934	2,460	3,394
Dinajpur	288	1,595	2,332	3,927
Faridpur	288	1,009	4,829	5,838
Khulna	288	1,742	2,114	3,856
Mymensingh	288	1,433	3,668	5,101
Rajshahi	288	1,468	2,368	3,836
Rangpur	216	1,011	1,462	2,473
Sylhet	288	48	4,304	4,352
Tangail	287	651	2,889	3,540
<b>Total:</b>	<b>3,408</b>	<b>15,791</b>	<b>33,003</b>	<b>48,794</b>



#### Menstrual Hygiene Session with Women and Adolescent Girls

Region	No. of Meeting	Total Participant
Barisal	54	483
Bogra	90	1,420
Chittagong	0	0
Comilla	72	215
Dhaka	72	820
Dinajpur	72	777
Faridpur	72	1,610
Jessore	0	0
Khulna	72	705
Mymensingh	72	1,223
Rajshahi	72	789
Rangpur	54	487
Sylhet	72	1,435
Tangail	72	968
<b>Total:</b>	<b>846</b>	<b>10,930</b>



Follow-up hygiene session and participatory monitoring were also carried out to review the knowledge and practice status on overall hygiene behaviors, sanitation improvements and community management of water and sanitation facilities. Hygiene group-based participatory monitoring system was established to monitor improvement in the context of water, sanitation, health and hygiene behavior and identify the tasks of men and women considering gender sensitivity. Action plans were developed considering improvement in the context of water, sanitation and

hygiene behavior and by identifying the tasks of the community's men and women considering gender sensitivity. To ensure integration between the VDCs and Hygiene Groups, all observation and findings were shared at the VDC meeting. Community people were found to be more aware and able to take necessary decisions through their enhanced awareness on improved hygiene practices and usage of WatSan facilities.

Besides regular activities, organizing rallies; displaying colourful banners, festoons and

placards; miking on WatSan, hygiene, health and environment related information; celebration of national and international Days, etc were also conducted in relevant occasions as these are considered as effective tools for drawing attention of different segments of community people. Messages on safe WatSan, hygiene, health, environment in adaptation to climate change, etc were successfully delivered to the communities through these activities.

# Water Quality and Arsenic Mitigation

**Meeting the national water quality standard is the ultimate goal of Water Safety Plan (WSP) and thus it is major focus of all initiatives related to safe water coverage where impact of climate change and environmental hazard is the most potential challenge. NGO Forum focuses on these challenges to ensure safe water involving the service providers and the target communities through its Environment & Water Quality Management services.**

*In 2013 the major emphasis given under the component was on providing with water*

*quality testing services both at field level and in the Laboratory, Tubewell screening, production of MicroKit, arsenicosis patient management, IGA loan support to the vulnerable arsenicosis patients, advocacy & promotional activities to promote safe water supply, introducing portable water treatment plant, develop & disseminate IEC/BCC materials to ensure safe water supply at disaster situation, and introducing WSP to the communities for ensuring water safety at different stages ranging from water collection to end use.*



## Water Quality Test in Laboratory

The Laboratory conducted water quality test of around 7,474 samples covering 29 types of parametres. The samples were collected from 2,693 water points containing ground water, surface water and rain water as sources. Among the total number of samples 2,616 numbers of sample testing from 1,321 water points of 75 unions under 26 upzilas of 22 districts were performed under the NGO Forum's programme provision.

## Parametres Tested in WQTL

Cluster of Parametres	No. of Test
<b>Physical and aggregate properties</b> (pH, Alkalinity, Conductivity, Hardness, Salinity, TDS, TSS & Turbidity)	<b>1,173</b>
<b>Metals</b> (Arsenic, Arsenic, Iron, Manganese, Calcium, Lead, Magnesium & Zinc)	<b>4,653</b>
<b>Inorganic nonmetallic constituents</b> (Nitrate, Chloride, DO, R Chloride, Sulphate, Ammonia & Phosphate)	<b>1,238</b>
<b>Aggregate organic constituents</b> (BOD & COD)	<b>2</b>
<b>Microbiological examination</b> (TC, FC & E.coli)	<b>408</b>
<b>Total:</b>	<b>7,474</b>

Alongside different national and international organizations/agencies were rendered WQTL's services on regular basis. URBAN-Dhaka, BRAC, FIDA International-Bangladesh, Goldsmiths University of London, HYSAWA Fund, Impact Foundation, Practical Action Bangladesh, PROSHIKA, SYMBIOSIS-Bangladesh, ICDDR,B, UNICEF, DPHE, and many others used NGO Forum's WQTL facilities on a regular basis.

### Water Quality Status of Selected Parametres

Name of Water Option	Arsenic				Iron				TC/FC			
	Total Test	Safe	Unsafe	% of Contamination	Total Test	Safe	Unsafe	% of Contamination	Total Test	Safe	Unsafe	% of Contamination
Shallow Tubewell	184	177	7	3.8	184	94	90	48.9				
Deep Tubewell	86	82	4	4.7	86	46	40	46.5				
RWHS									57	46	11	19.3
Ring-well/ Dug-well	20	20	0	0	20		8	40	13	7	6	46.2
PSF									5	4	1	20
AIRP	35	33	2	5.7	35		10	28.6				

### Screening of Tubewells:

A total of 29,337 water options were screened where 14,280 water options were tested for arsenic by *HACH* kit and 15,057 were tested for FC by *MicroKit* and found around 90% of water options were arsenic-free and around 85% of water options were FC-free. The screening was covered in 59 hard-to-reach unions of 27 upazilas under 25 districts.

It was revealed from the screening that overall arsenic contamination was little lower (10.35%) compared to the status reported by the Bangladesh National Drinking Water Quality Survey 2009, BBS-UNICEF (13%). The screening uphold the relation between the arsenic contamination and depth of Tubewells. Tubewells up to 100 feet depth shows 11.07% of contamination while Tubewells

with more than 400 feet depth showed low level of contamination. Tubewells in between 100 to 400 feet depth showed little lower level of contamination compared to 100 feet but difference of contamination was much more compared to the Tubewells with > 400 feet depth. From this screening no Tubewell was found to be arsenic contaminated with a depth more than 1,000 feet.

### Arsenic Contamination by Different Depth Group of Tubewells

Depth of TW (ft)	No. of Total Arsenic Tested TW	No. of Arsenic-Free TW	No. of Arsenic-Contaminated TW (>50pb)	Arsenic Contamination (%)
Up to 100	10,773	9,580	1,193	11.07
>100 - 400	2,705	2,445	260	9.61
>400	802	777	25	3.12
<b>TOTAL</b>	<b>14,280</b>	<b>12,802</b>	<b>1,478</b>	<b>10.35</b>

Under this screening, bacteriological contamination of around 15,000 Tubewells was examined using *MicroKit*. This kit detected  $H_2S$  producing bacteria (fecal coliform) of drinking water giving qualitative result. Along with the bacteriological test Sanitary Inspection (SI) was also



conducted to understand the overall hygienic situation of the Tubewells. The bacteriological contamination was again categorized by the depth of tested Tubewells and the results were found as follows:



### Fecal Contamination by Different Depth Group of Tubewells

Depth of TW (ft)	No. of Total FC- Tested TW	No. of FC-Free TW	No. of FC Contaminated TW	FC- Contamination (%)	No. of Diarrhoea Patient
Up to 50	5,006	4,264	742	14.8	120
>50 - 100	6,749	5,771	978	14.5	143
>100	3,302	2,797	505	15.3	127
<b>TOTAL</b>	<b>15,057</b>	<b>12,832</b>	<b>2,225</b>	<b>14.8</b>	<b>390</b>

It was found that depth of Tubewells was significant in case of bacteriological contamination and the diarrhoeal attack. Again, relation between SI score and diarrhoeal diseases or SI score

and distribution of Tubewell by depth is not constant though there is a trend of linear relation between SI score and number of Tubewell with >100 feet depth. It was found that the contamination of Tubewell

water is not the only cause of diarrhoeal disease while personal hygiene, environmental sanitation and water quality play a vital role in control of diarrhoeal diseases.

### SI Score, Distribution of Tubewells by Depth and Number of Corresponding Diarrhoeal Patient

SI Score (Risk)	No. of Diarrhoeal Patient	No. of TW by Depth in Feet			
		Up to 50	>50 - 100	>100 ft	Total TW
Very High : 8 - 10	23	1,125	1,310	341	2,776
High : 6 - 7	153	1,547	1,644	546	3,737
Medium : 4 - 5	46	718	1,094	673	2,485
Low : 0 - 3	168	1,616	2,701	1,742	6,059

### Arsenicosis Patient Management

A total of 40 health camps were organized in collaboration with the Upazila Health Complex. A total of 1,295 and 317 persons were diagnosed as suspected and confirmed arsenicosis patient respectively bringing up the total number to 1,612 where 762 were male and 850 female. All the confirmed patients were brought under treatment facilities and provided with

proper medication. Emphasis was given to the hardcore poor female and male arsenicosis patients for bringing them under Income Generating Activities (IGA). A total of Tk. 20,000 interest-free loan was given to 15 selected male and female patients to allow them improve their socio-economic condition through the best utilization of the money.

### Technical Skill Development

Some training courses were conducted in 2013 on Water Safety Plan (WSP), Arsenicosis Patient Management for Health Practitioners and Tubewell Screening using Field Kits for the PNGO staff. A total of 79

participants took part in the WSP training where 66 were male and 13 were female. In Arsenicosis Patient Management Training 21 male health practitioners participated from different arsenic-vulnerable areas of selected hard-to-reach unions. A total of 31 male participants from different PNGOs and technical persons of NGO Forum participated in the Tubewell Screening Training.



## Awareness Raising and Sensitization

Awareness campaign on water quality issues were organized which included several activities like Tea-stall Session with Male, Courtyard Meeting with Female and Rallys involving the school children using different IEC/BCC materials. Discussions took place in those meetings



regarding the importance of safe water, maintaining water safety at different stages and bacteriological test also conducted to make more visual of water quality before the community people.

Upazila Consultation Meeting was organized to sensitize and create a strong network among the local administration, government officials, civil society groups, NGOs, other professionals and stakeholders at upazila and district level to create a synergic impact towards arsenic mitigation. A total of 10 consultation



meetings were held involving 330 participants that identified arsenic related problems and recommended possible solutions.

# National Resource Centre

**N**GO Forum has been striving in disseminating evidence-based knowledge and technologies, sharing experiences from lessons learned, hosting capacity building initiatives in the areas of WatSan, health and environment under its National Resource Centre (NRC) services. It has been fostering improved and effective mechanism for knowledge transmission with a view to promoting sector learning among relevant government bodies, national and international NGOs,



academic institutions, resource sharing partners, research institutes, consultants, expatriates and allied institutions engaged in their respective domains. The NRC is a body vested with the task to act as a knowledge broker as well as booster to ensure sector-specific information among the relevant stakeholders. In relation to this, it has been undertaking various time-fitting and relevant initiatives to enhance its knowledge management and sharing efforts in line with the mandate of NGO Forum.



## Information and Knowledge Management Services

The NRC brought out a monthly *e-newsletter* titled *The Resource Spring* focusing on the areas of WatSan, health & environment. The *e-newsletter* maintained different sections covering the national and international news, learning opportunities within NGO Forum and externally provided, upcoming events, new

resources available through the NRC and a knowledge corner to share information on knowledge management and exchange opportunities. During the year, 12 issues of the *e-newsletter* were developed and distributed among local, national and international stakeholders.

The Library has been running as a significant component under the Information and Knowledge

Management Services having a rich collection of publications, journals, books, reports, etc. By cataloging the up-to-date information on the resources and making them available into the Online Library Information System (OLIS), the NRC ran the Library making a positive and sustainable contribution to development.

The on-line Public Health and



Environment Database is being constantly enhanced through archiving quality and useful information, maps, images and different types of resources. Regular updating and proper maintenance of the database had been a continuous task over the year which contributed significantly in facilitating information and knowledge generation and dissemination.

The Call Centre service was extended effectively through meeting up different types of queries of relevant organizations and individuals in relation to WatSan, Public Health, climate change and other relevant issues. Besides, NGO Forum utilized the advantages of the most popular on-line social networking sites in reaching out to the wider spectrum of groups around the globe with the news and views of NGO Forum and other stakeholders on relevant issues.

### Capacity Development and Collaborative Programmes

NGO Forum under its NRC services extended technical and financial assistance to the MS students in conducting time-fitting and useful research in relation to WatSan, health and

environment issues with linkage to other relevant cross-cutting issues. In 2013, 2 research projects were facilitated in collaboration with Bangladesh University of Engineering & Technology and Jahangirnagar University.

The In-house Knowledge Exchange Session helped promoting transfer of knowledge across the organization to broaden the level of awareness on different salient programmatic and cross-cutting aspects of WatSan, health and environment. Total of 4 events were organized during the year. Similarly, 12 Knowledge Sharing events were organized at the regional level with a view to enhancing the knowledge level of the local



government and civil society actors in order that they can contribute to development endeavors for uplifting the socio-economic conditions of the rural poor communities.

NGO Forum continued its active collaboration with the Australian Youth Ambassadors for Development (AYAD) Programme. The Programme strengthened mutual understanding transferring skills from Australia while also provided the opportunity for a volunteer to gain hand on experience in relation to knowledge management issues in Bangladesh. Besides, the relationship with the International Water and Sanitation Centre (IRC) in connection with the distribution of their new books and relevant resources on innovative, cutting edge technologies and successes within South Asia at 50% discounted rate continued throughout the year. In 2013, the NRC continued its role representing the organization in the UNICEF-led WaSH Cluster initiative maintaining partnership and communication channels among UN-agencies, international and national organizations for enhancing the role of the UN initiative.



## The Man Who Inspired the Villagers

Development commenced in Narayan Teota village. On 12 March 2012 the Narayan Teota VDC was formed as part of the PWaSH project activities. Kutubuddin, 56 was elected as the President of the VDC. Kutubuddin along with the VDC members played a strong role in sensitizing and uniting the community people not only in WaSH but on other development activities as well. The committee consists of 12 members including 9 male and 3 female. The people of this flood-prone village in Shibalay union under Shibalay upazila of Manikganj district have got a new half-km road connected from the river *ghat* to the main road; have huge number of trees planted through UP's tree plantation service; improved overall environment including water & sanitation situation; and developed an intensive relation with the UP. An enthusiastic and industrious Kutubuddin has contributed largely to these achievements. In Kutubuddin's words, "If the villagers can work in group then any type of work can be possible smoothly. I have watched the open budget after getting involved with the Committee. When the open budget was presented then we came to know that there are allocations for the villagers for development activities such as road construction, tree plantation, etc. We applied to the UP for a road as we did not have road for transport. Now we have a half-km road which was constructed under the *Kabikha* activity by the UP. The construction was completed within 32 days and I actively supervised the work of road construction". Being selected as the President of Narayan Teota VDC Kutubuddin initiated to re-excavate a forty years' old Dug-well and made concrete platform of four Tubewells. Then he led to construct the road supported by UP which is being used by 5,000 people in average everyday. Through the VDC, he applied to the UP in January 2013 and the construction work began before the monsoon in June 2013. In his words, "The installation of the new Dug-well gave me an idea of how to re-excavate the abandoned Dug-well and I waited no longer. As for the road, we VDC members had to even argue with the UP Member to ensure our right."

After the completion of the road construction the villagers had a very good tie with the Union Parishad. Kutubuddin with the members started going to the UP and participated in meetings. Gradually they started getting idea about social audit, WaSH, social communication etc. Then the villagers took initiative to reform some Dug-wells and installed Tubewells, sanitary latrine & planted tree in front of home and road-side. Now the villagers have been aware about hygiene practice and their rights. The villagers are now trying to install or repair WatSan options. They are inspired to do positive works in order to develop their socio-economic situation. In this regard, they are keeping regular communication with the UP. Kutubuddin was rewarded very soon to be selected as member of WaSH Standing Committee of UP for showing good performance as VDC President. He is now attending the WaSH Standing Committee's meeting and disseminating ideas on WaSH, open budget, social audit, and social communication among the villagers. Abdul Majid, UP Member of 9 no. Teota union and Chair of UP WaSH Standing Committee anticipated "the efforts of the villagers to change their misery situation fascinated the UP. In this regard all credit goes to Kutubuddin; and UP officials are ready to enhance all sorts of assistance to the villagers"



# Hardware Supports

*The unserved and underserved hard-to-reach areas of Bangladesh are facing increased challenges in terms of WatSan facilities coping with continuous environmental degradation and impacts of climate change. Under its hardware support provision, NGO Forum has been promoting alternative safe drinking water supply and hygienic sanitation options with necessary modification, innovation and renovations to meet the emerging challenges in the hard-to-reach areas identified under six agro-ecological zones. The alternative water supply and sanitation options are directed towards addressing to the specific geophysical and socio-economic & cultural traits and contexts of the areas and its population. With enhanced attention on promoting governance, NGO Forum also engaged the LGIs in the entire technology promotion*

*process ensuring leading role-playing and ownership of the UPs in particular. Increased contribution is also being made by the UPs especially in installing and promoting high-end water supply technologies in the poverty-hit rural hard-to-reach unions. Equitable distribution of resources is prioritized under the hardware support provision of NGO Forum.*

*In 2013, NGO Forum introduced a number of modified, renovated water supply and sanitation technologies. It introduced different types of disable-friendly WatSan options. Over the years effective O&M mechanism to ensure sustenance of the installed technologies have been in pursue. In this relation the Water Point Management Committees have been in progress. Ownership over the installed technologies is also transferred to the user community with their cost-sharing which contributes to the sustenance of the options. In 2013, NGO Forum concentrated on promoting hygienic sanitation for the hardcore poor, disable and excluded communities living in the hard-to-reach areas. The service was rendered through its partner NGOs, CBOs and private sector actors-run Village Sanitation Centres.*



## Safe Water Supply

Though water coverage in Bangladesh has been appreciably enhanced in the last couple of years but reports and the experience of water service providers suggest that there exist some pocket areas in Bangladesh where this service is not in a pleasing situation. People living in the hard-to-reach areas of Bangladesh are recurrently being deprived of access to safe drinking water. The geophysical context and circumstances of water access of these pocket areas like *char*, *haor*, exposed coastal areas, hills, flood and extreme drought-prone zones are diverse from the mainland areas. Thus, the people of these areas usually need hard endeavor to have access to safe drinking water. In the coastal zone, conventional water supply technologies are being dysfunctional because of frequent disasters; saline intrusion and recent environmental degradation since various natural and man-made causes has increased sufferings of the people of this area and put Public Health at risk. Tubewells in the drought-prone areas are becoming non-functional in the dry season due to continuous water level declining which is very concerning. The hilly people needs tiresome endeavor for collecting water from a zigzag long & difficult source. The *haor* areas remain under water during a certain time of the year lacks safe sources of drinking water. The situation in flood areas is not also satisfactory as frequent erosion gives a little chance to the water technologies to be durable. Considering the realities NGO Forum promotes different context-specific water technologies for supplying safe water to these area's people from a demand driven approach.

NGO Forum installed 561 and repaired 636 context-specific water supply technologies in 2013 covering different zones throughout the country. These technologies supplied safe water services to

77,129 beneficiaries of 14,430 households including 38,614 males & 38,515 females in an equitable manner. These installments contributed to ensuring safe health situation of different hard-to-reach communities.

NGO Forum promoted alternative WatSan technologies for the hard-to-reach areas covering *char*, *haor*, exposed coastal zone, extreme drought areas, hills and tea gardens. The alternative water technologies are categorized under different segments. One segment of the water options were modified Tubewell-based technologies such as the Shallow Tubewell, Dual Platform Tubewell, Deep Tubewell, Deep-set Pump, Deep Tubewell with Deep-set Pump, Multi-headed Tubewell, etc. Another segment of the technologies included mainly alternative water options those served the community as a whole such as the CBRWHS, PSF, AIRP, Ring-well/Dug-well, etc. Finally, high-end technological water options such as Pipe-line Water Supply System, Pipe-line Water Supply by CBRWHS, Aquifer Recharge System, Surface Water Treatment Plant, Desalination Plant with Reverse Osmosis, Portable Water Treatment Plant, etc were piloted and promoted under the safe water supply services of NGO Forum.



The Shallow Tubewells were mainly installed in *char* and shallow water table areas which are arsenic-safe and that have a good hydro-static connection with nearby rivers. In the reporting period, 156 Shallow Tubewells were installed. Deep-set Pumps were mainly installed in the drought-prone areas affected with rapid water table declination challenge. The water is extracted from deeper depth and shallow Tubewell is no more functioning in these areas. The DTWs with Deep-set Pump were mainly installed in the *haor* areas where Shallow Tubewells do not function during the dry season. In the year,

89 Deep-set Pumps & DTW with Deep-set Pumps were installed. 108 Deep Tubewells were installed in the areas where STW are failing to extract water. These areas' aquifer is also contaminated with arsenic, iron, salinity, etc and deeper aquifer is accessible in terms of hydro-stratigraphy. Deep Tubewell is a feasible option in arsenic, iron and saline contaminated areas. Few pockets of coastal, flood-prone and *haor* areas were selected for DTW installation. The operation & maintenance of these alternative technologies' is comparatively easier than other options.

Beside other modified Tubewell-based technological options, 2 Multi-outlet DTWs and 8 Modified STWs with Dual Platform DTW were installed during the year. Multi-outlet DTWs were designed for congested water scarce areas to minimize the boring cost and it was proved more cost-effective and environment-friendly while the number of beneficiaries is also higher. The modified STWs with Dual Platform Tubewell were installed in the flood-prone and low-lying water logging areas to ensure safe water supply even during disaster period. Also, 20 Submersible Pumps were installed in schools to provide safe water for the students in urban areas of Dhaka and Mymensingh.

In order to reach a larger population among communities, PSF, RWHS, Dug-wells/Ring-wells, AIRP, etc were promoted. The RWHS was mainly installed in the coastal areas where rain-water has become almost the only safe water option for the people. The *haor* and flood-prone areas were also found feasible for the promotion of RWHS as rainfall

is abundant there. Social acceptance was also found positive regarding the technology. These RWHS has brought scientific changes in the traditional way of rain-water preservation by the coastal, *haor* and flood-prone area people ensuring safe and easy water access. Modifications have been made to flushing system of the household-based RWHS and promoted as piloting. The modified RWHSs with filtration unit is expected to reduce the contamination load. 111 household-based, 19 community-based and 9 modified RWHSs were installed in these areas.

The PSF was also promoted in coastal areas where sweet water pond was available. The technology is based on slow sand filtration system capable of removing bacteria and virus. Operation and maintenance difficulties are also less in this water technology. 1 PSF with rehabilitation of existing pond was installed in the coastal area during the year.

Dug-wells/Ring-wells were installed where the shallow aquifer is contaminated with arsenic and iron to a certain



level and the geology permits to construct a large diameter open well. 10 Dug-wells/Ring-wells were installed in the flood-prone and hilly areas considering this context.

A total of 22 AIRPs including modified AIRPs were installed

as alternative option for safe water supply in the areas where arsenic & iron are the major concern in groundwater. These were cost-effective and removed 90-95.9% iron. The modified AIRPs offered better efficiency than the previous version; its working range of the Plant is from 50 to 250 ppb and the flow rate was also higher.

This year NGO Forum piloted a number of high-tech water supply options with the engagement of Union Parishads. These include Pipe-line Water System, Aquifer Recharge with ASTR method,



Desalination Plant with Reverse Osmosis Technology, Surface Water Treatment Plant, etc. One Integrated Pipe-line Water Supply System by Community Rain-water Harvesting System was installed in the coastal belt.



Water is being lifted from pond to the filtration unit and collection unit to the overhead tank with the help of solar energy and then delivered

## Installation of Water Technology

Region	AIRP / Modified AIRP	CB-RWHS	DTW/DSP	DSP with DTW	Dug-well	RWHS/ Modified RWHS	PSF	No.6 STW	Desalination Plant with R/O Process	Multi-outlet DTW	Modified STW with Dual Platform	Pipe -line Water Supply by CBRWHS/DTW	Surface Water Treatment Plant	Aquifer Recharge/ Modified	Submergible Pump	Total
Barisal			16			24										40
Bogra	12		11													23
Comilla			21							1						22
Chittagong			6	5		20									16	47
Dhaka	3	1	8		10	5										27
Dinajpur			11					16								27
Faridpur			8					40								48
Jessore			21	7												28
Khulna		17	13			61	1		1			1	1			95
Mymensingh			20													20
Rajshahi			28									1		2		31
Rangpur		1						55			3					59
Sylhet	3		22			10				1					4	40
Tangail	4							45			5					54
<b>Total</b>	<b>22</b>	<b>19</b>	<b>185</b>	<b>12</b>	<b>10</b>	<b>120</b>	<b>1</b>	<b>156</b>	<b>1</b>	<b>2</b>	<b>8</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>20</b>	<b>561</b>

through pipe network to the beneficiaries. Another Pipe-line Water System by DTW with Submergible Pump was installed in drought-prone and populated area.

A Surface Water Treatment Plant was also installed in the coastal belt. The technology introduced baffle reactor and better sedimentation processing in its machinery that effectively was helping the water treatment process. A Desalination Plant with Reverse Osmosis was also installed in the coastal belt. Total capacity of the Plant is 750 litres/hr and it can treat saline water of 46,000 mg/l Chloride. The technology is bringing saline, iron, arsenic, TDS, Hardness, and manganese-free safe water at the doorsteps of 250 households. A Portable Water Treatment Plant is also utilized to ensure safe drinking water supply for the severely saline-affected coastal people.

Static water level is declining day by day in our country but the problem is very much severe in drought-prone area. As an alternative solution for quick recharging of shallow layer during the rainy season in drought-prone areas, Aquifer

Recharge with ASTR method could be one of the better options. In this regard, NGO Forum installed 1 Aquifer Recharge & 1 Modified Aquifer Recharge with ASTR Method in this year in Chapai Nawabganj district in experiential basis.





## Hygienic Sanitation

Though Bangladesh has achieved notable progress in reducing open defecation practices but the country is facing setback in improving sanitation particularly for the underprivileged section of the country. Only 54.1% families of Bangladesh use hygienic sanitary latrine which does not indicate a healthy scenario in this sector. People are being affected by different water-borne diseases including diarrhoea due to lack of proper sanitation facilities and the Government has to bear an additional cost of Tk. 500 crore every year for treatment of these diseases. NGO Forum continues initiatives to promote context-specific and user-friendly sanitation technologies to the community people throughout its hard-to-reach working areas.

In 2013, a total of 142,473 sanitation options were promoted covering 142,652 households which included 387,037 male & 391,524 female beneficiaries. Among these, 2,209 latrine sets were distributed free of cost based on the safety net provision benefiting 2,159 hardcore poor households of 63,379 males and 59,291 females. Also, the private Village Sanitation Centres (VSCs) continued producing quality sanitation materials contributing to increase hygienic sanitation coverage at the union level. In 2013, 441 VSCs sold 113,129 latrine sets in total reaching hygienic sanitation benefits to 554,205 people at the rural settings. The sanitation options included RCC Single and Twin Pit Latrines, Plastic Latrine, Disable-friendly Latrine, Floating Latrine, Eco-san Toilet, School Latrine, Community Latrine and Bio-gas Equipped Latrine. Four modified sanitation options were introduced in the year. These are- Modified Eco-san Toilet, Raised Pit Latrine, Bottom-sealed Latrine and Partially Leached Latrine.

NGO Forum has been continuing the endeavor of installing Plastic Latrine and RCC Alternative Twin Pit Latrine with a view to accelerating the national sanitation coverage. The Plastic Latrine which was designed considering the geophysical characteristics of hard-to-reach areas can be simply carried in high-altitude and is feasible and unbreakable. On the other hand, the Reinforcement Cement Concrete Latrine is low-cost and durable. In 2013, a total of 1,208 RCC Latrines (Single Pit & Twin Pit) and 470 Plastic Latrines were installed. NGO Forum works for ensuring sanitation for the Persons with Disabilities considering them as one of the hard-to-reach groups who have less priority in enjoying access to WatSan facilities. From this view, 203 Disable-friendly Latrines have been installed for the physically challenged poor people. Eco-san Toilet is a comparatively new approach to sanitation by NGO Forum in the areas where water supply is very limited especially in the drought-prone areas of Bangladesh. 6 Eco-san Toilets have been promoted in these areas. The Toilets were found to be popular which was also appreciated by the UPs that are considering replicating the model in their respective working areas. The fecal of the Eco-san Toilet can be used as fertilizers and it is environment-friendly. In the year NGO Forum installed 6 Eco-san Toilets and another 8 Modified Eco-san Toilets in the drought-prone working areas. NGO Forum developed Floating Latrine in consultation with the community people to ensure the sanitation facilities for those people who suffer during the disaster period especially in flood season, coastal zone. 2 Floating Latrines were experimented in the appropriate zones for fulfilling the demand of the people. 5 Community Latrines have been installed in 2013 which created sanitation access for 7,710 community people.



### Sanitation Coverage

As many as 177 School Latrines were repaired to ensure sanitation facilities for the school students that benefited 32,335 boy and 32,555 girl students. Beside these, 24 renovated Biogas-equipped Latrines were installed. The renovated option is expected to save Tk. 45,000 per day for the entire refugee camp assuming the cost of firewood as Tk. 50 per family. 7 Bottom-sealed Latrines and 10 Partially Leached Latrines were also installed in the year.

Name of Options	Total No. of Latrine Installed	No. of HH	Male	Female	Total
Household Latrine (RCC Single Pit)	141,402	141,656	327,159	335,269	662,428
Household Latrine (RCC Twin Pit)	70	70	3,377	417	3,794
Disable-friendly Latrine	203	203	126	77	203
Eco-san Toilet	6	8	43	42	85
Plastic Latrine	470	477	1,592	1,352	2,944
Bio-gas Equipped Latrine	24	24	655	377	1,032
Floating Latrine	2	148	877	464	1,341
Raised Platform Latrine	26	36	109	111	220
Bottom-sealed Latrine	7	7	35	25	60
Modified Eco san Toilet	8	13	50	32	82
Partially Leached Latrine	10	10	52	48	100
School Latrine	63	-	16,061	17,611	33,672
Community Latrine	5	-	4,566	3,144	7,710
Repairing of Sanitation Options (School Latrine)	177	-	32,335	32,555	64,890
	<b>142,473</b>	<b>142,652</b>	<b>387,037</b>	<b>391,524</b>	<b>778,561</b>





# Chapter 3

## Research, Monitoring & Evaluation

NGO Forum's Research, in 2013 focused to help mainly the vulnerable and disadvantaged people through promotion of Public Health and improvement in the domains of environment. In line with this the research initiatives provided theoretical understanding of complexities of Public Health in relation to environment & climate change. This helped the exploration of the real WaSH, hygiene and other relevant environment hazards with the intent of promoting a more in-depth understanding on those issues to adopt context-specific programmatic initiatives.

The Monitoring & Evaluation focused on measuring the process, output and outcome level of the running programmes & projects by using qualitative and quantitative method. Based on the indicators, the monitoring & evaluation were administered to keep the work right on track following different tools and techniques. The condition of monitoring & evaluation helped the management know to what extent the process happened and whether activities were being conducted according to the plan, and result achieved.

### Research

#### Baseline Study

A Baseline Study on the overall Public Health condition of 59 hard-to-reach unions under 6 geo-hydrological zones was carried out through household survey. The aim of the survey was to capture the benchmark status of the WaSH situation and WaSH governance at community & LGIs.

The Study confirmed that only 14.4% respondents had idea about safe water while only 32.4% respondents were aware of the harmful effect of arsenic contamination of drinking and cooking water. It was emerged that 14.9% respondents had idea about hygienic latrine. Relating to knowledge on hygiene practice, 80% respondents knew that the improper handwashing can cause health hazards.

The survey findings revealed that in total 63.8% households had been collecting drinking water from improved sources but only 13.3% households had been maintaining Water Safety Plan (WSP) properly.

As regards to defecation site, around 6.9% households had been practicing open defecation. Rest 93.1% households were using latrine as defecation site and among them only 32.1% households had access to hygienic latrine. It came out that majority households (77.5%) have been using courtyard and non-fixed places as defecation site for under 5 children.

Concerning personal hygiene practice, it was found that very few people were practicing

proper handwashing before food handling (11.9%), after defecation (28.8%) as well as during both (before food handling & after defecation - 6.4%) the critical times. It was observed that only 23.4% households were keeping soap nearby latrine to wash hands after defecation.





It came out from the Study that 66% respondents had no idea about diarrhoeal diseases. Relating to diarrhoeal incidence and prevalence, the finding revealed that 29.1% households had experienced diarrhoea round the year. It came into view that the rate of diarrhoeal infection was high among children (18.3%) as compared to the adults (6.4%). On the subject of mortality caused by diarrhoeal diseases, 3 mortality cases (1 child & 2 adults) had occurred among the surveyed households during the last one year. As regards diarrhoeal disease prevention measures, around 83.9% respondents mentioned that they can prevent diarrhoea maintaining hygiene practices.

It was observed that the UWC, UDMC, WWC and members of the UP's Sanitation, Water supply & Sewage Standing Committee were not fully aware about their roles and responsibilities assigned by the *Local Government (Union Parishad) Act, 2009*. This resulted in the non-functionality of the Committees. This situation indicated that there was lack of skill & willingness of the Union Parishad in maintaining transparency & accountability of their functions & services.

### Value at the End of the Sanitation Value Chain

Management of human excreta from latrines remains a challenge and continues to endanger health and the environment, causing increasing soil and water pollution burdens. Yet excreta consists of organic matter and nutrients constitutes an

important resource in agriculture. Urban and peri-urban agriculture presents a good opportunity for such use, provided that technological and socio-economic strategies for optimum recovery are considered. Recovering the high proportion of resources in excreta has the potential to provide a win-win situation by reducing the environmental pollution burden, enhancing soil fertility and improving livelihoods.

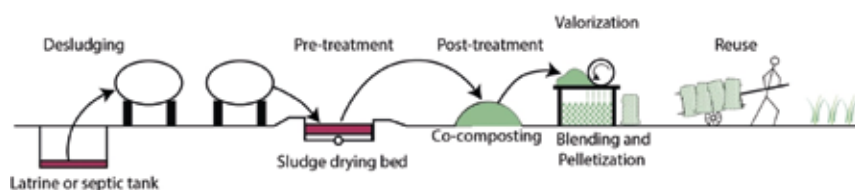
A consortium of four organizations was awarded with a Research titled "Value at the End of the Sanitation Value Chain (VeSV)" aimed at assessing the technical and economic feasibility of creating compost product from FS in single pit latrines in selected BRAC WASH first phase intervention areas. The organizations concerned are the University of Leeds (United Kingdom), International Water Management Institute (IWMI; Sri Lanka), Bangladesh University of Engineering and Technology (BUET; Bangladesh) and NGO Forum for Public Health (Bangladesh).

The Research commenced in May 2013 with a projected operational period of 18 months. The overall objective is to develop a business model that is cost effective and safe for the collection and processing of FS from pit latrines which has the potential for being operated by local entrepreneurs, and which results in the production of a safe, high quality fertilizer that is desired for farmers. The Research comprises of six

interlinked Work Packages (WP). The WP 1 relates to the management and delivery of the overall research programme. The WP 2 (Knowledge Sharing and Marketing) and 3 (Market Assessment) apply across the entire value chain, where as the WP 4 (Pit Emptying), 5 (Drying and Composting) and 6 (Compost Quality and Performance) relate to specific elements of the Sanitation Value Chain.

The Research is taking place in four upazilas of four districts where single pit latrines were constructed during the first phase of the BRAC WASH Programme from the following observations: i) effective number of pits is likely to be lower than the number of pits, as emptying may be hard for villages that are away from roads ii) Calculating the number of pits/village for each upazila gives the ratio of pits per village, assuming a uniform distribution. Calculating pits/sq km gives an idea of spatial clustering. The selected four districts are characterized by similar climatic conditions with average annual rainfall varying from 2000 mm in Mymensingh to 1750 mm in Khulna. In each district there are flood-prone areas. The parts of Noakhali and Feni and much of southern Khulna are characterized by saline intrusion. The process of preliminary data collection based primarily on the 2011 National Census Data has been completed during the first few months of the Research.

Identification of existing organic compost producers & firms' production process, input sources, output distribution channels, production costs, revenues, capital costs, etc have been accomplished to assess the overall scale of potential production of compost fertilizer. Some smallholder farmers and



Project Structure

pit latrines users have been identified to understand the perceptions towards FS compost product use, pit emptying constraints and opportunities, and identify additional viable markets for FS compost product.

The Research is being guided by a strong Reference Group consisting of renowned experts from different relevant government and non-government organizations, and academic institution.

### **Morbidity Reduction through Improved Hygiene Behaviors**

This Study was conducted to gain a better understanding regarding the improved WaSH situation and the reduction of diarrhoeal incidence based on improved hygiene practice in 47 hard-to-reach unions covered under a WaSH governance project. The data were analyzed to address the central issues of the morbidity reduction through improved hygiene behaviors.

The study findings indicated that the overall morbidity reduction in the study sites might be because of the effectiveness of improved hygiene behavior. It was reported during the baseline survey in January 2012 that some 21% people were used to wash their hands properly before handling and taking their meals; while the figure increased to 28.6% in November 2013. Some 21.6% people were used to wash their hands properly with soap after defecation and the figure increased to 40.2% (36.7% male and 41.8% female) by November 2013. Moreover, the trend of proper handwashing with soap after cleaning children's bottom was found to be increased from 31% (20%

male and 39% female) in baseline to 42.3% (18.3% male and 55.9% female) by November 2013.

The baseline survey shows that about 1% of the total surveyed population in 47 unions were reported to experience diarrhoeal incidence in 24 hours, 4% in two weeks, and 22% in one year. Children are more at risk of getting diarrhoeal symptoms and some 3% of the children aged 5 years and less were reported to experience diarrhoeal incidence in 24 hours, 8% in two weeks, and 39% in one year. The overall reduction of diarrhoeal incidence was calculated for about two-third (64.88%) from the baseline information. The incidence was calculated to be reduced by 71.43% in children aged 5 years and less.

There was an increased value of 20% of diarrhoeal incidence during baseline survey (OR: 1.1947) for the people who used to drink unsafe water in comparison with the subjects for improved sources of water; while the monitoring records (OR: 0.8951) explain an 11% lower incidence of diarrhoea for the people who used to drink unsafe water in comparison with the subjects for improved sources of water. The OR (1.4923) for baseline data for unhygienic and improved sanitation facilities shows that there was an increased value of around 50% of diarrhoeal incidence for the people who used to use unhygienic latrine in comparison with the subjects for improved sanitation facilities. The monitoring data for both the OR and RR values show a decreasing trend of diarrhoeal incidence in comparison with the baseline results due to the access to improved sanitation facilities.



Hygiene practice with proper handwashing before preparing foods and taking meals has the influence of diarrhoeal reduction. The OR values for baseline (1.1051) and monitoring data (1.0532) show a 5.18% declining trend of diarrhoeal incidence. The RR values also show almost the same declining trend (5.5%) of diarrhoeal incidence in the hard-to-reach areas. Likewise, the OR and RR values for hygiene practice with proper handwashing after defecation for both the baseline and monitoring data demonstrate the diminishing trend of diarrhoeal incidence. Moreover, the figures for OR and RR for hygiene practice with proper management of drinking water for both the baseline and monitoring data establish the lessening trend of diarrhoeal incidence in the project sites. Participants from FGD sessions told that after getting motivation from NGO Forum, they are now practicing hygiene issues and they are feeling better than was two or three years ago.

## Monitoring

In 2013, monitoring was undertaken for different projects & programmes at different interval to measure progress toward explicit short, intermediate and long-term results. Monitoring was undertaken comprising methods i.e. interview, observation, group discussion and spot visit under all the projects & programmes NGO Forum has been implementing in different eco-zones of Bangladesh.

Monitoring findings indicated that WaSH awareness of the target beneficiaries increased as of baseline. Monitoring findings confirmed that awareness of the target beneficiaries increased as of baseline as regards to safe water (baseline- 25%, monitoring- 53%) and hygienic latrine (baseline- 24%, monitoring- 54%). Access to safe water supply (baseline- 54%, monitoring- 61%) and access to hygienic latrine facilities (baseline- 26%, monitoring- 34%) gave a picture of increasing trend from baseline. As regards to personal hygiene practice, monitoring

findings showed increasing trend as of baseline concerning proper hand washing after defecation (baseline- 32%, monitoring- 44%) and before food handling (baseline- 14%, monitoring- 29%).

Different projects of NGO Forum provided support to 87 VSCs to produce different types of hygienic latrine. During the reporting period a total of 15,867 slabs and 46,648 rings were produced while 12,368 slabs & 39,150 rings were sold.

The capacity building and advocacy initiatives with Union Parishad enhanced their capacity in the areas of UP Open Budgeting, activation of UP WatSan Standing Committee, WatSan Committees at UP & Ward Level, publicize services information through Citizen Charter and publicize income & expenditure displaying information on UP notice board.

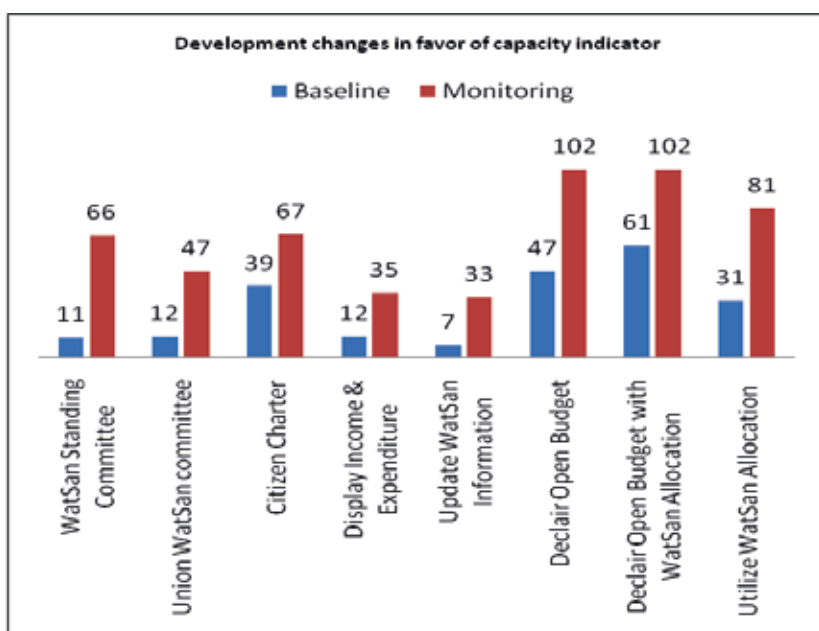
Information regarding the mentioned indicators were collected in the baseline & monitoring survey through group discussion and document review. Comparison of the findings of baseline &

monitoring depicted a visible change in respect to indicators. It was observed under monitoring that the development changes became visible for all indicators while conduction of UP open budget, WaSH allocation & utilization of WaSH allocation based on community demand was on top.

## Evaluation

### Mid-term Review:

The Mid-term Review of a hard-to-reach area-based project on WaSH governance was undertaken during the year. The third party-conducted Mid-term Review depicted that the Project was following a demand-based approach to meet the community needs for WaSH services. The WatSan needs of the poor and disadvantaged were conveyed to the service providers based on the CSA & CAP. The vast knowledge and necessary guidance of DPHE in the field of WatSan activities have been taken with due importance in planning and implementation of the project. WaSH status of the concerned upazilas was reviewed by the Upazila WatSan Committees and detailed work plan was drawn to ensure WaSH rights of the hardcore poor. Besides, government policies and strategies have been duly complied. The Project took initiative to reactivate the local government and community based institutions i.e. Union WatSan Committees, Union Disaster Management Committees, and UP's Sanitation, Water supply & Sewage Standing Committees. Besides this, in each ward two Village Development Committees covered different segments of community





including poor, women, ethnic population, Persons with Disabilities, and other disadvantaged population. Based on the need, the Project demonstrated context-specific water and sanitation options in 5 geo-hydrological zones i.e, coastal, drought, flood, haor & char, local masons had been involved in making latrines, which has also opened up scope for the flourishing of private sector.

Awareness has been created among all segments of people about importance of washing

hands properly at five critical times. Adolescent girls have become aware about personal hygiene and cleanliness during menstruation. It was found that sanitary latrines installed by the Project have become very effective and useful for the school students. The adolescent girl students are now happy to use these especially in menstrual period. This has also helped to decrease the number of absent days. Persons with Disabilities have been benefitted greatly as now can comfortably use special types of latrines based on their needs.

The Project helped to materialize WaSH governance by UP through facilitating pre-budget meetings at ward and union level, sharing the approved budget publicly, monitoring the project activities, sharing the latrine distribution list, disseminating information through display board, conducting and preparing meeting minutes, etc. All this has been leading to create transparency and accountability of the LGs and in turn helping the sustainability of the project outcomes.

# Chapter 4 Resource Generation and Mobilization

## Human Resource

NGO Forum's most valuable asset is its competent and skilled staff which is the driving force of the organization. To enhance the competency and skill of its working force NGO Forum takes different initiatives emphasizing the prime focus of WaSH and environment sector. Different trainings, workshops, conferences, exchange visits and knowledge sharing events were organized taking into account the professional concern of its staff.

The year 2013 can be termed as a starting of a transition towards excellence in Managing Human Resources. NGO Forum believes to create a gender-sensitive, harassment-free working environment. It went through a third revision of its Gender Policy to ensure congenial working environment where mutual respect is inevitable. To ensure women participation in organizational decision-making process, several committees have been formed involving female representatives of the organization.

Training programmes on Gender and Development, Rights-based Approach, Climate Change for Sustainable Environment were organized taking into account the professional

concern of the staff. Different knowledge sharing sessions were organized as regular initiatives over the year to be updated on relevant programmatic issues for better performance and efficient management.

The organization prioritized on Efficient Performance Appraisal System to establish an objective-oriented evaluation process which will simultaneously determine reward and punishment and ensure the employees career growth as well as greater organizational efficiency.

During the year number of recruitment was made for various positions including expert professionals from national level which supported NGO Forum to select the competent candidates irrespective of race, religion, sex, etc which is the core value of NGO Forum recruitment policy.

During the year, 186 staff had been working with NGO Forum. Among them, 129 were working as regular staff while 57 were working as project staff. Among them, 154 were male and 32 were female.

### Staff Recruitment

During 2013, NGO Forum recruited a total of 46 staff comprising of 5 regular and 41 project staff. Among them 38 were male and 8 were female.

### Staff Development

In order to strengthen the capacity and competence on the basis of the organizational need NGO Forum organized different training courses during the year.

Personnel of NGO Forum participated in different training, workshops, conferences covering the areas of WaSH, Human Rights, Governance,

Rights-based approach, Gender and Development, Climate Change, Disaster Management, Information Act, and so on.





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E-mail : <acnabin@bangla.net>  
Web : www.acnabin.com

### Auditor's Report

#### To the Members of Executive Committee of NGO Forum for Public Health and its Projects

We have audited the accompanying consolidated financial statements of NGO Forum for Public Health and its Projects as well as the separate financial statement of NGO Forum for Public Health which comprise the consolidated and separate balance sheets as at 31 December 2013, and the consolidated and separate statements of income and expenditure and receipts and payments for the year then ended and a summary of significant accounting policies and other explanatory information.

#### Management Responsibilities for the Financial Statements

Management is responsible for the preparation of these consolidated and separate financial statements that give a true and fair view in accordance with Bangladesh Financial Reporting Standards and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Bangladesh Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



### Opinion

In our opinion, the consolidated financial statements of NGO Forum and its Projects and the separate financial statements of NGO Forum for Public Health referred to above give a true and fair view of the consolidated financial position of NGO Forum for Public Health and its Projects and the financial position of NGO Forum for Public Health respectively as at 31 December 2013, and of the results of their operation and their receipts and payments for the year then ended in accordance with Bangladesh Financial Reporting Standards and comply with applicable laws and regulations.

Dhaka,  
15 July 2014



**ACNABIN**  
**Chartered Accountants**

**NGO Forum for Public Health and its Projects**  
**Consolidated Balance Sheet**  
**As at 31 December 2013**

	Notes	31.12.2013 Taka	31.12.2012 Taka
<b>Assets</b>			
<b>Non-current assets</b>			
Property, plant and equipment	3	146,500,354	147,759,089
<b>Current assets</b>			
Interest Receivable on FDR	4	4,508,097	42,956,506
Advance, Deposits and Prepayments	5	29,850,976	12,445,139
Current Account with Regions	6	5,310,111	7,799,306
IGA Support to Beneficiaries	7	-	15,806
Accounts and Other Receivables	8	1,331,865	3,968,268
Grants Receivable from Donors		1,087,260	5,857,136
Investment in Fixed Deposits Receipts (FDR)	9	161,318,909	99,660,000
Cash and Bank Balances	10	44,406,812	78,352,355
		<u>247,814,030</u>	<u>251,054,516</u>
<b>Total Assets</b>		<b>394,314,384</b>	<b>398,813,605</b>
<b>Fund and Liabilities</b>			
Fund Account	11	318,094,069	324,477,768
<b>Non-current Liabilities</b>			
Group Insurance Fund	12	3,287,866	3,554,840
Vehicle Maintenance Fund	13	1,645,103	1,645,103
Building Maintenance Fund	14	9,837,221	9,837,221
Regional Training Centre (RTC) Fund	15	5,400,950	5,400,950
Gratuity and Earn Leave Fund	16	34,444,400	29,446,985
		<u>54,615,540</u>	<u>49,885,099</u>
<b>Current liabilities</b>			
Accounts and Other Payables	17	8,808,741	14,584,901
Other Current Liabilities	18	12,364,047	8,900,158
Security Deposit	19	431,986	965,679
		<u>21,604,774</u>	<u>24,450,738</u>
<b>Total Fund and Liabilities</b>		<b>394,314,384</b>	<b>398,813,605</b>

The annexed notes form an integral part of the consolidated balance sheet.

  
**Head of Finance & Accounts**  
NGO Forum for Public Health

  
**Executive Director**  
NGO Forum for Public Health

This is the consolidated balance sheet referred to in our separate report of even date.

Dhaka,  
15 July 2014

  
**ACNABIN**  
Chartered Accountants

**NGO Forum for Public Health and its Projects**  
**Consolidated Statement of Income & Expenditure**  
**For the year ended 31 December 2013**

	Notes	2013 Taka	2012 Taka
<b>Income</b>			
Grants from Donors	20	215,444,587	226,919,713
Interest Income	21	24,392,502	18,220,233
Beneficiaries Contribution and Others	22	68,018,665	48,120,485
		<b>307,855,754</b>	<b>293,260,431</b>
<b>Expenditure</b>			
Program Expenses	23	144,540,936	116,631,946
Salaries and Allowances	24	90,223,522	91,384,211
Overhead & Operational Expenses	25	57,805,959	45,502,305
Depreciation		10,062,874	8,553,805
		302,633,291	262,072,267
Net surplus of income during the year		5,222,463	31,188,164
		<b>307,855,754</b>	<b>293,260,431</b>

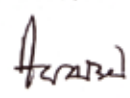
The annexed notes form an integral part of the consolidated statement of income and expenditure.

  
**Head of Finance & Accounts**  
NGO Forum for Public Health

  
**Executive Director**  
NGO Forum for Public Health

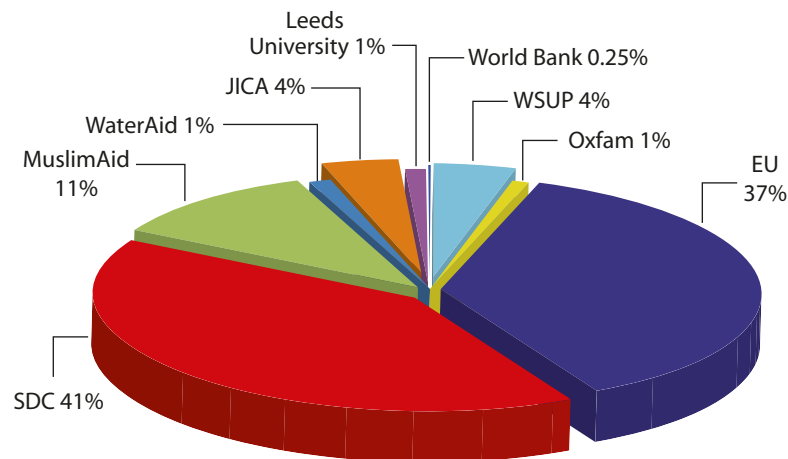
This is the consolidated statement of income and expenditure referred to in our separate report of even date.

Dhaka,  
15 July 2014

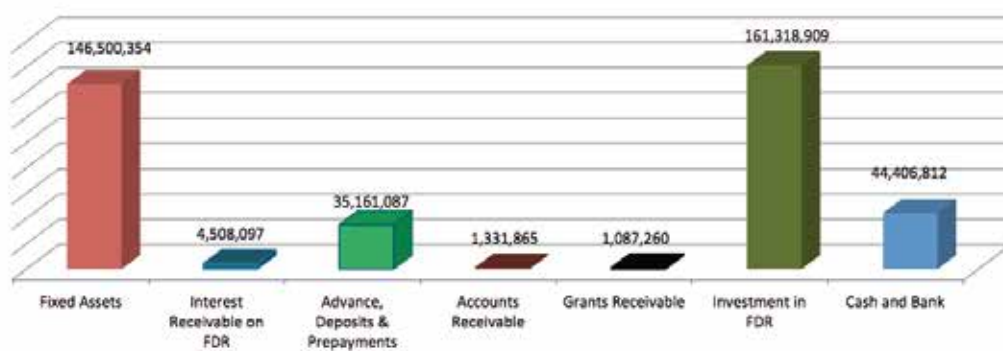
  
**ACNABIN**  
**Chartered Accountants**



## Donor-wise Grants Received in 2013 BDT-215.44 M (USD-2.76 M)



## Organizational Assets as at 31 December 2013



# Achievement so far

Year of Establishment	1982
<b>Programme Intervention Area</b>	
• Regional Office	14
• NGO & CBO Involved in Partnership	857
• Total District	64
• Total Upazila	394
• Total Union	3,406
• Total Village	27,910
• Total Household	7,263,877
<b>Water Supply Support to the Community</b>	
• Shallow Tubewell	40,514
• Deep-set Pump	6,312
• Deep Tubewell	5,463
• Pond Sand Filter	359
• Rain-water Harvesting System	3,500
• Arsenic-iron Removal Plant	1,996
• Ring-well	792
• Pipeline Water Supply/GFS	14
• Infiltration Gallery/Spring Water Capping System	12
• Different Type of Filters	1,301
• Tubewell Screening for Arsenic by Field Testing Kits	252,947
• Water Quality Testing in Laboratory	116,982
<b>Hygienic Sanitation Support to the Community</b>	
• VSC Run by NGO	570
• VSC Run by Private Entrepreneur	707
• Latrine Installed	7,752,755
<b>Training Provided</b>	
• Partner NGO Staff	38,506
• Community People	240,421
• Government Official	12,580
• Local Government Institution	21,246
<b>IEC/BCC Material Development</b>	
• Training Module	81 Types
• IEC Material	86 Types
• BCC Material	122 Types
<b>Promotional Activity Conducted</b>	31 Types
<b>People Benefited</b>	36.5 million

## POLICY FORMULATING STRUCTURE

The policy decisions of NGO Forum are made by a 7-member Executive Committee (EC) which is elected from & by the General Committee. The General Committee meets every year regularly while the Executive Committee is formed every 2-year.

### Executive Committee of NGO Forum

Vice Chairperson

**Dr. Salehuddin Ahmed**

Former Governor, Bangladesh Bank  
Silicon Point, Apartment No.- 4  
Plot - 311, Block - D, Safiat Road - 10  
Boshundhara Residential Area, Dhaka  
Tel: 8845340

Member

**Mrs. Jowshan A. Rahman**

Former Chief,  
Programme Planning Section, UNICEF  
Tel: 8858974

Member

**Ms. Rasheda K. Choudhury**

Executive Director  
Campaign for Popular Education (CAMPE)  
5/14, Humayun Road  
Mohammadpur, Dhaka-1207  
Tel: 8115769, 9130427

Chairperson

**Mrs. Tahrunnesa Abdullah**

Freelance Consultant  
4/B, Aminabad Housing Society  
Siddeswari, Dhaka  
Tel: 9360588, 9330405



Secretary (Ex-officio)

**Mr. S.M.A. Rashid**

Executive Director, NGO Forum  
Tel: 8154273-4, 8128258-9

Treasurer

**Ms. Shireen S. Mainuddin**

Managing Director, ASAAN  
Tel: 9561361, 9554124

Member

**Dr. Ainun Nishat**

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