

# Profile of SASUS



SASUS, ED-Shova Rani Mondal, devoted to social work sacrificing Her whole Life

## Seba Artha-Samajik Unnayan Sangstha

Address:

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# PART ONE



SASUS ED with office staff

## Organizational Information

# ORGANIZATIONAL INFORMATION

- Name of organization** : **Seba Artha-Samajik Unnayan Sangstha (SASUS)**
- Registration Address** : Vill+Post+Upazila: Delduar, District: Tangail, Bangladesh.
- Present Address** : Vill+Post+Upazila: Delduar, District: Tangail, Bangladesh.
- Date of Establishment** : 15, July-1994
- Contact Person** : **Shova Rani Mondal**  
Executive Director  
SASUS
- Cell No.** : +8801710-857571, +8801837-424099,
- Email** : [info@sasus-bd.org](mailto:info@sasus-bd.org), sasus.bangladesh@gmail.com
- Nature of the Organization** : Non-Governmental, Non- profit making and non- political  
Voluntary social development organization.

## **Legal Status & date of registration:**

- a) SASUS is registered with the Directorate of social Services under Government of Bangladesh vide Regd. No. T-D-0788/95 dated 29-06-1995.
- b) SASUS is registered with NGO Affairs Bureau under foreign donation (voluntary activities) Regulation Ordinance 1978 Regd. No. 1150 dated 29/03/1997 & renewal it every year.
- c) SASUS is also registered with Micro Credit Regulatory Authority (MRA), Bangladesh Bank, Regd. No. 05267-02974-00688, dated 11.02.2013 & renewal it every year.
- d) SASUS is enlisted with the Directorate of Youth Development, vide enlisted No. Ba-381/Tangail-82/Delduar- 3, dated: 29.05.2007.
- e) SASUS is affiliated with the Bangladesh Culture and Heritage Foundation, Ministry of Cultural Affairs, vide Affiliation No. BCHF/CO-14(31)/09, dated: 25.06.2009.
- f) SASUS has membership with the Coordinating Council for Human Rights in Bangladesh- CCHRB (BAMASOP).

## **Background:**

**SASUS** is a local Non Govt. Voluntary Organization established in 1994, with a view of introducing minimum ethics in the society or in culture. But at the time of implementation it was found that it is very hard to bring minimum honesty in the society. Without the development of socio-economic infrastructure, Furnish of SASUS movement to a right direction (motion) and start to work with the view of socio-economic development among the marginalized rural people both men & women. Within a short time SASUS activities spring with in much people. Behind all this we agree with the contribution of some committed initiator who has feelings for unhealthy marginalized rural people. SASUS is combined effort of long term participatory approach in human development.



**After Project-base workshop in co-operation with Swedish Swallows**

SASUS possesses relevant documents & approved constitution to work with the people for their development. It was timely affiliated with consistent Govt. and Non Govt. Organization inside or outside the country, SASUS is affiliated with Directorate of youth development GOB, Nijera Shikhi, Bangladesh Bank, DNFE, BAMSOP, BCHF, CDF and Directorate of Youth Development inside the country and DFID, the Swallows-Sweden outside the country. SASUS built intimate co-operation with other related local Govt. and Non-Govt. organization to ensure much participation and available resource utilization.

It is our realization that an overall development is not achievable without the development of women and gender equity. At the year of women's world conference of 1995, we

traced on giving preference women in development and make a positive change within its physical and methodological infrastructure. A new direction was added within on going program activities. Women's participation increased within execution and implementation level. We emphasize to provide maximum services for female group members.



Helping Disable people in co-operation with South Korean organization

### **Vision:**

A society, which is economically productive and equitable, socially just, environmentally sound and effectively democratic will be developed.

### **Mission:**

Participatory sustainable development provided institutional support to the poor (particularly women and children).

### **Governance:**

SASUS is governed managed and administered by a member of bodies and committees as spelled out in its constitution. The constitution is approved by the registration authorities who provide registration. SASUS has 02 (two) kinds of council viz; General Council (GC) and the Executive Council (EC).

As per constitution of SASUS any person interested in the promotion of and engaged in any voluntary activities having objectives for human development and poverty alleviation an/or women development in Bangladesh is eligible to become member of the General

Council. The size of the General Council (GC) is 21 members where two beneficiaries/clients are represented. GC approved budgets, annual reports, future action plans and also the appointment of auditor and others.

On the other hand the Executive Council has 07 members elected from GC. Every after 03 (three) years, the general council members elect the EC by direct votes. The EC comprises a chairman, a vice chairman, General Secretary, a treasurer and three other members. The EC is solely responsible for framing policies and guidelines for SASUS.

### **Internal control system:**

The organization regularly publishes its half-yearly and annually report and also gets its accounts audited by external auditor. The reports are sent to different stakeholders including relevant government agencies and donors. As per requirement of the government, the NGOs need to submit the audited accounts of any programs and disseminates the findings to different stakeholders.



**Community Leaders meeting by SASUS**

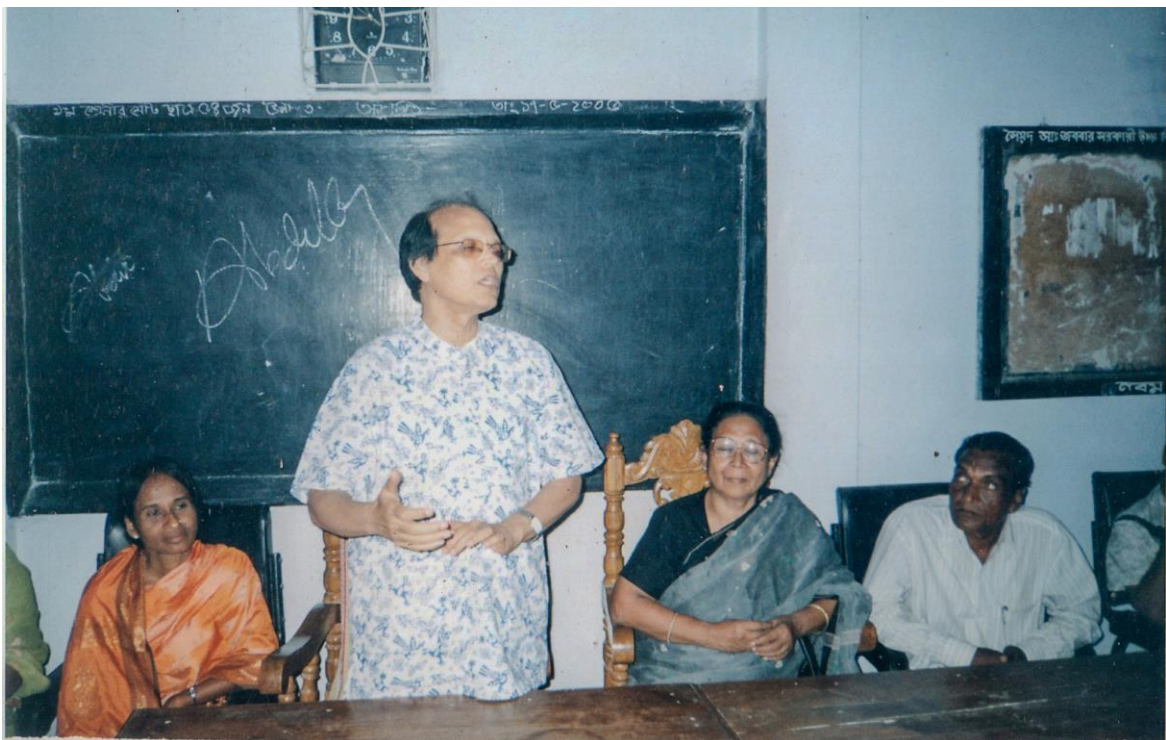
The internal control system includes use of MIS for decision making, formalizing accounting, systems, internal auditing and regular internal supervision and pursuance of budgetary practices.

SASUS has internal auditor, report of the auditor's is forwarded to the Executive Director and other competent authorities. Based on the auditor's report connective measures are

adopted. Every six month, there is a follow-up in this respect. In doing each management SASUS estimates demand for money from its branches. It carries out cash planning. In case there is any excess money, it is kept as deposit in the bank.

The organization has accounts unit. The unit follows generally accepted accounting principles and maintain cash book, all kinds of ledgers and pass books. They can prepare in financial statements like income and expenditure statement, balance sheet, cash flow and trial balance. Financial performance is also assessed based on financial ratio analysis. The statements are usually done monthly for Executive Director. These are also prepared annually. The accounting staff can prepare budget themselves. EC is provided with financial statement after every three months. Bank accounts of SASUS are operated by the joint signatory as per constitution.

SASUS uses the instruments viz; cheque, cheque issue register, money requisition, financial note file, cash withdraw register, voucher approval etc.



**Meeting regarding organization's annual report**

Monitoring and supervision are carried out by internal auditing staff at the field level to gauge the accuracy of the savings and credit information.

### **Board/Executive meeting:**

Almost 06-07 board meetings were held in a year. The meetings reviewed the progress of overall SASUS activities, adopted a number of decisions and provided important guidelines. The board approved the plan for SASUS and also approved the proposal for donor.

### **Annual General Meeting:**

The annual general meeting are held yearly basis. The meetings reviewed the activities of the organization, approved annual report and budget. Besides the following decisions are adopted in the meetings;

- A five member election commission is formed to elect the executive council.
- Annual activities reports are approved.
- Approved budget for next years.
- Decentralization of administration, monitoring and audit are being decided.

### **Staff meetings:**

Regularly staff meetings are held in the head office and branches. Discussions are held in free and congenial atmosphere in a participatory way.

### **Staff Strength of SASUS:**

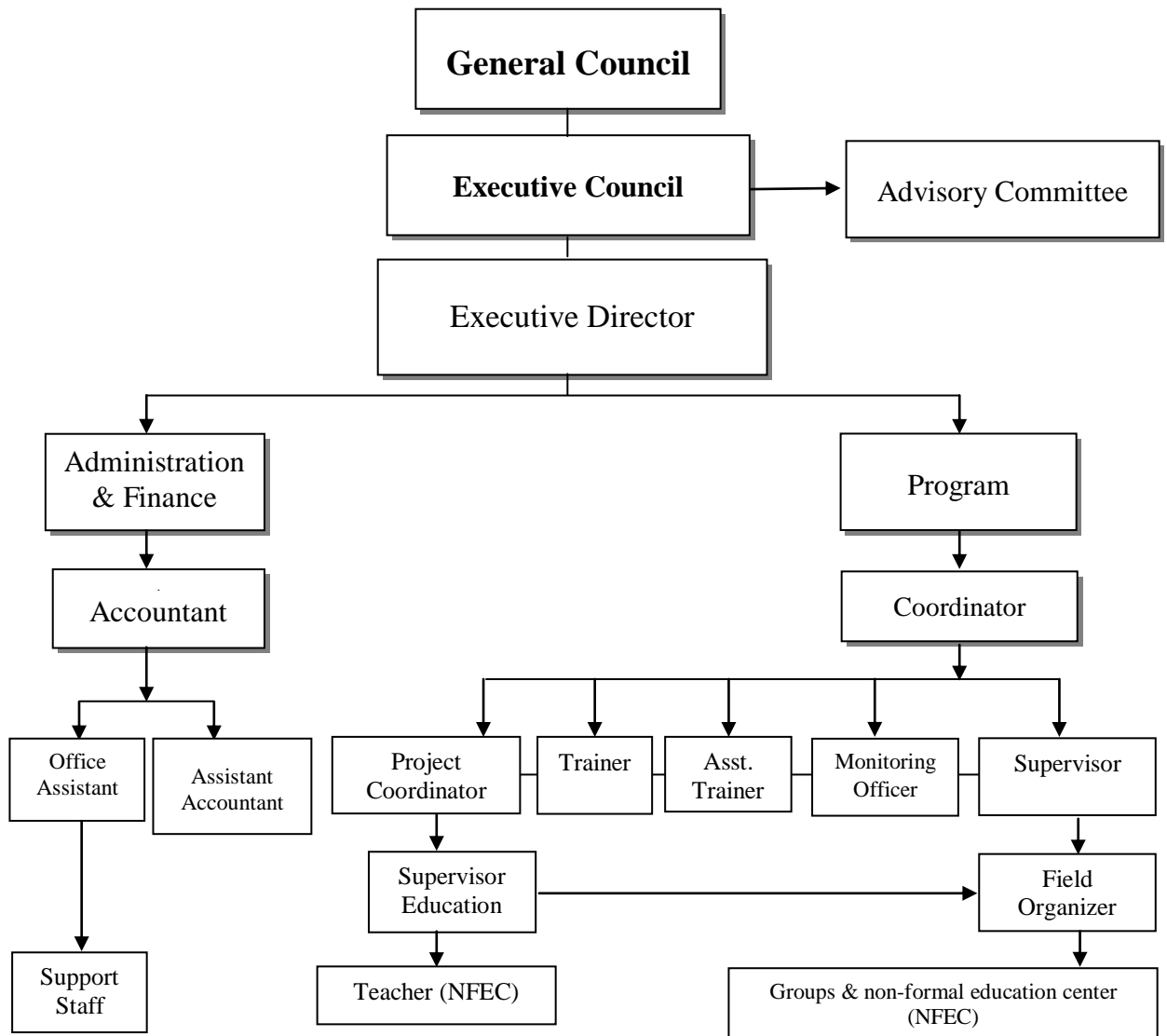
Present staff strength of SASUS is 55. Details of present staffs are stated below:

Sl. No.	Category	Number of staff		Total
		Male	Female	
01.	Regular staff	22	05	27
02.	Temporary	09	03	12
03.	Part-time	08	03	11
04.	Volunteer	03	02	05
<b>Total:</b>		<b>42</b>	<b>13</b>	<b>55</b>

All the staff are experienced and committed to work with the downtrodden people for their development, but they need additional training for their efficiency building.



**Organogram of SASUS:**



All the staffs are trained-up and committed to work with the poor & vulnerable people for their development.

## **Membership:**

SASUS has membership with; (a) Youth Networking program of Jubo Unnyan Adhidaptar, (b) BMSP (c) Cultural Rights, (c) The Swallows, Sweden, (d) Directorate of Women Affairs (DWA), (e) DFID, (f) DNFE, (g) CDF, (h) Nijera Shikhi and (i) Dhaka and German Technical Cooperative (Gtz), Housing Project, VGD program and Government of Bangladesh.

## **Networking capacity of SASUS:**

That SASUS has got a strong network with GO, NGOs, Religious Leaders, Elected Bodies, Elite, Political and Cultural Leaders, Teachers and Educationists and Foreign donors. The organization is widely known and accepted throughout the whole district of Tangail. The organization is recognized as a strong development agent in the area. The organization has also built-up close relationship among the group members and community people. We mention here that there is strong network has been built-up among other local NGOs in the area. SASUS is the member of that network.



Meeting with Swallows representative regarding SASUS projects purpose

## **International Campaign**

### **Membership** :

That SASUS has international campaign membership with the Swallows-Sweden, Eksjo-Sweden & DFID.

**General Membership** : 21 Members.

**Executive Committee** : 07 Members.

**Advisory Committee** : 03 Members.

**List of Present Executive committee:**

SL No	Name	Position	Address
1.	<b>Md. Shafiur Rahman</b>	Chairman	Vill.-Subarnotoli, Post-Bathuli. Delduar, Tangail, Bangladesh.
2.	<b>Md. Sakawat Hossain</b>	Vice-chairman	Vill-Baimhati, Post-Mirzapur, Upazila-Mirzapur, Dist-Tangail, Bangladesh.
3.	<b>Shova Rani Mondal</b>	Executive Director	Vill.-Delduar. Post-Delduar, Upazila-Delduar. Dist-Tangail, Bangladesh.
4.	<b>Mohammad Ali</b>	Treasurer	Vill-Kuichtara, Post-Delduar, Upazila-Delduar. Dist-Tangail, Bangladesh.
5.	<b>Rasheda Parvin Jhorna</b>	Secretary for social welfare affairs	Vill + Post-Lauhati, Upazila-Delduar, Dist-Tangail, Bangladesh.
6.	<b>Shikha Rani Das</b>	Office Secretary	House # 116, Feryghat Road, Paradise Para, Tangail Sadar, Tangail.
7.	<b>Majeda Begum</b>	Executive Member	Vill-Lauhati, Post-Lauhati, Upazila-Delduar, Tangail, Bangladesh.

**Operational Area:**

**Seba Artha Samajik Unnayan Sangstha (SASUS)** is operating its major activities in 01 (One) districts namely- Tangail and other projects all over Bangladesh.

We mentioned here with a short Geo-graphical Background of the operational area Delduar and Nagarpur Upazila in the District of Tangail. **As per statistical information of Bureau of Bangladesh (Web), 2011** total area of the Upazila is 184.54 Sq.km. Total population of the Upazila stand about 207,278 (Two lac seven thousand two hundred seventy eight) only. The Upazila consist of 08 Unions, 168 Villages and total area of the Nagarpur Upazila 266.77 Sq.km. Total population of the Upazila stand about 288,092, Upazila consist of 12 Unions, 244 Villages.

## Familiarity:

SASUS is a local NGO initiated by the different people in the rural areas. We considered ourselves as a part a partner of the people. In the same way people also feel that SASUS is their own organization and its not outsider/foreigner & the workers are not strangers. Because our personnel have been recruited from the locality. They are well familiar with the people, their culture and customs/practices. They have been brought up either in the nearby villages or in some of the villages. Moreover, we always strive to recruit the project staff from and among the youngsters of the locality so that, they can bring some good results for the people of their own locality. They will have more intensive feelings than the outsiders. The people will also embrace them as their nearest people and well-wishers. The Executive Director of the organization as well as all other staff members of higher ranks pays random visits to the project areas, hold discussions with the people and pay heed attentively to people.



**Japanese donors visited the SASUS projects area**

As a result no undesired situation against SASUS and its activities has yet been created in the locality as it occurs/occurred in case of other national NGO's and their staff members. People of the proposed areas conceive positive views about the personnel of SASUS as well as its activities. They are spontaneous in participating to the activities of SASUS.



**Tree plantation program by SASUS**

For the sake of target people's development, all the personnel maintain good liaison with local elites, reach people and the local govt. departments.



As a result they play vital roles, if and when required, as development allies. People participation in our activities and their positive views towards SASUS is a very plus point & strength for us. Moreover, keeping liaison/coordination/discussion with other NGO's is one of the normal activities of SASUS. Good relationship with personnel of other NGO's is also amiable and commendable. SASUS has every opportunity to strengthen the relationship with other NGO's because we hold meetings, seminars, and workshops at different Forums/Coordinating Agencies, like BMSP, Nijera Shikhi and Swallows, DWA etc.



**Making agreement for projects with Sweden swallows representative**

### **Main objectives:**

The main objectives of SASUS is to empower the poor, less-fortunate and distressed people in socio-economic emancipation through people's organization, training, empowerment, non-formal education, revolving micro-credit support for economic activities, water-aid, sanitation, environment up-gradation, emergency relief and rehabilitation of ameliorating their due rights in the society to lead an active and healthy life.



Free Medical camping by SASUS

### **Specific objectives of the organization:**

- Mobilize and organize the poor & vulnerable people for their development through rapport building motivation & animation.
- For making the group self-supporting activate group dynamism in terms of regular meeting, raising saving fund, leadership development, decision making process, maintenance of accounts & records and able to run the group independently.
- For ensuring participation in development process and able to find out root causes of poverty, exploitation & hunger facilitate the group members in raising their social awareness about their needs and interests.
- For enhancement of potentialities, knowledge and skills along with change of beliefs, attitude and perception in socio-economic development process impart both human and skill development training to the group members and leaders.
- For poverty alleviation and promoting women's economic rights & control over resources create self-employment generation to group members SASUS provided micro credit support.
- For enhancing their functional skills in literacy and innumeracy for ensuring their participation in development process through confidence building and breaking up cultural silence SASUS impart non-formal education to illiterate adults, adolescent and children.

- For ecological balance, environmental protection and pollution free environment SASUS undertake social forestry and environmental up-gradation program in the area.
- For reduction of population boom & reduce fertility rate in the area through MCH based SASUS is being implemented Family Planning Program
- Provide package of soft and hardware support to the distressed and powerless people about health, water-aid and sanitation for improving personal and environmental hygiene & reduction of intensity of water borne diseases in the area for diseases free life.
- Develop village nursery in the project area for ensuring doorstep availability of saplings of timber, fuel and fruits to the community people for encouraging in development of social forestry to maintain ecological balance & source of income.
- Facilitate organized poor & vulnerable women in undertaking handicrafts by ensuring both hard & software support for regular income to alleviate poverty & hunger along with promoting women's economic rights and control over resources.



**Financially aid to the poor & vulnerable women for self-reliance**

- Generate social mobilization in favor of social forestry and pollution free environment by ensuring both hard & software support.
- Disseminate agricultural technology transfer know-how in the field of agricultural, livestock, poultry and fisheries at the doorstep of the beneficiaries and the group member for boosting up agricultural production and productivity both in farm & non-farm sectors for food security and nutritional improvement.



- Assist organized group members for undertaking needs based program on food security and nutritional improvement to lead an active and healthy life.
- Work with the people as catalyst to initiate and inculcate the spirit of self-help among the program participants.
- Ensure emergency and rehabilitation program at the time of disaster for immediate survival and restoring normal life situation of disaster victims.



**Relief distribution to the flood affected people**

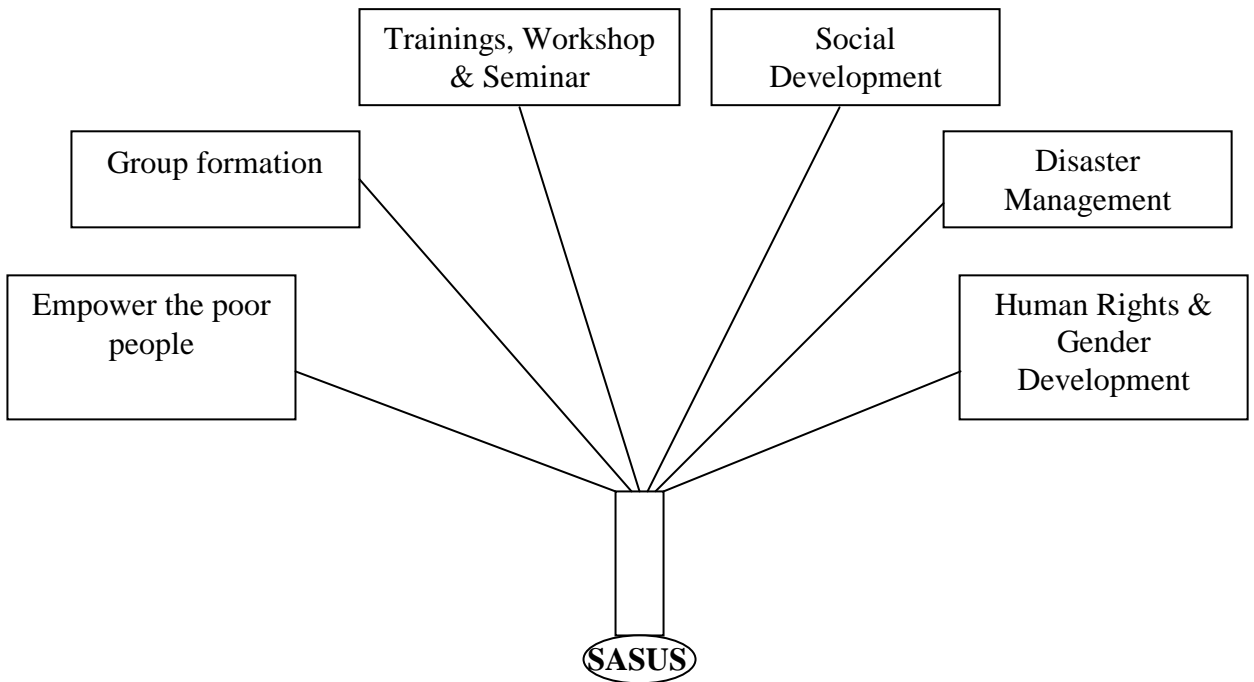
- Stimulate the process of sustainable development through developing capabilities, potentialities and empowerment.



- Develop linkages with relevant Government, National and International Development Agencies for wider support and co-operation.



SASUS Executive Director visited to the Swallows Sweden office



### Objectives Tree

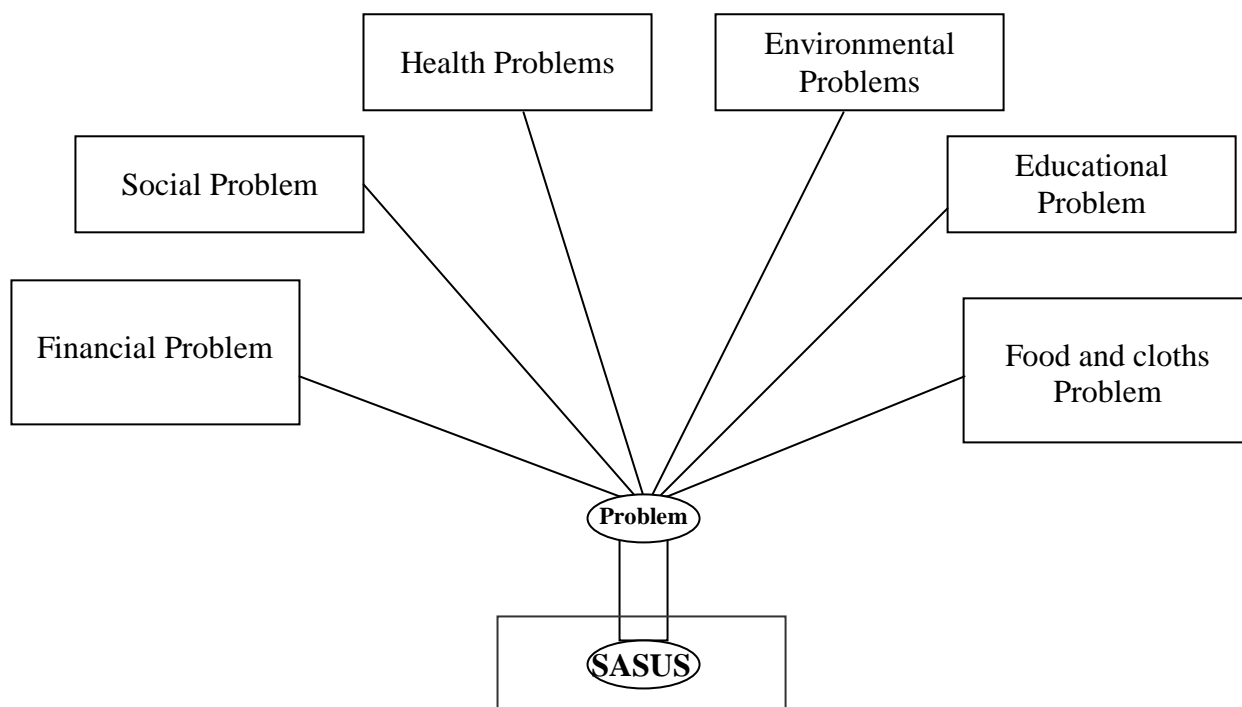
## **Target group:**

SASUS target people are of lower income group families viz. land-less, day laborers, marginal farmers, destitute and economically poor. Beneficiaries are mobilized & organized into homogeneous groups in terms of occupation, class and sex through rapport building, motivation and animation. Thereafter, they are empowered through training and education. And finally, they are facilitated by extending micro credit for initiation of economic activities to ensure regular income to alleviate poverty & hunger through active involvement and participation.



**Helping the poor & disable people by SASUS**

Project inputs are being provided as per work plan to organized group members for their comprehensive development. SASUS stresses on undertaking need-based program for implementation & it always provide priority in bottom-up project planning & implementation. Family members of organized group members are the indirect beneficiaries of the project. Presently, SASUS prioritizes both target group development approach and community development approach in program implementation.



## Problems Tree

### **Core problems of the target groups:**

- Target group members are very weak in mental force because they are illiterate and culturally silent.
- Target groups are victim of poverty and living below poverty line as because they are weak in financial force.
- Target groups are socially weak due to ignorance, superstition, isolation and civic inertia.
- Target groups are weak in physical force due to suffering from ill health, munitions and various diseases.
- Target groups are exploited by others and victims of civic disintegrate due too socially, economically, culturally and politically depended.
- Due to lack in critical analyses of their situation and unable to identify the causes of structural problems and work of solution to them target groups are weak in self-governing force.
- Due to lack in confidence to change their own situation target groups are fatalistic in attitude.
- Due to weak in mental force target groups are unable to raise their voice together to solve their problems and established their due rights in the society.

- Due to lack of proper education on awareness building and development concept target groups are socially unaware and unable to find out root causes of poverty and exploitation.
- Due to lack in savings habit, non-availability of credit support on easy terms and unplanned utilization of credit money target groups are suffering from money lenders with exorbitant rate of interest.
- Due to lack in internal cohesion and sense of solidarity among themselves target groups are weak in combating to establish their voice.

### **Target group selection criteria:**

- Target group members are of same mentality, same status and same area of age group 18 to 50 years.
- Said members belong to lower income groups viz; day-laborers, marginal farmers, land less, destitute, widow and economically poor with mentality to change their own situation by collective efforts.
- Said members' possess savings mentality and spirit of working together with cooperation and mutual trust.
- Said group have to abide by bylaws of the groups and rules and regulations of SASUS.
- Said members have to be illiterate, economically poor, socially backward and culturally weak with landed property of less than 15 decimal of land.
- SASUS priorities destitute women, landless, day labors and economically poor.
- Selection of said members should be one member from one family.
- Said member will have commitment for regular attendance in group meetings, raising savings fund and active participation in group activities.
- Said member have commitment to mobilize local resources especially men power, water and soil.

### **Activities carried out:**

- Group formation, group dynamism, raising savings fund and social awareness building;
- Training, seminar and workshop to group members, leaders and staffs;
- Revolving micro-credit support against income generating activities;
- Health, nutrition, water aid, sanitation and family welfare;
- Social forestry;
- Women development program;
- Non-formal adult education (monitoring);
- Disable development program;
- Gender and human rights establishment;
- Non-formal Primary Education;
- Climate change adaptation;

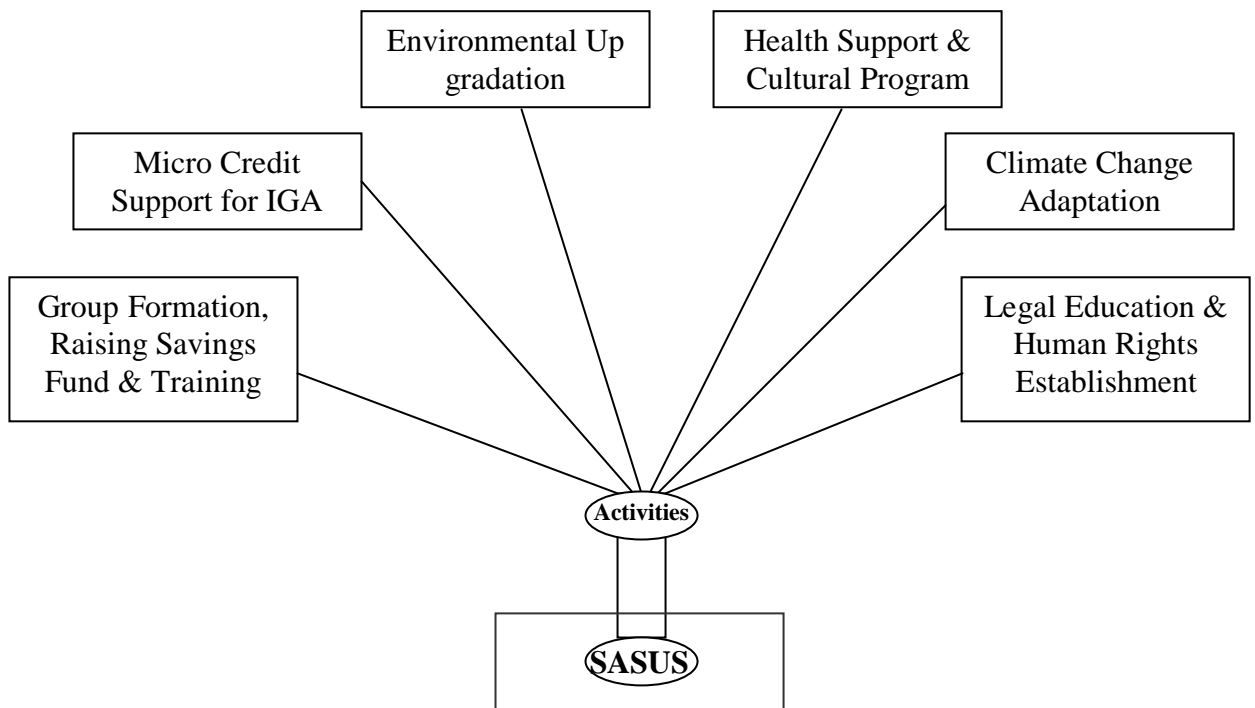
- HIV/AIDS prevention;
- Relief and rehabilitation program;
- Road safety, nursery and plantation;



**Free tree distribution to the poor people for plantation**

- Local Govt. strengthening program;
- Pregnant mother allowances distribution program;
- Cultural program;
- Rural Health Care project
- VGD Program





**Activities Tree**



**Awareness build up and tree plantation training to the poor people**

## **Working Experiences:**

The working experience of SASUS in the field of rural development stands about 25 years. SASUS has been implementing intensively a package of development programs by working together with distressed & poor destitute people both men & women for their socio-economic emancipation since 1995.



**Furnace making training to the rural people to save the environment**



**Highlights of implemented & are being implementing programs are reflected below:**

<b>Sl.#</b>	<b>Title of Program</b>	<b>Donor</b>	<b>Duration</b>	<b>Status</b>
1	Women & child development Program	The Swallows, Sweden & SASUS won fund.	1994-97	Completed
2	Hand-loom weaving & Embroidery	British High Commission	1997-98	Completed
3	Emergency Relief & Rehabilitation Program.	The Swallows, Sweden	1998-99, 2004, 2007	Completed
4	Expansion of hand-loom demonstration centre & micro credit program.	DFID, Bangladesh, British High Commission	1999-2000	Completed
5	Post flood rehabilitation & micro credit program.	The Swallows, Sweden.	1999-2000	Completed
6	Non-formal Adult Education Program for age group 11-45 years.	The Swallows, Sweden.	1995-2002	Completed
7	Non-formal Primary education for children age group at about 6-10 years.	The Swallows, Sweden & Nijera Shikhi, Dhaka, Bangladesh.	1994-1999	Completed
8.	Revolving Micro Credit program for poverty alleviation	Bangladesh Sonali Bank(Refundable)	2002-2003	Completed
9	Environmental Awareness and Education Program (EAEP)	The Swallows, Sweden.	2002 – 2002	Completed
10	Social Mobilization Program for Women Empowerment (SMPWE)	The Swallows, Sweden.	2003 – 2005	Completed
11	Post Literacy and continuing education for human development (Monitoring)	DNFE, GOB	2003-2006	Completed
12	Post Flood Rehabilitation Program (PFRP)	The, Swallows, Sweden	2005-2005	Completed
13	Sustainable Poverty Alleviation Program (SPAP)	The, Swallows, Sweden	2006-2008	Completed
14	Pregnant Mothers Honorarium	Directorate of Women Affairs	2010-2012	Completed
15	Income Generating Program (IGP)	The, Swallows, Sweden.	2007-2013	Completed
16	Allowances for pregnant mothers	Directorate of Women Affairs	2010-2013	Completed
17	Livelihood Development through	Eksjo-Sweden	2010-2010	Completed

Sl.#	Title of Program	Donor	Duration	Status
	Income Generating Activities (LDIGP)			
18	Revolving Micro Credit program for Agriculture development	Uttra Bank Limited (Refundable)	2013-2015	Completed
19	Revolving Micro Credit program for Agriculture development	Uttra Bank Limited (Refundable)	2018-2020	Completed
20	Rural Health care project	Ministry of Health and family welfare	2019-2020	Completed
21	Revolving Loan Fund (RLF)	Donors, public fund & Own fund	1997	On going
22	Vulnerable Group Development (VGD)	Directorate of Women Affairs	2015	On going
23	Multi-dimensional Training for Skill Development	Different Donors and SASUS.	1995	On going
24	Housing project	Bangladesh Bank	2017	On going
25	Social Development Program	Directorate of social welfare	2017	On going
26	HIV (AIDS) Prevention Program	SASUS own fund and The Swallows, Sweden	2003	On going
27	Special Allotment for Mujib Borsho Housing program	Bangladesh Bank	2022	On going

**Impart 5 days training on climate change protection policies for 600 group members both male & female yearly.**

- Impart 5 days training on poultry birds rearing at climate resilient period for 300 female group members yearly.
- Impart 5 days training on saplings plantation, nursing and caring for 600 members both male & female yearly.
- Impart 5 days training on homestead vegetable and fruits gardening in climate resilient for 300 female members yearly.
- Impart 5 days training on milch cow rearing in modern scientific method for 300 women member yearly.
- Impart 5 days training on cow fattening in modern scientific method for 300 female members yearly.
- Impart 5 days training on goat rearing for 300 female members yearly.
- Impart 5 days training on fish culture development in climate resilient by modern scientific method for 300 fishermen yearly.

- Impart 5 days training on dry food processing for 300 female members yearly.
  - Impart 5 days training on awareness about climate change and environmental development policies for 600 vulnerable groups both male & female yearly.
  - Impart 5 days training on optimum use of chemical fertilizer and pesticides in agriculture field for 300 farmers yearly.
  - Impart 5 days training on compost fertilizer and green manure preparation for 300 farmers yearly.
  - Impart 5 days training on importance of ecological balance and causes of environmental pollution for 600 members both male & female yearly.
  - Impart 5 days training on proper use of hygienic latrine for 600 members both male & female yearly.
  - Impart 5 days training on primary health care for 600 members both male & female yearly.
  - Impart 5 days training on mother and child health care for 600 members both male & female yearly.
  - Impart 5 days training on nutrition education and cooking balance food for 300 housewife yearly.
- v. To develop 36 nos. program staff through 6 days orientation training in 1st year, thereafter 04 days refresher course in 2nd year for efficient program implementation.
  - vi. To develop 06 nos. managerial staffs through 10 days TOT on food security in 1st year.
  - vii. To develop 06 nos. managerial staffs through 10 days TOT on social protection in 2nd year.
  - viii. To develop 06 nos. managerial staffs through 10 days TOT on primary health care in 1st year.
  - ix. To develop 06 nos. managerial staffs through 10 days TOT on mother and child health care in 2nd year
  - x. To organize 01 day workshop for 400 community leaders yearly on resource mobilization for developing appropriate policies and strategies in resource mobilization.

- xi. To organize 01 day workshop on climate change awareness and protection for 400 workers yearly of different mill-factory, brick-field, boiler etc. for active participation in climate change protection.
- xii. To organize 01 day workshop on protection of environment pollution for 400 community people both male & female yearly for understanding and appropriate protection polices for generate future healthy life.
- xiii. To organize 01 day workshop on mother & child health care for 400 household both male & female yearly for sound health of mother & child.
- xiv. To organize 01 day workshop for 400 household on dry food processing yearly for future food security.
- xv. To organized 10 nos. Seminar for 3,000 community leaders yearly by batches on root causes of climate change and its protection for future healthy life of the people.
- xvi. To organize 01 day annual get together and rally for 3,000 members both male & female on social mobilization for ecological balance and protection of climate change with a view to strengthen inter and intra group cohesion along with wider cooperation, understanding and fraternity.
- xvii. To organize 50 Nos. Uthon Boithok yearly on environmental up-gradation and food security policies for future healthy life of the community people.
- xviii. To organize 50 Nos. Uthon Boithok yearly on livestock rearing properly for future food security of the people in the proposed project area.
- xix. To organize 50 Nos. Uthon Boithok yearly on local resource mobilization for getting positive response infavour of their livelihood.
- xx. To organize 50 Nos. Uthon Boithok yearly on gender relationship development for family peace and social eligibility.
- xxi. To provide saplings of timber, fruit and fuel to 3,000 poor community people yearly, for undertaking home based a forestation and social forestry to maintain ecological balance and generate source of supplementary income.
- xxii. To installed 1,000 sets of low-cost hygienic latrine yearly at the premises of vulnerable groups for improving the sanitation facilities along with reduction of water borne diseases for good health.
- xxiii. To present 50 Nos. environmental issues based film show yearly to the community people for understanding the causes of environmental pollution and climate change with a view to immediate protection for healthy life of future generation.

- xxiv. To provision 50 Nos. environmental issue based slide projection yearly for awareness on environmental pollution and climate change and become able to protect climate change for sound health.
- xxv. To play 50 Nos. issues based drama yearly in the projection area for spontaneous participation of the people in favor of maintaining ecological balance and pollution free environment.
- xxvi. To sing 50 Nos. 'Jari Song' yearly on environmental issue and climate change for immediate protection in favor of pollution free environment.
- xxvii. To conduct 60 Nos. community leaders meeting, 30 Nos. discussion forum, 10,000 Nos. posturing, 10,000 leafleting, 20,000 Nos. stickering, 20 Nos. Miking, 10 Nos. School Program & 5 Nos. College Program in favor of environmental initiative and management for personal and environmental hygiene along with community support and cooperation for maintaining ecological balance and pollution free environment for greater interest of community.
- xxviii. To conduct annual evaluation of the program for ascertaining the trained of progress of activities and find out its weakness.
- xxix. To ensure regular supervision, follow-up, monitoring and reporting for successful program achievement.
- xxx. To conduct annual audit after accomplished the program activities.

**Status of imparted training to group members & leaders by 31<sup>st</sup> December-2004:**

<b>SL No</b>	<b>Theme of training</b>	<b>Duration</b>	<b>No. of participants</b>	<b>No. of batch</b>	<b>Arranged by</b>
1	Training to group leaders on leadership development	3-days	120	4	SASUS
2	Training to group members on social awareness building & development concept.	3-days	120	4	SASUS
3	Training to group leaders on legal education & support	3-days	120	4	SASUS
4	Training to group treasurers on group accounts & record keeping	5-days	60	2	SASUS
5	Training to group members on mother & child health care	3-days	120	4	SASUS
6	Training to group members on nutrition education & cooking balance food	3-days	120	4	SASUS
7	Training to group leaders on credit utilization & management system	3-days	60	2	SASUS
8	Training to group leaders on gender relation development	3-days	120	4	SASUS
9	Training to group members on professional skill development	3-days	120	4	SASUS
10	Training to group leaders on disaster management	3-days	60	2	SASUS

**High lights of implemented programs are reflected below:**

<b>Project Name And Country</b>	<b>Name of employer and contact person</b>	<b>Types of Services Provided and year of completion</b>	<b>Value of contract</b>
Group Formation and Micro Credit Program	Own initiatives	Motivation and formation of groups thereafter micro-credit support has been provided to the vulnerable people for income generating activities.	1995 to till now.
Women and Child Development Program	The Swallows-Sweden	Empowerment of vulnerable women and children through different training programs and child education programs.	2004 to 2006
Hand loom Weaving and Embroidery	British High Commission	Technical training and financial support to the disadvantaged people for hand loom weaving and embroidery	1998 to 2001
Emergency Relief Program	The Swallows-Sweden	Emergency Relief distribution at the time of flood disaster thereafter rehabilitation of them.	1998, 2004 and 2007
Non-formal Adult Education	Integrated	Provide primer, exercise book, ball pen, black board, attendance register, seating arrangement and conduct lesson to the illiterate adult for literacy skill.	2006 to 2011
Non-formal Primary Education	The Swallows-Sweden & Nejera Shikhi	Provide primer, exercise book, ball pen, black board, attendance register, seating arrangement and provide primary education to the children.	2006 to 2011
Expansion of handloom demonstration center	DFID	Constructed hand loom demonstration centre including 10 Nos. hand loom.	1998 to 2001
Post Flood Rehabilitation Program	The Swallows-Sweden	Construction of Dowling houses, sanitation latrine and tube-well.	1998, 2004 and 2007
Environmental Awareness and Education Program	The Swallows-Sweden	Conduct training, workshop, seminar, court year meeting and get-together.	January to December, 2002
Social Mobilization Program for Women Empowerment	The Swallows-Sweden	A package of training program, workshop, meeting with social leader,	2004 to 2006

<b>Project Name And Country</b>	<b>Name of employer and contact person</b>	<b>Types of Services Provided and year of completion</b>	<b>Value of contract</b>
including hygiene practice, sanitation and water supply		experience exchange tour, sapling a forestation and sanitation.	
Monitoring on Post Literacy and Continuing Education for Human Development	DNFE at present BNFE, GOB.	Visit to literacy center, advise to facilitator and instruction how to organized classes.	2004 to 2006
Medicare Services	Local initiatives & SASUS	Instruction to the patients, provide medicine and medical checkup.	2006 to till.
Sustainable Poverty Alleviation Program (SPAP) including water & sanitation	The Swallows-Sweden	Training to group members and leaders, workshop, social leaders meeting, experience exchange tour, saplings for a forestation, installation of low-cost hygienic latrine and experience exchange tour and get-together.	2006 to 2008
Pregnant Mother Allowance Distribution Program	Directorate of Women Affairs	Pregnant mothers training, advice and provide allowances.	2009 to till.
Revolving Micro credit Program	Integrated	Imparted skill development training, provide financial support for income generating activities.	1998 to till.
Income Generating Programme (IGP)	The Swallows-Sweden	Imparted skill development training, provide financial support for income generating activities.	2007 to till.

Documentary evidences in support of experiences in the relevant

## **SWOT analysis of SASUS:**

### **Strength:**

**The following are the strong points of the organization;**

- SASUS has a strong network with GO-NGOs through the whole Upazila.
- Majorities of the group members of the organization are women.
- Maximum groups are organized.
- The groups are dynamic; organization, re-organization and nursing always take place.



- The organization is a women headed organization which works for landless, day laborers, marginal farmers, destitute and victims for empowerment especially women and child;
- The group members are savings minded and also involved in IGA. They are conscious and learning towards sustainable poverty alleviation and empowerment.
- That staff members some are qualified and very committed to work with the downtrodden people.
- Executive Committee members of SASUS are active and play a vital role in managing and implementing programs.
- Monthly meeting reviews all activities and the staff presents their activities in the meeting. The problems and future direction are discussed in the open floor to overcome all obstacles to implement the program.
- Organizational democratic cultures are promoted through participatory decision making process.
- By rotation every staff has the equal chance to be the chair in monthly staff coordination meeting.
- Positive perception of field level people towards the development agenda of SASUS motivates the workers.
- SASUS stresses on “process oriented development approach rather than that of task oriented” for making the program socially accepted and leads towards sustainability.



**SASUS Distributed built house to the homeless people financed by Bangladesh Bank.**

- SASUS adopts both target groups and community development approach in program execution emphasizing working with the people for their development.
- The Executive Director who is responsible for overall program implementation and management always maintain sincerity and honesty for motivates the staff to carry out a good working relationship wall with all related to the development of the organization.

### **Weakness of SASUS:**

- The group members are very much credit minded.
- Some staffs are lack of proper skilled and knowledge in conducting project activities due to insufficient skill development training.
- The organization is weak in monitoring the project activities.
- Less interest to change group leader's for leadership development.
- The organization faces problems in providing sufficient fund for conducting IGA.
- The number of staff is skill-less as compared to the volume of works in different program.
- SASUS has no continuous skill development training program for staff due to lack of financial capacity where by, trainings are most essential for staffs efficiency building to smoothly program implementation.

### **Opportunities:**

- SASUS facilities in human resources development of the organized groups members through training, education, workshop and others for their empowerment, enhancement of creativity and eagerness towards development.
- SASUS has eligibility in the society of working areas for the socio-economic advancement of the poor community.
- The group members of SASUS have regular meeting, raising savings fund and social awareness building education and discussion.
- SASUS always stops the collection of the weakly installment of credit money during disaster period. Not only that, all the staff of SASUS donated a part of their salary for emergency Relief during disaster period.
- SASUS has been distributing saplings of timbers, fuel & fruit to the beneficiary's continuously at the rainy session for developing ecological balance along with generation of source of income.

- For improving sanitation facilities of the group members along with reduction of intensity of water borne diseases. SASUS has been providing low cost hygienic latrine continuously in the working areas.
- For making the program socially accepted and to get wider community support and co-operation SASUS has been organizing community leaders meeting continuously in the working areas.
- For strengthening wider solidarity among the organized group members with intra and inter group cohesion, co-operation, understanding and fraternity in favour of establishing their due rights in the society, SASUS organizes one day annual get-gather yearly.

### **Threats:**

- Political problem is one of the major challenges faced by the staff of SASUS. The political leaders always try to influence the staff of SASUS to motivate the group members in their favor of against their opponents.
- Illiteracy, gender equity, illegal divorce, dowry, dependent on others, exploitation from money lenders, lack of awareness on economic activities insufficient fund. Natural calamities viz. flood, cyclone, tornado, river erosion and fundamentalist may destroy the group activities.

### **Future Plan:**

SASUS intends to intensify its on-going programs and plan to undertake need-based programs for comprehensive development of the downtrodden and poor people by mobilizing local resources especially man power, different skill development training program, water and soil to boost-up production and productivity both in farm and non-farm sectors to lead an active and healthy life in inside the country and outside the country.

## **Annual report of SASUS Micro-credit program**

Micro-credit program of SASUS is being implementing/implemented Revolving Loan Fund (RLF).

### **Introduction of Micro-Credit Program:**

SASUS has been started the Revolving Loan Fund (RLF) under Micro Credit Program in 1997 with some group of people in Delduar & Lauhati Union of Delduar Upazila under Tangail District of Bangladesh. The program is being implemented with the financial assistance of SASUS committee members and group members savings fund from its inception. Soon many people joined in SASUS savings & credit groups. They took loan from SASUS for Income Generating Activities (IGA) in succession by repaying their previous loan. The said are members able to improve their families, economic status progressively out of the program. The membership turnover rate was few and far between them. Majority of them faithfully maintain their membership status still to day. Using the experience SASUS need to expend its Micro Finance operation as per need/demand of the beneficiaries for full-fill their basic needs as per constitution. However, the effort was

seriously constrained by shortage of capital fund. Also meeting the burgeoning demands for loans by the existing group members become a challenging management concern. So, that finding out on alternative source of fund become more imperative.

### **Revolving Loan Fund (RLF) of SASUS:**

The poor community normally does not have access to Bank loan or not trusted by traditional money lenders, now they can easily secure loan for generation of family income. This opportunity is for non-traditional lending sectors through the micro finance program of Seba Artha Samajik Unnayan Sangstha (SASUS), Delduar, Tangail, Bangladesh. We mentioned here that the program has been implementing in Delduar & Lauhati Unions of Delduar Upazila in Tangail district Bangladesh.

The said area is vulnerable to natural calamities like flood, cyclone & river erosion. The area is agro based but the agricultural sector is undeveloped & unable to keep pace with the growing need of the area in terms of food & employment. Non-farm activities in the area are limited. Acute poverty, diseases, malnutrition, ill-literacy, ill-health, ignorance, civic inertia and unemployment are the common way of life in the area. On the other hand, due to lack of infrastructure and enabling political culture/environment private sectors are not growing in the pace in Bangladesh as one could have expected comparing its potentialities. As a result agriculture still remains as the mainstay of its economy. However, this sector can hardly support the hundred & hundreds of people joining in agriculture labor market every year due population explosion. Having no formal schooling and skills, many of them cannot find jobs and live an ignominious live in object poverty and impoverishment. The micro credit program has been provided unique opportunity to take out a living through self-employment. Out of loan programs SASUS beneficiaries are able to engages themselves in various income generating activities such as small trade, poultry birds rearing, cow fattening, milch cow rearing, vegetable gardening, fisheries, agriculture development and small business and others for reduction of their poverty. The basic reasons of poverty of the area among general message are associate with;

- Non-existence of savings habit among general message.
- Lack of credit facilities on easy terms.
- Unplanned utilization of credit money.
- Lack of relevant scheme wise skills & marketing facilities.

To overcome the situation and promote the economic rights of the organized group members, SASUS intends to extend credit support to the group members for undertaking viable income generating activities (IGAs) for regular income to elevate poverty through active involvement and participation.

The preconditions of credit distribution are of;

- Regular in group meetings & raising savings fund;
- Active and conscious participation in group activities;
- Ability to proper utilization of credit amount;
- Commitment for installment wise repayment;
- Scheme will be of socially & economically profitable.

Group members have to apply to the group through prescribed pro-forma starting the importance of the scheme for credit as financial support. Afterwards the said application will be reviewed at the group meetings and taken decision for credit disbursement after justifying its accountability and feasibility. Thereafter, the said application will be

recommended to SASUS for credit disbursement. Credit is being distributed through agreement.

Credit recovery is installment wise. Service charge is recovered out of credit money for making the program self-supporting and to erase relief mentality.

Out of credit recovery a revolving fund is being generating for extension of similar activities among other group members for regular income to alleviate poverty & hunger. This program is called Revolving Loan Fund (RLF). SASUS has been started this program in 1997 with some group of people in Delduar & Lauhati union of Delduar Upazila in Tangail district, Bangladesh, with the financial assistance of SASUS committee members and group members savings from its inceptions. On the other hand, loan realized are credited and form a part of the Revolving Loan Fund (RLF) for extending further credit. This process of landing, recovery and further landing ensure that the micro-credit facilities are not able to provide loan to all members due lack of necessary fund. A minimum 1% loan loss reserve is kept in order to cover the risk of default loans.

### **Employment Opportunity:**

Up to 30 June 2020 total disbursement are of BDT 342,200,417/- among the 18666 group members. Out of 18666 members 14623 are female and rest 4043 are male. Out of 14623 female 11677 are involved in direct income earning activities. This can be considering as a grate leap forward towards women empowerment. Creating employment opportunities for the hard-core poor people is another objective of SASUS. To attain this objective SASUS always encourages its borrowers to employ people from the bottom poor families at their ventures. In this area it has succeeded to some significant extent. As yet a total of 2337 members have been self employed out of the program. SASUS gives priority to employment for hard-core poor in order to stable the social harmony that exists in our society over the years and to mitigate the disparity in earnings and access to resources for bottom poor sufferers of the society.

Evidences & achievement said earlier show that RLF right forward toward micro enterprises & contribute to vigorous growth of agriculture and can create numerous employment opportunities for the hard-core poor resulting in better living status in the community. RLF its way forward will continue engaging women in enterprises eventually empowering women to minimize existing gender disparity in our society.

A Revolving Loan Fund (RLF) was constituted in 1997 under the program to finance small Income Generating Activities (IGA) under taken by the group members of local initiatives support services project. Being extremely poor, the group members were excluded from micro credit program operated by the other NGOs in the area. Them SASUS issued worth BDT-5,000/- to 5,00,000/- per members on very flexible credit terms. Loans were repaid in single installment annually which depending on the Income Generating Activities (IGA). This enabled the borrowers to make the repayments of loan without compromising their present need. They utilized these loan amount in various Income Generating Activities such as; small trade, poultry birds rearing, cow fattening, milch cow rearing & other project. The group members also deposited savings to SASUS in weakly meetings.

Taking advantage of repeat loans they could slowly improve their economic status. Also the degree and extend of hunger and starvation was significantly reduce. They had no always deficit house hold among the group members towards the end of second terms loan.

### **Health education & micro-finance model for sustainable development:**

Micro finance is a development approach for the poor. For sustainable development of poor people it is need in development of self-confidence, health services, training on financial literacy and management capabilities, with savings & credit services as ultimate demand based package services towards the economic & social development of the poor people. SASUS has been practicing micro finance program for a long time with a view to developed livelihood status.



**Former Hon'ble Governor, Mr. Atiur Rahman Sir of Bangladesh Bank visited SASUS projects**

Based on that experience SASUS has developed a micro finance model and it has been implementing the model in a cost effective way to overcome the difficulties of maintaining livelihood management interventions towards attacking poverty for the comprehensive development of disadvantaged and under privileged people. Before economic poverty people need to get rid other human poverty like education, health etc. The long time practicing experience tells that livelihood security which results sustainability shall have to face obstacle if the development interventions are not an integrated one. Our experience says that micro finance and other social development support work together to attack on poverty most successfully. The above mentioned social development and micro finance support of SASUS help the poor people in a very effective way to extend in the society in a better position. Thus SASUS micro finance model will attain the acceptability in civil society as the cost effective micro finance model in the area.

### **Financial Support:**

Empowerment of poor & hard-core poor people both male & female through economic and financial emancipation is one of the main activities of SASUS. It has been implementing several program of the projects through which SASUS is providing financial support to aforesaid people with a view to reduce their poverty. Major financial support services are credit program, savings program.

### **Major objectives of credit program:**

- To empower the poor & vulnerable people both male & female and reduce their poverty;
- To utilize their own resources for Income Generating Activities;

- To create employment/self-employment opportunity for the poor people;
- To initiate the creativity of the poor family and;
- To mobilize & utilize the local resources.

### **Details of disbursement loan of Revolving Loan Fund (RLF):**

<b>Disbursement Year</b>	<b>Name of Project</b>	<b>Number of group</b>	<b>Number of group members</b>	<b>Number of loanee</b>	<b>Disbursement amount</b>
1996-1997	Agriculture development	03	45	15	45,000/-
	Fishery development	04	60	14	17,000/-
	Small trade	06	92	32	1,10,950/-
	Poultry rearing	05	75	21	84,000/-
	Milch cow rearing	03	45	06	72,000/-
	Goat rearing	05	70	10	50,000/-
	Irrigation	04	62	20	1,60,000/-
	Rickshaw van pulling	15	175	15	1,05,000/-
	Hand loom operation	07	105	14	2,10,000/-
	Handicrafts	12	178	36	1,08,000/-
1998-1999	Handicrafts	12	178	32	96,000/-
	Agriculture development	03	45	15	60,000/-
	Fishery development	04	60	12	72,000/-
	Small trade	06	92	38	1,71,000/-
	Poultry rearing	05	75	18	74,000/-
	Milch cow rearing	03	45	06	84,000/-
	Goat rearing	05	70	12	72,000/-
	Irrigation	04	62	24	2,40,000/-
	Rickshaw van pulling	15	175	12	96,000/-
	Hand loom operation	07	105	18	2,16,000/-
1999-2000	Handicrafts	12	178	40	1,20,000/-
	Agriculture development	03	47	20	72,000/-
	Fishery development	04	60	13	65,000/-
	Small trade	06	92	52	2,34,000/-
	Poultry rearing	06	92	16	80,000/-
	Milch cow rearing	05	75	05	75,000/-
	Goat rearing	03	45	13	78,500/-
	Irrigation	05	70	25	2,50,000/-
	Rickshaw van pulling	04	62	12	96,000/-
	Hand loom operation	15	175	22	3,30,000/-
2000-2001	Handicrafts	12	178	31	1,26,000/-
	Agriculture development	03	45	18	68,000/-
	Fishery development	04	60	11	55,000/-
	Small trade	06	92	50	2,25,000/-
	Poultry rearing	05	75	19	76,000/-
	Milch cow rearing	03	45	06	90,000/-
	Goat rearing	05	70	15	90,000/-
	Irrigation	04	62	20	1,80,000/-
	Rickshaw van pulling	15	175	16	1,28,000/-
	Hand loom operation	07	105	32	5,12,000/-

<b>Disbursement Year</b>	<b>Name of Project</b>	<b>Number of group</b>	<b>Number of group members</b>	<b>Number of loanee</b>	<b>Disbursement amount</b>
2000-2001	Handicrafts	12	178	35	1,40,000/-
	Agriculture development	03	45	18	68,000/-
	Fishery development	04	60	11	55,000/-
	Small trade	06	92	50	2,25,000/-
	Poultry rearing	05	75	19	76,000/-
	Milch cow rearing	03	45	06	90,000/-
	Goat rearing	05	70	15	90,000/-
	Irrigation	04	62	20	1,80,000/-
	Rickshaw van pulling	15	175	16	1,28,000/-
	Hand loom operation	07	105	32	5,12,000/-

2001-2002	Agriculture development	03	45	21	84,000/-
	Fishery development	04	60	13	72,000/-
	Small trade	06	92	47	2,11,500/-
	Poultry rearing	05	75	22	88,000/-
	Milch cow rearing	03	45	04	72,000/-
	Goat rearing	05	70	18	1,08,000/-
	Irrigation	04	62	21	2,10,000/-
	Rickshaw van pulling	15	175	15	1,20,000/-
	Hand loom operation	07	105	28	4,48,000/-
	Handicrafts	12	178	31	1,52,000/-
2002-2003	Agriculture development	03	45	19	76,000/-
	Fishery development	04	60	14	84,000/-
	Small trade	06	92	38	1,90,000/-
	Poultry rearing	05	75	16	56,000/-
	Milch cow rearing	03	45	05	80,000/-
	Goat rearing	05	70	20	1,00,000/-
	Irrigation	04	62	22	2,20,000/-
	Rickshaw van pulling	15	175	14	1,30,000/-
	Hand loom operation	07	105	27	3,78,000/-
	Handicrafts	12	178	35	1,85,000/-

Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2003-2004	Agriculture development	03	45	16	80,000/-
	Fishery development	04	60	10	60,000/-
	Small trade	06	92	45	2,25,000/-
	Poultry rearing	05	75	15	68,500/-
	Milch cow rearing	03	45	06	96,000/-
	Goat rearing	05	70	22	1,10,000/-
	Irrigation	04	62	26	2,60,000/-
	Rickshaw van pulling	15	175	13	1,04,000/-
	Hand loom operation	07	105	21	4,20,000/-
	Handicrafts	12	178	34	1,70,000/-
2004-2005	Agriculture development	03	45	22	98,000/-
	Fishery development	04	60	16	96,000/-
	Small trade	06	92	28	98,500/-
	Poultry rearing	05	75	23	92,000/-
	Milch cow rearing	03	45	05	75,000/-
	Goat rearing	05	70	20	90,000/-
	Irrigation	04	62	15	96,000/-
	Rickshaw van pulling	15	175	06	60,000/-
	Hand loom operation	07	105	05	90,000/-
	Handicrafts	12	178	20	90,000/-
2005-2006	Agriculture development	04	60	18	1,80,000/-
	Fishery development	05	76	15	82,000/-
	Small trade	08	120	36	3,12,000/-
	Poultry rearing	12	182	60	1,80,000/-
	Milch cow rearing	03	46	07	1,40,000/-
	Goat rearing	07	105	21	2,10,000/-
	Irrigation	05	76	42	2,20,000/-
	Rickshaw van pulling	10	152	20	2,30,000/-
	Hand loom operation	07	105	14	84,000/-
	Handicrafts	16	302	48	1,44,000/-



Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2006-2007	Agriculture development	03	45	15	45,000/-
	Fishery development	05	76	15	75,000/-
	Small trade	11	165	33	1,22,000/-
	Poultry rearing	14	213	42	1,26,000/-
	Milch cow rearing	04	62	06	90,000/-
	Goat rearing	06	93	18	90,000/-
	Irrigation	08	123	16	1,92,000/-
	Rickshaw van pulling	05	78	10	70,000/-
	Hand loom operation	02	28	03	45,000/-
	Handicrafts	18	268	54	2,70,000/-
2007-2008	Agriculture development	03	45	15	45,000/-
	Fishery development	03	48	12	72000/-
	Small trade	12	180	30	165000
	Poultry rearing	08	118	40	200000/-
	Milch cow rearing	02	28	04	60000/-
	Goat rearing	06	94	18	108000/-
	Irrigation	05	77	11	110000/-
	Rickshaw van pulling	05	73	09	54000/-
	Hand loom operation	03	45	03	45000/-
	Handicrafts	13	68	39	118000/-
2008-2009	Agriculture development	03	45	15	45,000/-
	Fishery development	03	54	09	45,000/-
	Small trade	16	244	82	4,92,000/-
	Poultry rearing	12	63	30	2,10,000/-
	Milch cow rearing	05	82	14	2,10,000/-
	Goat rearing	14	217	42	2,52,000/-
	Irrigation	06	90	18	1,80,000/-
	Rickshaw van pulling	10	152	13	1,04,000/-
	Handicrafts	09	138	27	1,44,000/-

Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2009-2010	Agriculture development	03	45	15	45,000/-
	Fishery development	03	48	06	72,000/-
	Small trade	16	234	48	2,40,000/-
	Poultry rearing	08	122	32	96,000/-
	Milch cow rearing	01	16	02	32,000/-
	Goat rearing	08	123	24	1,20,000/-
	Irrigation	06	93	18	2,16,000/-
	Rickshaw van pulling	05	99	08	48,000/-
	Handicrafts	11	165	33	99,000/-
	2010-2011	Agriculture development	03	45	15
Fishery development		02	33	09	72,000/-
Small trade		18	274	68	3,40,000/-
Poultry rearing		09	142	25	78,000/-
Goat rearing		07	106	23	2,30,000/-
Irrigation		07	108	24	2,88,000/-
Handicrafts		15	81	66	1,90,000/-
2011-2012	Agriculture development	03	45	15	45,000/-
	Fishery development	10	152	20	1,00,000/-
	Small trade	12	173	48	4,80,000/-
	Poultry rearing	11	165	44	1,42,000/-

	Goat rearing	08	121	28	2,40,000/-
	Irrigation	08	120	24	2,62,000/-
	Handicrafts	09	135	18	90,000/-
2012-2013	Agriculture development	03	45	15	45,000/-
	Fishery development	02	32	12	1,20,000/-
	Small trade	10	156	40	3,20,000/-
	Poultry rearing	12	184	60	3,00,000/-
	Goat rearing	05	73	12	1,20,000/-
	Irrigation	10	153	32	3,20,000/-
	Rickshaw van pulling	05	82	20	1,20,000/-
	Handicrafts	15	178	36	1,08,000/-

Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2013-2014	Agriculture development	81	1277	172	24,55,000/-
	Fishery development	17	266	27	7,20,000/-
	Small trade	92	1497	254	81,60,000/-
	Poultry rearing	33	535	47	2,45,000/-
	Goat rearing	13	237	21	1,48,000/-
	Irrigation	47	814	79	10,99,000/-
	Rickshaw van pulling	17	317	24	6,89,000/-
	Handicrafts	6	116	11	1,05,000/-
2014-2015	Agriculture development	86	1392	189	34,67,000/-
	Fishery development	19	362	24	9,60,000/-
	Small trade	88	1492	281	92,54,000/-
	Poultry rearing	35	548	43	3,95,000/-
	Goat rearing	18	286	26	2,44,000/-
	Irrigation	62	976	106	22,75,000/-
	Rickshaw van pulling	26	412	39	7,22,000/-
	Handicrafts	12	189	17	1,65,000/-
2015-2016	Micro enterprise	95	1208	105	1,05,00,000/
	Small trade	99	1088	185	5,925,000/-
	Agriculture development	102	1115	66	2,410,000/-
	Fishery development	17	588	17	1,40,000/-
	Poultry rearing	35	715	56	280,000/-
	Goat rearing	43	706	55	160,000/-
	Irrigation	102	1208	113	2,555,000/-
	Rickshaw van pulling	19	340	32	1,015,000/-
	Handicrafts	5	57	26	265,000/-

Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2016-2017	Micro enterprise	102	1404	145	14560000
	Small trade	100	1277	205	11005000
	Agriculture development	88	1115	122	3575000
	Fishery development	13	220	37	480000
	Poultry rearing	21	370	57	770000
	Goat rearing	37	419	94	920000
	Irrigation	92	1275	108	5535000
	Rickshaw van pulling	43	685	58	1790000
	Handicrafts	13	153	44	789000

Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2017-2018	Micro enterprise	113	1377	213	19750000
	Small trade	137	1712	419	11225000
	Agriculture development	131	1596	477	5553000
	Fishery development	18	492	59	1225000
	Poultry rearing	54	1081	396	1722000
	Goat rearing	41	831	129	852000
	Irrigation	122	2196	309	5676000
	Rickshaw van pulling	37	666	57	2433000
	Handicrafts	15	133	28	981000
2018-2019	Micro enterprise	121	2171	227	24100000
	Small trade	147	2217	351	13872000
	Agriculture development	145	2133	313	7721000
	Fishery development	21	378	61	1623000
	Poultry rearing	59	1086	391	1719000
	Goat rearing	46	833	163	1133000
	Irrigation	127	1997	411	7726000
	Rickshaw van pulling	39	653	87	3218000
	Handicrafts	17	307	63	1211000

Disbursement Year	Name of Project	Number of group	Number of group members	Number of loanee	Disbursement amount
2019-2020	Micro enterprise	122	681	259	29378000
	Small trade	152	1398	671	13930000
	Agriculture development	47	833	86	4750000
	Fishery development	51	388	51	1525000
	Poultry rearing	71	1096	177	1655000
	Goat rearing	66	972	71	1377000
	Irrigation	151	2386	308	11215000
	Rickshaw van pulling	81	712	77	970000
	Handicrafts	39	416	231	922000

### **Case study:**

Twenty years story of Mrs. Rina Begum Family is one of the flaming example on the way of development especially the impact of I. G. P. Mrs. Rina Begum was born in 1972 at the village Shalpolaru gram is situated on the bank of the river Dholessory under Lahuhati Union the backward rural area of Delduar Sadar Upazila. Her family was very poor. They had a little land for cultivation. When she becomes 18 years old her family takes in marriage with Mr. Shukur Mollah a premature age at the Neighbor village Pongborotia in 1990. After seven years of her married life she became to separate with her husband from her father in-law family. The new families of Rina Begum have got only five decimal paternal lands at the time of separation. She made a little house with bamboo and chon. Within 5 (five) years of her married life she takes two children one is son and one is daughter. She was living with her children in a very measurable condition. Both husband and wife sales labor to the rich man house and field but they got a little wages for livings. In 1998 their little houses and paternal land has been damaged by the devastation flood

and river erosions. The then period she becomes migrated to the village Dhamkhando and she made a little house with bamboo and chon on the khasland. She was mentally prepared and self-committed to literate her children, although she is illiterate, but she was conscious about the effect of illiteracy. She becomes fails to literate her first children due to lower family income.

At the year 1998 she become the member of Aggragami Mahila Samity. After two years of group formation Mrs. Rina Begum got a little amount of loan Tk-5,000/- from SASUS for poultry rearing. She becomes avail to earn extra income and established her as an earning member of the family.

At this time both husband and wife received Non-formal education provided by SASUS. That has to bring a reversal change of their life style. They have taken necessary steps to educate their latest son. He is now passed H.S.C. However, within one year Rina Begum repaid her total loan to SASUS and received another loan amounting Tk-30,000/- (Thirteen thousand) for milch cow rearing. Every day she got 5-7 K.g. milk and sold to local market for maintaining their family expenses and repaid the loan by weekly installment. In this way she become able to earn as much as, which is enough to make surplus a little amount. Then she arranges marriage of her daughter without dowry. Not only that with surplus money she also made a tin-shed house for living and another house for cooking and she purchased three sheep and one cow. Within one year she refund her second term loan and took another loan Tk-40,000/- (Forty thousand) for small trade. She started business with close negotiation between husband and wife. They have started their business by to way the husband perches vegetable from the local market and sales to nearest town caring by his solders. Then he perches some stationeries for their house shop. The wife playing the roles to sale stationeries from house. By this income from both side business they become able to earn as much as which is enough to make surplus more amount and they refund the principal loan amount to SASUS in due time. They are also maintaining documents of business separately, like a literate person. Her husband Mr. Shukur Mollah always takes a ball-pen and note book in his upper pocket, where, he write down his daily income and expenditure both of his business and family life. Suitable relations have to develop between husband and wife. But, Mr. Shukur Mollah is dead in 2009. After his dead Mrs. Rina Begum who was running their business as much as properly with her son. Mrs. Rina Begum neglected before some days by her husband and other family members. Now she is one of the most important members of her family. Now the Rina Begum family is conscious about health and family planning. She has installed a pit latrine and tube-well. All the family members use latrine and drinking water for all domestic purpose. Mrs Rina Begum running on the way of development with self-confidence.

# **PART TWO**

## **Projects Information**

## **Target Beneficiaries:**

**Very Poor people–Farmers, dropout students, low educated young people, disabled people, female, divorced women, destitute people, tortured women, deprived people, adolescents boy & girls, unemployment people, disadvantaged people, depressed people, underprivileged people, Floating population, Commercial sex workers, Drug addicted people at 81 upazilas area of nine districts in Bangladesh.**

**For**

**Awareness build up training, consultation, free distribution & different kinds of skill development training programs**



# **Summary**

**of  
the implemented & some Future  
Projects plan**

## **Summary of the implemented & some Future Projects plan**

**Title of the Project:** Covid-19 Awareness build up training, consultation, free distribution & different skill development training programs to improve the life style of the disadvantaged people.

**Locations of the Project:** Total 81 upazila of nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Rongpur, Gaibandha, Lalmonirhat, Kurigram, Nilphamari & Dinajpur.

**Name of Implementing Organization:** SEBA ARTHA SAMAJIK UNNAYAN SANGSTHA (SASUS)

**Addresses of the organization:** Delduar, Post- Delduar, Upazilla- Delduar, District- Tangail, Bangladesh. Tel: 88-01710857571.

### **Objectives of the organizations:**

1. The main objectives of SASUS is to empower the poor, less-fortunate and powerless people in socio-economic emancipation through people's organization, training, empowerment, non-formal education, revolving micro-credit support for economic activities, water-aid, sanitation, environment up-gradation, emergency relief and rehabilitation of ameliorating their due rights in the society to lead an active and healthy life.
2. To identify and organize the disadvantaged people in group for the improvement of their living standard.
3. To combat Covid-19 and other fatal diseases by awareness build up and different training programs.
4. To facilitate organized group members in raising their social awareness and enable them to find out root causes of poverty, hunger and Rehabilitation.
5. To establish human right especially for the disadvantaged people, refugees, disabled people, women, and children and reduce violence and discrimination.
6. To make a safety communication and sustainable environment.
7. To eradicate the literacy by formal and non-formal education.
8. To aware of the Gender development and their rights establishment.
9. To promote planned families, reducing maternal, child morality and morbidity.
10. To improve the awareness of the poor about their deprivation and exploitation through legal Aid training.
11. To promote sustainable agriculture, crops production and nursery development for natural Environment.
12. To ensure Water & Sanitation facilities to the target people.
13. To improve the socio-Economic status of the target groups by developing the habit of savings, providing skill training and income generating activities.
14. To provide relief and rehabilitation supports to the Refugees in Bangladesh and disaster people during natural calamities.



## **PROGRAM DESCRIPTION:**

**SASUS** implemented Three(3)-years program to reach urban and rural people together with the disadvantaged people & high-risk population of 81 upazila of nine the districts which are namely: 1. Basail 2. Bhuapur 3. Delduar 4. Dhanbari 5. Ghatail 6. Gopalpur 7. Kalihati 8. Madhupur 9. Mirzapur 10. Nagarpur 11. Shakhipur 12. Tangail Sadar (**1-12 under Tangail Distirct**) 13. Belkuchi 14. Chowhali 15. Kamarkhand 16.Kazipur 17. Raiganj 18. Shahzadpur 19. Sirajganj Sadar 20. Tarash 21. Ullapara (**13-21 under Sirajganj Distirct**) 22. Bogura Sadar 23. Adamdighi 24. Dhunot 25. Dhupchancia 26. Gabtali 27. Kahaloo 28. Nandigram 29. Sariakandi 30. Shajahanpur 31. Sherpur 32. Shibganj 33. Sonatala (**22-33 under Bogura District**) 34. Badarganj 35. Gangachara 36. Kanunia 37. Mithapukur 38. Pirgacha 39. Pirganj 40. Rangpur Sadar 41. Taraganj (**34-41 under Rangpur District**) 42. Fulchari 43. Gaibandha Sadar 44. Gobindaganj 45. Palashbari 46. Sadullapur 47. Saghata 48. Sundarganj (**42-48 under Gaibanda District**) 49. Chilmari 50. Bhurungamari 51. Fulbari 52. Kurigram Sadar 53. Nageswari 54. Rajarhat 55. Rajibpur 56. Rowmari 57. Ulipur (**49-57 Kurigram District**) 58. Aditmari 59. Hatibandha 60. Kaliganj 61. Lalmonirhat Sadar 62. Patgram (**58-62 under Lalmonirhat District**) 63. Domar 64. Jaldhaka 65. Kishoreganj 66. Nilphamari Sadar 67. Saidpur 68. Dimla (**63-68 Under Nilphamari Disrtict**) 69. Birampur 70. Dinajpur Sadar 71. Birganj 72. Birol 73. Bochaganj 74. Chirirbandar 75. Fulbari 76. Ghoraghat 77. Hakimpur 78. Kaharol 79. Khanshama 80. Nawabganj 81. Parbatipur (**69-81 under Dinajpur District**) in Bangladesh with a rights-based comprehensive different awareness build up and skill development training programs for improving their life style by income generating activities. The programs covered about 3 million populations including various target groups of adolescent girls and boys, very Poor people–Farmers, dropout students, low educated young people, female, divorced women, widow, tortured women, deprived people, unemployment people, disadvantaged people high-risk groups like floating sex workers, transport workers, laborers and substance abusers.

**Title of the project:** Covid-19 Awareness build up training, consultation, free distribution & different kinds of skill development training programs by income generating activities to improve the life style of the disadvantaged people.

## **Background of the implemented project:**

### **SASUS-creating awareness and prevention for preparedness response training on COVID-19 pandemic to Bangladesh:**

SASUS organization is Non-Government organizations working on humanitarian intervention in Tangail region through provision of primary health care services as well as nutrition and other humanitarian interventions, however, having the working is main beneficiaries are vulnerable and displaced population in Tangail region and the field staff are in contact of huge number of these displaced community members. The spread of the coronavirus (COVID-19) is the most serious global health security threat in decades.



**Food distributing to the poor people at Lockdown of Covid-19 epidemic time**

There initiatives by SASUS for Covid-19 awareness build up training program among the poor people, disadvantaged people, disabled people, incurable diseases patients, female, deprived people, tortured women, divorced women, unemployment people, adolescents boys & girls, drop out students in this pandemic situation in 81 upazilas under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 250(two hundred fifty) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 60,750 persons in nine districts by SASUS.

### **Free Mask & Hand sanitizer distribution:**

Mask and Hand sanitizer was distributed to the poor people in 81 upazila under nine districts. Every year 2000 boxes Mask and 2000pcs Hand sanitizer was distributed freely in 81 upazilla.

### **Pre-cautions will be followed:**

- ✓ All health authority hygiene precautions and advice are being followed.
- ✓ Antibacterial hand wash widely available.
- ✓ Handwashing/ Hygiene signage and reminders are in place.
- ✓ Frequent delegate and employee communications occur at all locations.
- ✓ Follow national guidelines on social distancing, methodology and equipment.
- ✓ Follow certifying bodies guidelines on methodology, equipment and hygiene.

In this back drop, SASUS management team having seen the spread of the COVID-19 across the globe. Hence, creating concern on the severity and the vulnerability of Tangail due its poor health system nature as well as livelihood.

By quick administrative action and raising awareness in individuals for social-distancing and stringent steps were taken to manage the spread of disease by cancelling thousands of activities of social gatherings in offices, clubs, classrooms, reception centres, transport services, travel restrictions, contact tracing leaving the countries in complete lockdown. Yet weeks of being in isolation, quarantine, physical trauma creates further loneliness and anxiety and issues of a mental health crisis that have been mostly overlooked. At the individual level and the government level, proper risk communication is required. Special attention should be given to combat child and women abuse. Necessary action should be proposed for the post-recovery phase, suicide prevention, and mental health management. Several cases of suicide were reported due to the fear and stress of COVID-19 infection symptoms, job-loss, sudden fall to extreme poverty, economic crisis, hunger and unable to cope with social hatred. This kind of traumatic situation should be dealt with immediately by SASUS through proper community counseling.

### **Adapting training and skills development to meet the COVID-19 Challenge:**

Training and capacity building has been a critical pillar in this recent outbreak. SASUS long standing training programme has developed new solutions in a short time to meet the demands of disadvantaged people and to ensure that all responders can meet their learning skills development needs.

SASUS capacity building and Training network has been mobilized in 81 upazila under nine districts in Bangladesh expressing their commitment to the collaborative design, development and delivery of COVID-19 capacity building and training initiatives.

We continue to build the SASUS courses that are currently in development and where possible explore options for remote delivery (as needed and balancing required investment versus quality and impact).

Thus, SASUS management team have organize a day for its 55 health project staff training/workshop to enable equip them with the right information and to enable them cascade the same to the communities they are serving, hence the training was meant to serve the field staff with better awareness and step taken in the event of the CONVID-19 spread in either their working areas in which they are providing primary health care services.

### **SASUS COVID-19, training content:**

- Introduction
- What is COVID-19?
- General COVID-19 guidance
- Case definitions and care pathways
- Infection prevention
- Respiratory and Hand hygiene
- Personal Protective Equipment (PPE)
- Cleaning and decontamination
- Patient placement and assessment for Infection Risk (Screening/Triaging).
- Stepdown of Infection control precautions and discharging
- Continuing to deliver care services

- Summary

### **Objectives of the Training:**

- Enhance project field staff capacity on through improving community awareness, prevention and sensitization of COVID-19 best practices.
- To cascade public health information on COVID-19 practices to the grassroots level.
- To improved knowledge of the participants in order to manage problem related to COVID-19 and other communicable diseases in their primary health intervention sites.
- Understand referral modalities in case of suspect within the target people by SASUS.
- Briefing of staff on COVID-19, outbreak and current status of the country, How to recognize the danger signs of COVID-19,mask myth.
- Dos and don't of COVID-19 (Prevention mechanism, promotion aspect on Handwashing/sanitizers with 60% alcohol content, not to touch eyes, nose and mouth with your handstands, social distances.
- Referral paths and reporting mechanism in case of suspected cases in health centers and outreach clinics.
- Role of health staff in promoting active community case management.

### **COVID-19 training achievement/Outcomes:**

- ✓ To know COVID-19 signs and symptoms.
- ✓ Hygiene aspect on handwashing with running water or use of sanitizers (60% alcohol content).
- ✓ Community sensitization and awareness creation through SASUS active primary health care health facilities and outreach clinics sites.
- ✓ Health education and coordination with religious leaders and camp leaders.
- ✓ COVID-19 signs with clear information in the local language for ease of understanding the steps/measure of prevention.
- ✓ Coordination, Referral and reporting of suspected case through the government isolation and/or emergency response team hotline.
- ✓ SASUS staff awareness enhanced and will be able to cascade the same in their respective area.
- ✓ Knowledge prevention modalities improved among the field staff hence ensuring to reach the same with the community.
- ✓ Improved coordination, referral and reporting skills among the staff enhanced, while tasking the field in charge to deliver coordinated response reporting.

### **Free Medical camping by SASUS:**

Free Medical camping program was arranged by SASUS for the poor people, disadvantaged people, disabled people, deprived people, tortured women, divorced women, unemployment people, adolescents boys & girls, drop out students in this pandemic situation in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. Eighty one (81) Doctors & one hundred sixty two(162) Nurses were appointed for free

medical camping of the proposed projects in 81 upazila under nine districts. In these free medical camps, Doctor consulted the poor & disadvantaged patients and prescribed them without consulting fee. Besides this, Emergency medicines had been supplied to these people freely.



**Free Medical camping by SASUS**

### **SASUS Free medical camping outputs:**

The main objectives of SASUS free medical camping is to provide initial care to people in life-threatening conditions which reflect the unique strengths and goals of medical ethics. Other objectives are as stated below:

1. Provide free and high-quality medical services for the poor target people.
2. Working as an emergency team.
3. Raise health awareness among the community and teach them to deal with communicable and non-communicable.
4. Register rare and severe cases and refer them to specialized centers.
5. Evaluate the living conditions and determine the obstacles and challenges to work on solving their problems.
6. Refer medical cases towards surgeries if required.



## **SASUS-Different kinds of skill development training future programs:**

### **SASUS-skill development training program for vegetables cultivation:**

SASUS is going to take initiative for vegetables cultivation training among the poor farmers, female, deprived women, divorced women, unemployment people, adolescents boys & girls, drop out students in this pandemic situation in the world in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We made the people trained up 100(hundred) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 24,300 persons in nine districts by SASUS.

Vegetables constitute a major portion in our diet. They play a vital role in human nutrition. They are very essential to provide all essential nutrients for good health. Nowadays due to the introduction of new hybrid varieties in vegetables, which are susceptible to pest and diseases, there is demand for more plant protection, usually with toxic chemicals. Moreover, even post-harvest treatment requires Agro chemicals before it reaches consumers, to increase the shelf life. As a result of all these practices, we are ultimately consuming high dosages of toxic chemicals, which are causing undiagnosable diseases for us.

Availability of organically grown, good quality vegetables is very low. The best solution for this could be developing a Kitchen Garden with all varieties of vegetables available round the year, and cultivating it by utilizing all Organic and Bio-dynamic agricultural principles

and methods. Flat dwellers can practice it using pots, provided they have an open terrace. For those who have Backyards, it provides a better chance to keep their surroundings clean and productive.

While cultivating vegetables in the farm or in a Kitchen Garden, pest and disease incidence in it will force people to go for any plant protection measures. Pest and disease occurs mainly due to wrong cultivation practices. Hence, to avoid pest and disease occurrence, the following agricultural practices should be taken into consideration under “Prevention is better than cure” ideology.

SASUS vegetable production training program placements generally include working with a large variety of different vegetables crops.

**Some of the skills learned on this program may include:**

- Planting
- Fertilizing
- Irrigating
- Weed and insect control
- Small equipment operation
- Trimming
- Propagation
- Pollination
- Harvesting
- Processing
- Packaging
- Storage
- Distribution
- Sales (including farmer's markets)

The training program of vegetables production can also be classified according to purpose or the type of outlet; i.e., fresh market, seed processing plant, food processing plant and commercial seed production.

**Outcomes of the vegetables cultivation training program:**

1. **Concept of vegetable production in home gardens:** The objective of vegetables production in home garden is to produce vegetables to support daily intake for the family members throughout the year. In regards to this point, home garden shall not aim only at increasing the amount of vegetables for a single production, but also aim at constant and sustainable production throughout the year.
2. **Self-production methods of vegetable seeds:** A part of the vegetables should be kept to secure as seeds for the next season. In doing so, the first or second vegetables fruits would be better to be kept. Selecting better vegetables fruits will result in better production in the next harvest.
3. **Use of local material, means and technology:** Local resources, means and technology should be utilized to the maximum extent, in order to minimize the work and maximize the production of vegetable.  
(a) Well ripened compost manure should be used more in kitchen garden rather than chemical fertilizers.

- (b) Crop residue of vegetables and other weeds in garden after harvest can be used for preparing compost.
4. **Minimum use of pesticides:** If it is possible, pesticides in home garden should not be used. Potential pest and diseases can be controlled by using local resources and technology; it can be done by using such *Jholmol* and *Hamal Jhol* (Bio- pesticides) etc.
  5. Various advantages of nursery in vegetable production.
  6. Convenient to look after the large number of seedlings in small area.
  7. Cost effectiveness in land management.
  8. Easy in management of pest, disease and weed control and irrigation.
  9. Possible to provide favorable growth conditions i.e. germination as well as growth.
  10. Improved crop uniformity.
  11. Easy to produce strong and healthy seedling, saplings.
  12. Maximum germination rate, and thus cost effectiveness.
  13. Nursery can be prepared in unfavorable season.

### **SASUS-skill development training program for Poultry rearing:**

There will be taken initiative by SASUS for Poultry rearing training program among the poor people, disadvantaged people, female, deprived people, tortured women, divorced women, unemployment people, adolescents boys & girls, drop out students in this pandemic situation in the world in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 100(hundred) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 24,300 persons in nine districts by SASUS.

### **Methods of Poultry rearing training program:**

1. Trainees able to manage small team of workers required for managing a small business Poultry breeds—description of different breeds –day old chicks, broilers and layers, Japanese Quail, Ducks, Turkey Farming.
2. Different systems of Poultry farming – Layers for egg production (day old chicks, rearing from 20<sup>th</sup> week), Broilers for table purpose and hatcheries for chick production Rearing types /systems - deep litter system and cage system, multi-tiered cage system.
3. Prepare the shed for the placement of chicks –ventilation opening, feeder, water, moisture level, dust.



4. Infrastructure requirement – Infrastructure requirement, types of shed and their construction.
5. Poultry equipment's, their use and maintenance Clean, disinfect, sanitize and fumigate the tools/ equipment's and shed.
6. Understand and maintain the comfort environment for chicks- adequate light, heat, clean water, feed.
7. Understand and create the footbath at the entrance (Chemicals/ disinfectants).
8. Understand the different types of vaccines and time period.
9. Understand the diseases and management Understand the Feed requirement of chicks, birds.
10. Provide the balanced feed ensure proper temperature level, light intensity, moisture level, ventilation etc perform the proper method for disposal of dead birds.

**At the end of the Poultry rearing training program, the trainees would be able to gain the following knowledge:**

1. Trainee learns about the different types of rearing poultry birds like deep litter system and cage system.
2. Candidate is clearly able to differentiate between wage employment, Self-employment and Entrepreneurship.
3. Understand, appreciate and develop the self-confidence for embarking on self-employment /entrepreneurship.
4. Understand and internalize entrepreneurial competencies and know their importance for becoming a successful entrepreneur.
5. He is able to understand to get the support from Banks and services available from Insurance. He will understand the financial accountancy and Management aspects.
6. Trainee is able to understand the legal and regulatory aspects of launching an enterprise.
7. Gets an insight into History, scope and importance of Poultry farming.
8. Understands various breeds of Poultry breeds, their description and their adaptability.
9. He knows the difference between Layers and Broilers.
10. Knows different forms of Poultry housing, housing for different stages of birds, the type of floor, roofing, lighting and ventilation.
11. Trainee understands the different equipment's used in poultry farming.
12. Trainee learns about the different poultry feeds, the feed consumption rate in poultry birds at different stages and the quantity to be fed.
13. He knows when to cull the unproductive birds and replace new ones.
14. He learns management practices in poultry farming like, debeaking, vaccination, maintenance of records of feed consumption, of egg production, income and expenditure etc.
15. Gets to know common diseases, their diagnosis and remedies.
16. Engage in rearing of Poultry.
17. Select appropriate breeds of Poultry for the purpose.
18. Construct suitable housing for the birds

19. Shifting of birds from grower to layers houses.
20. Feed the Poultry birds according to their consumption.
21. Vaccinate the birds.
22. De-beak the birds to avoid cannibalism.
23. Maintain sanitation and isolation.
24. Diagnose the diseases and provide remedy.
25. Identify the unproductive birds and cull them out.
26. Depopulating the shed before inducting the fresh stock.
27. Collection of eggs.
28. Trainee is able to analyze major trends in a given economic sector / sub-sector and identify business opportunities.
29. Trainee is able to conduct market survey and develop sound business plans based on obtained data.
30. Develop effective personal management skills like time management and communication skills.
31. Know how to acquire entrepreneurial competencies through work experience as well as other sources of learning.
32. Knows to maintain simple books of accounts and prepare financial statement for small business.

### **SASUS-skill development training program for Garments:**

There are going to be taken initiative by SASUS for Garments training program among the poor people, disadvantaged people, female, job seekers, deprived people, tortured women, divorced women, unemployment people, adolescents boys & girls, drop out students in this pandemic situation in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 50(fifty) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 12,150 persons in nine districts by SASUS.

Clothing is one of the basic needs of human being as people are becoming fashion conscious. The sewing of garment changes with the changes in garment industry. Hence keeping in view the market demand and the change in fashion design, courses on dressmaking have been suitably designed in the structure of non-formal education. The beneficiaries are new literates and people with low education levels. Besides in Bangladeshi tradition girls/women are expected to know tailoring to fulfil the basic sewing requirement at home. Sewing of garments at home is a money saving activity for lower middle income group. Besides tailoring can be a vocation for self-employment.

### **Purpose of Garments training programme by SASUS:**

The purpose of the training is to provide skilled manpower to improve the existing garment industry. This will improve the quality of garments/dresses in terms of consumer's acceptability and willingness. The availability of such quality of garments in the local and international market will ultimately bring economic benefits to the producers and processors.

### **Main objectives of the training programme:**

The three months dress Makers training course is for those trainees who want to work in the garment making sector with the aim to learn, develop and practice required by the market. In this course, the emphasis is put on the trainee to acquire the ability to perform as a confident and competent dress maker.

1. To acquire the skills and knowledge of Dress Making along with minor maintenance of machine.
2. Quality production of the garments.
3. Produce skilled manpower for garment/cottage Industry in the field of dress making.
4. Improve the level of skills of the workers in cottage industry and contribute towards economic growth.
5. Use of tools & equipment used in dress making trade.
6. Learn sewing terminologies.
7. Taking correct body measurements.
8. Prepare basic hand & machine stitches.
9. Designing, drafting, pattern making and fabric estimation.
10. Cutting, tailoring & finishing of garments.
11. Defects and alteration to fitting problems.
12. Processes of quality control, packaging, labelling.
13. Skill to develop presentable professional garments.
14. Enhancing employability & entrepreneurial skills.

**Competencies gained after completion of the training:**

1. Identify and take care of the various tools and equipment used in drafting, cutting and tailoring.
2. Identify and practice basic (temporary and permanent) and decorative stitches.
3. Take body measurements (length, width and circumference) systematically.
4. Master the use of sewing machine and take care of the machine.
5. Follow precautions while using a machine.
6. Make different types of seams using bias, piping and facing and plackets.
7. Perform hand stitching Attach hook and eye and attach buttons, button hole etc.
8. Follow rules of pattern making, layout and fabric estimation.
9. Design, draft, pattern making cutting, sewing and finishing of the garments.
10. Fold, iron, pack and cost evaluation of stitched garment.

**Job opportunities available immediately and in the future:**

1. After completing the training, the trainee can get employment in garment manufacturing unit or get self employed by opening a tailoring shop or work at home.

2. **Wage employment:** Can get employment as cutter/tailor/checker in garment manufacturing industries/tailoring shops/tailoring units.
3. **Self-employment:** Can open his/her own tailoring shop or can do tailoring work at his/her own house or can take up orders from factories.

### **SASUS-skill development training program for Mobile servicing or repairing:**

SASUS is going to take initiative for Mobile servicing or repairing training program among the poor unemployment people, disadvantaged people, job seekers, disabled people, deprived people, adolescent's boys & girls, drop out students in this pandemic situation in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 30(thirty) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 7,290 persons in nine districts by SASUS.

#### **Mobile phone servicing or repair training covers:**

1. Theory
2. Practical
3. Additional Practice

### **The trainees will be trained for Mobile phone servicing or repair training program arranged by SASUS in the following ways:**

#### **Basics and Basic Electronics**

The first module will act as a bridging course for those trainees who do not have any prior knowledge about the field. For others, who already have prior knowledge about electrical and electronic engineering, this module will help them revise these concepts.

- ✓ Basics of mobile communication.
- ✓ Study of Digital electronics.
- ✓ Assembling and disassembling of various models of mobile phones.
- ✓ Study of various tools and equipment used in mobile phone repairs.
- ✓ Study of parts inside a mobile phone.
- ✓ Using a multimeter.
- ✓ Use of DC Power Supply (Jhatka machine).

#### **Hardware Repair**

The second module will focus on hardware and teach the learners how to handle and replace various electronic parts. It will help them to learn all the hardware repair procedures in a more comprehensive manner.

- ✓ Introduction and study of printed circuit Board (Motherboard).
- ✓ Details of various components on the PCB.
- ✓ Testing of various parts and components.
- ✓ Study of different ICs (chips) used on the motherboard.
- ✓ How to recognize various ICs.

- ✓ Soldering & desoldering of components by using a soldering iron.
- ✓ Soldering & desoldering of components by using a rework station.
- ✓ Reheating and mounting of various BGA and SMD chips.
- ✓ Ultrasonic cleaning procedure.

### **Software Repair**

Software problems are some of the most common ones faced by smartphone users. Sometimes, a software problem can lead to hardware abnormalities as well. This module will teach the trainees how to perform various software repairing techniques.

- ✓ Detailed study of various faults arising due to corrupt software.
- ✓ Introduction of various flasher boxes and software.
- ✓ Flashing of various brands of handsets.
- ✓ Removing virus from infected phones.
- ✓ Unlocking of handsets through codes and/or software.
- ✓ Use of various secret codes.

### **Basic and Advanced Troubleshooting**

After receiving a customer's complaint, it is important to understand where the problem of the phone lies - hardware or software; and then repair it accordingly. This is where the troubleshooting module will come in handy. This module will teach the learners how to troubleshoot the problems in a mobile phone almost like an experienced mobile phone repair technician.

- ✓ Fault finding, troubleshooting and repairing of various faults.
- ✓ Common repair procedure for hardware related faults.
- ✓ Common repair procedure for software related faults.
- ✓ Water damaged repair techniques.
- ✓ Circuit tracing, jumper techniques and solutions.
- ✓ Troubleshooting through schematic diagrams.
- ✓ Use of internet for troubleshooting faults.
- ✓ Advanced troubleshooting techniques.

### **Additional Learning**

To be a successful mobile phone repair technician, one needs to know more than just the technical aspects of fixing a phone. This module aims to teach some additional topics to help the trainees become a better mobile phone repair engineer.

- ✓ Clearing of all previous doubts.
- ✓ Guidance to start and manage your own mobile repair center.
- ✓ Guidance to successfully work as a technician.
- ✓ Procuring tools, spare parts and accessories.
- ✓ Dealing with customers and distributors.
- ✓ Marketing your mobile phone repair business

We also teach our trainees various tips, tricks and trade secrets which are unknown to many technicians. This will help the learners in their all-round development and make them a professional mobile phone repair technician.

### **Training Outcomes:**

At the end of the training, the trainees will be able to

1. Appreciate the importance of embarking on self-employment and has developed the confidence.
2. Identify business opportunities in chosen sector / sub-sector and plan and market and sell.
3. Start a small business enterprise by liaising with different stake holders.
4. Effectively manage small business enterprise.
5. Establish and run a Mobile Handset Repairing unit.
6. Repair and Diagnose the Problem of all kinds of faults in Mobile Phone handsets in Hardware as well Software and rectify the faults using tools and equipment and various software.
7. Use appropriate tools, spares and software updates, conduct test for repairs.
8. Ensure admittance of faulty handsets, prioritize and conduct repair activities in time to ensure customer satisfaction.
9. Understand and internalize entrepreneurial competencies and know their importance for becoming a successful entrepreneur.
10. Trainee is able to understand the legal and regulatory aspects of launching an enterprise.
11. Knows the scope for Mobile Phone based servicing business.
12. Repair Bluetooth Models, dead Conditions Mobiles, Contact service Providers, Phone Lock Auto shut off.
13. Virus Problems, Any software problems, Mobile hanging, Operation Slow.
14. Security lock, country Lock, Mobile restart, Sim card registration failed.
15. Lose of contend, Mobile source wrong function, Network related problems.
16. Develop effective personal management skills like time management and communication skills.
17. Knows to maintain simple books of accounts and prepare financial statement for small business.
18. Trainees able to devise a simple marketing and sales strategies and plan for a small business

### **SASUS- skill development training program of Electrical for House wiring:**

Electrical for house wiring training program will be arranged by SASUS among the poor unemployment people, disadvantaged people, job seekers, deprived people, adolescents boys, Low educated people, drop out students in this pandemic situation in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 20(twenty) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 4,860 persons in nine districts by SASUS.

### **Training program for Residential wiring and home technology**

#### **Integration:**

The wiring needs in today's homes go beyond the conventional use of electricity. With the surge in popularity of home technology devices and the complexity and interconnection between the systems, the demand for qualified electricians is on the rise. The trainers will learn about circuits, outlets, lighting, distribution panels, conduit bending, rough in, trim out, communications, home entertainment, and security systems. This experience is based in a practical learning environment.

### **Training Objectives:**

Upon successful completion of the residential wiring program the trainees should be able to:

- Demonstrate proper safety practices and procedures.
- Understand the proper function of tools and testing equipment.
- Rough in and wire residential rooms following the National electrical code.
- Install, trouble-shoot and service Home Technology Integration Equipment.
- Obtain the technical and academic skills necessary to enter the work force or continue to a post-secondary program

### **Training Outlines:**

- ✓ Workplace safety.
- ✓ Hardware and materials.
- ✓ Tools
- ✓ Test and measurement Instruments.
- ✓ Branch feeder circuit.
- ✓ Service entrances.
- ✓ Rough-in wiring.
- ✓ Electrical Box Installation.
- ✓ Cable Installation
- ✓ Raceway Installation
- ✓ Switching circuit Installation
- ✓ Special wiring.
- ✓ Video, voice, Data wiring.
- ✓ Light fixtures.
- ✓ Device Installation
- ✓ Troubleshooting

### **At the end of the training, the trainees will be able to**

1. Appreciate the importance of embarking on self-employment and has developed the confidence and personal skills for the same.
2. Identify business opportunities in chosen sector / sub-sector and plan and market and sell products / services.
3. Start a small business enterprise by liaising with different stake holders.
4. Understand the Fundamentals of Electrical equipments, electricity, current, voltage, power and circuits of different capacity motors.
5. Perform house wiring /hospital wiring /office /Go-down wiring etc.
6. Identify the cable sizes and perform cable jointing.
7. Earth resistance testing and maintenance.
8. Concept of basic Electricity, Single phase & three phase circuits.
9. Measurement of Electrical quantities like voltage, currents, resistance, Impedance, power factor and energy.
10. Fires in electrical Circuits & Precautions.
11. Fire Extinguishers, its types and operation.
12. General safety of tools & equipment.
13. Tools required for marking, punching, cutting, drilling, filing, stripping, crimping, socketing and fixing glands & screws etc.
14. Identification of the electrical equipment's cables, wires and electrical accessories.
15. Studies of diagram & symbols used in basic electrical circuits, wiring & installations.

16. Fixing of fans, tube light, heater, calling bell etc.

17. Maintenance of tools.

**Training outcomes:**

- a. Safely handling tools & equipment /Fire fighting and use of fire extinguishers.
- b. Electricity conductor, insulator and resistance.
- c. Concept of basic electricity, single phase & three phase circuits.
- d. Measurement of electrical quantities like voltage, currents, resistance, Impedance, power factor and energy.
- e. Fires in electrical circuits & precautions.
- f. General safety of tools & equipment.
- g. Tools required for marking, punching, cutting, drilling, filing, stripping, crimping, socketing and fixing glands & screws etc.
- h. Measuring tools, wire gauges etc.
- i. Identification of the electrical equipment's cables, wires and electrical accessories.

**SASUS- skill development training program for Mushroom cultivation:**

There will be taken initiative by SASUS for Mushroom cultivation training program among the poor farmers, unemployment people, disadvantaged people, job seekers, disabled people, deprived people, widow, divorced women, adolescents boys & girls, drop out students in this pandemic situation in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 20(twenty) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 4,860 persons in nine districts by SASUS.

**Objectives of the training program:**

- a. Enable the trainees to identify edible and poisonous mushrooms.
- b. Provide hands on training for the preparation of bed for mushroom cultivation and spawn production.
- c. Give the trainees exposure to the experiences of experts and functioning mushroom farms.
- d. Help the Learners to learn a means of self-employment and income generation.

**Training curriculam:**

1. **Introduction to mushrooms:** Mushrooms -Taxonomical rank -History and scope of mushroom cultivation -edible and poisonous Mushrooms- vegetative characters.
2. **Sterile technique and culture maintenance :** General sanitation (clean hands, bench, etc.); sterilizing transfer tool; working with a HEPA filter; proper storage of cultures; starting cultures from a spore print; master



spawn jars; use of pressure cookers, autoclaves, and retorts. Readings: Posted instructor handouts.

3. **Common edible mushrooms:** Button mushroom (*Agaricus bisporus*), Milky mushroom (*Calocybe indica*), Oyster mushroom, (*Pleurotus sajorcaju*) and paddy straw mushroom (*Volvariella volvcea*).
4. **Principles of mushroom cultivation:** Structure and construction of mushroom house. Sterilization of substrates. Spawn production-culture media preparation- production of pure culture, mother spawn, and multiplication of spawn. Composting technology, mushroom bed preparation. Spawning, spawn running, harvesting. Cultivation of oyster and paddy straw mushroom. Problems in cultivation - diseases, pests and nematodes, weed molds and their management strategies.
5. **Health benefits of mushrooms:** Nutritional and medicinal values of mushrooms. Therapeutic aspects- antitumor effect.
6. **Post harvest technology:** Preservation of mushrooms - freezing, dry freezing, drying, canning, quality assurance and entrepreneurship. Value added products of mushrooms.
7. **Training/ Workshop/ Field visit:** Sterilization and sanitation of mushroom house, instruments and substrates preparation of mother culture, media preparation, inoculation, incubation and spawn production cultivation of oyster mushroom using paddy straw/agricultural wastes

### **Training outcomes:**

By successfully completing the course, the trainees will be able to:

- a. Identify edible types of mushroom.
- b. Gain the knowledge of cultivation of different types of edible mushrooms and spawn production.
- c. Manage the diseases and pests of mushrooms.
- d. Learn a means of self-employment and income generation.

### **SASUS-skill development training program for Computer**

Computer training program by SASUS will be arranged among the poor unemployment people, disadvantaged people, job seekers, deprived people, adolescents boys & girls, Low educated people, disabled people, drop out students in this pandemic situation in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will make the people trained up 50(fifty) persons per upazila every year in 81 upazila. Within 3 years total trained up people will be 12,150 persons in nine districts by SASUS.

### **Objectives of computer training program:**

The course is designed to aim at imparting a basic level appreciation programme for the common man. After completing the course the trainees are able to the use the computer for basic purposes of preparing his/her personnel/business letters, viewing information on Internet (the web), sending mails, using internet banking services etc. This allows a common man or housewife to be also a part of computer users list by making them digitally literate. This would also aid the PC penetration program. This helps the small

business communities, housewives to maintain their small account using the computers and enjoy in the world of Information Technology. The module on financial literacy will enable the individuals to understand the various financial services.

### **Training outlines:**

1. **Knowing computer:** What is Computer, Basic applications of computer; components of computer system, Central Processing Unit (CPU), VDU, Keyboard and Mouse, other input/output Devices, computer memory, concepts of Hardware and Software; concept of computing, Data and Information; applications of IECT; Connecting keyboard, mouse, monitor and printer to CPU and checking power supply.
2. **Operating Computer using GUI Based Operating System:** What is an operating system; Basics of popular operating systems; the user Interface, using Mouse; using right Button of the Mouse and moving Icons on the screen, use of common Icons, status Bar, using Menu and Menu-selection, running an application, viewing of File, folders and directories, creating and renaming of files and folders, opening and closing of different Windows; using help; creating short cuts, Basics of O.S setup; common utilities.
3. **Understanding Word Processing:** Word processing Basics; opening and closing of documents; Text creation and manipulation; formatting of text; table handling; Spell check, language setting and thesaurus; printing of word document.
4. **Using Spread Sheet:** Basics of spreadsheet; manipulation of cells; formulas and functions; editing of spread sheet, printing of spread sheet.
5. **Introduction to Internet, WWW and Web Browsers:** Basic of computer networks; LAN, WAN; concept of Internet; applications of Internet; connecting to internet; what is ISP; knowing the Internet; Basics of internet connectivity related troubleshooting, world wide web; web browsing software's, search engines; understanding URL; domain name; IP Address; using e-governance website.
6. **Communications and collaboration:** Basics of electronic mail; getting an email account; sending and receiving emails; accessing sent emails; using emails; document collaboration; Instant messaging; netiquettes.
7. **Making small presentation:** Basics of presentation software; creating presentation; preparation and presentation of slides; slide show; taking printouts of presentation/ handouts.

### **Computer training outcomes:**

By the end of this course, the trainees should be able to:

- a. Appropriately start up and shut down computer.
- b. Navigate the operating system and start applications.
- c. Perform basic functions of file management.
- d. Perform basic functions in a word processor and spreadsheet.
- e. Manage print settings and print documents.
- f. Receive and send emails.
- g. Use a web browser to navigate the Internet.

### **SASUS-Refreshers training programs:**

There will be arranged **Refreshers training** by SASUS after completing the training programs among the trainees of SASUS-skill development training programs and Covid-19 awareness build up training program for 7(seven) days in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur. We will arrange Refreshers training for the trained up people 370(three hundred seventy) persons per upazila every year in 81 upazila. Total trained up Refreshers training attended people will be 29,970 persons in nine districts by SASUS.

### **Objectives of Refreshers training:**

1. familiar with the competency framework being used, in particular understand the link between scenarios and performance.
2. familiar with the rationale for sequencing the training sessions.
3. able to identify good performance.
4. able to identify the cause for deviations below the standard of performance.
5. able to guide a trainee to analyze their own performance

### **Output of Refreshers training:**

- ✓ Refresher training helps keep important knowledge fresh and current.
- ✓ It builds long-term memory. ...
- ✓ It reduces mistakes and improves productivity. ...
- ✓ It offers an effective warmup for students or employees who have taken a break.
- ...
- ✓ It keeps coworkers on the same page and makes learning part of the culture.
- ✓ Takes responsibility for own performance and self-corrects own errors.
- ✓ Improves performance through self-evaluation of the effectiveness of actions.
- ✓ Accepts feedback and learns from mistakes.
- ✓ Maintains self-control in all situations and performs adequately in adverse situations.
- ✓ Prioritizes, changes behavior and responds as needed to deal with the demands of the changing situation.
- ✓ Maintains, through personal initiative, good knowledge of aviation evolution.
- ✓ Participates in planned learning activities (e.g. team meetings, briefing and training sessions).

### **Employee refreshers training programs benefit companies directly by:**

- Increasing efficiency
- Reducing mistakes
- Creating a culture of learning
- Equalizing employee knowledge base
- Promoting excellence
- Keeping people safe and compliant
- Identifying knowledge gaps and training needs

### **SASUS- Annual meeting for project affairs:**

There will be taken initiative by SASUS for Annual meeting for project affairs among the proposed project staff which will be arranged at SASUS Head office in Tangail. SASUS will arrange it for almost 1000 people annually. In this meeting, Donors, observers, volunteers & others local elite persons will be invited.

### **Disaster Management & rehabilitation by SASUS:**

Natural calamity i.e; Earthquake, storm, Flood affection, Pandemic situation Covid-19 and any other disaster time will be managed by SASUS in proposed project area 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur in the following way:

- Relief will be distributed among the affected people.
- Mainstreaming disaster risk reduction programming through coordination, cooperation and advocacy.
- Strengthening community institutional mechanisms.
- Expanding prevention, preparedness, response and recovery programmes across a broader range of hazards.
- Strengthening emergency response and recovery capabilities.
- Maintaining and strengthening the national food security system.
- Rehabilitates the affected people.



**Donation Bank Cheque hand over to SASUS ED for Relief distriburion by H.E. British High Commissioner to BD**

### **Publications by SASUS to inform the the target people:**

Publications by SASUS will be published and spread to the proposed project area in 81 upazila under nine Districts in Bangladesh which are Tangail, Sirajgonj, Bogura, Gaibandha, Rongpur, Lalmonirhat, Kurigram, Nilphamari & Dinajpur for skill development training and Covid-19 awareness build up training program, free consultation by the highest experienced Doctors and Nurses to the poor incurable disease affected people. Publications will be circulated by Posters, festoons, banners, Leaflets etc. Besides this, different national & international fairs will be attended by SASUS to publish and circular

our free skill development training programs and build up awareness regarding present pandemic situation of Covid-19.

### **VAT Payment:**

For social welfare activities, the Govt. of Bangladesh imposed 5% VAT to NGOs. It would be paid yearly by SASUS according to the proposed project audit reports. It may be more or less according to the Govt. rules & regulations.

### **Tax Payment:**

Every year an Audit Report is made by SASUS from a reputed Audit Firm for the total proposed project. For social welfare activities, the Govt. of Bangladesh imposed 10% Tax to NGOs. It is paid yearly by SASUS according to the proposed project Audit reports.

## **HUMAN RESOURCES**

### **Staff description for the projects:**

<b>SL</b>	<b>Name of the post</b>	<b>Number</b>	<b>Qualification</b>	<b>Related Experience</b>
01.	Executive Director	01	HSC with Diploma	42 years
02.	Director (HR)	01	Post Graduate	12 years
03.	Director (Project Monitoring)	01	Post Graduate	15 years
04.	Director (Admin)	01	Post Graduate	15 years
05.	Director (Program)	01	Post Graduate	10 years
06.	Director (Project evaluation and report)	01	Post Graduate	15 years
07.	Consultant	01	Post Graduate	15 years
08.	Doctors	81	MBBS or BHMS	15 years
09.	Nurses	162	Graduated of Nursing or Diploma	7 years
10.	Training Instructors	729	Post Graduate	8 years
11.	Chief Accountant	01	Post Graduate	10 years
12.	Accountants	80	Bachelor Degree	4 years
13.	Upazila Co-ordinators	81	Post Graduate	12 years
14.	Chief ICT officer	01	Post Graduate	10 years
15.	ICT Officers	80	Bachelor Degree	3 years
16.	Field Workers	486	HSC	2 years

17.	Peon	81	SSC	5 years
18.	General Facilitators	81	HSC	4 years
19.	Caretaker cum Security Guard	80	SSC	5 years
	<b>Total</b>	<b>1950</b>		

### **MATERIAL DEVELOPMENT:**

To raise awareness among the targeted population and trained up them by different skill development training programs, different types of materials is needed. For this purpose the existing materials will be revisited and adaptation will be made accordingly. Materials will also be developed on gender and stigma issues.

### **TRAINING**

The following table reflects the training plan for entire program period. These training will be conducted mostly in the first year of the program implementation.

<b>SL</b>	<b>Name of the training</b>	<b>Period</b>	<b>Person to be trained</b>
1.	Basic Staff training	03- days	NGO's Staff
2.	COVID-19 awareness build up training	06-days	Female & Male, disadvantaged people
3.	Skill development training (Vegetables cultivation)	03-days	Farmers, male & female
4.	Skill development training (Poultry rearing)	03-days	Rural & urban women, helpless men & women
5.	Skill development training (Garments)	90-days	Disadvantaged male & female, adolescents boys & girls, Job seekers
6.	Skill development training (Mobile servicing)	90-days	Unemployment people, disabled people, Job seekers
7.	Skill development training (Electrical for House wiring)	30-days	Job seekers, unemployment people, Low educated people
8.	Skill development training (Mushroom cultivation)	07-days	Helpless male & female, farmers, disadvantaged people
9.	Skill development training (Computer)	90-days	Drop out students, Job seekers, Adolescents boys & girls
10.	Refreshers training	07-days	Trainees

## Vehicles for communication of the projects:

SL	Vehicles Details	Numbers of Vehicles
01.	Toyota Hiace	05 pcs
02.	Motorbike (Honda 109CC)	81 pcs
03.	Bicycle	648 pcs

## PROGRAMS OF THE ORGANIZATION

To monitor progress of the program towards its goal and objectives, the respective observers ensure supervision at every level. NGOs that might be involved in implementing program components follow their own organization procedures for supervision.

- All Program organizers, Shastho sebikas, trainees, instructors and extension workers of the project area was supervised by the staff of Covid-19 awareness build up and skill development training program at 81 upazila level.
- The program co-ordinators of their own projects also supervised them.
- Program Director of these training programs supervise the activities of the male and female and others.
- Monitoring officer is responsible for supervising the educational institutes-based program at upazila level.
- Monitoring officer supervise the different skill development training-based program conducted by the **SASUS** staffs at the upazila & district level.

Executive Director, all Directors, Project consultant and Medical officer made periodical supervision throughout the implementation period from central office.

Technical and administrative support is given at the field level according to need.

## QUALITY CONTROL

### Monitoring:

Program performance, which depends on effective monitoring and quality assurance system. **SASUS** has its own monitoring division responsible for monitoring of all **SASUS** programs. Besides, **SASUS** programs also has quality assurance unit that is responsible to look after the quality aspect of the programs.

During the project period. monitoring division and quality assurance unit is responsible to monitor the program components along with quality aspects according to the tools to be developed. Monitoring is carried out thrice in a year (three monthly) using these tools. Findings are shared twice in a year among the concerned staff of the **SASUS**.

### **Monitoring checklist:**

Checklists are prepared through workshop and field-testing. Necessary changes are made according to the programs needs during programs period.

### **Monthly Performance Report(MPR):**

MPR by SASUS is preparing on the basis of raw data from the fields level. Registers are maintained at area (upazila) level and they send the consolidated date to central level and Director(Monitor) analyzes these.

### **Quality Assurance (QA):**

Quality of the programs components are ensured by QA visit according to the tools (Checklist) twice in a year. QA team analyze the data to see quality aspect of the component and share the findings among the concerned staff, related NGO(SASUS) and donor institution (Bangladesh Bank), NGO that be involved for implementing program components follow their own monitoring system and they also be monitored by **SASUS** monitoring division and QA team.

### **RESEARCH & EVALUATION:**

Periodic research and evaluation is carried out to assess the impact of the programs. For this, a baseline study is conducted covering vital activities of the interventions. This is periodically followed-up to see changes occurred over time. However, at the end of the program a similar study is repeated to understand the overall impact of the programs.



# **Organization's Bank A/C Information**

## **Bank Account Information:**

Bank Account name: **Seba Artha-Samajik Unnayan Sangstha**

Bank Account No.: **0200014622512**

Bank Account type: Current

Bank name: **Agrani Bank Ltd.**

Address: Delduar Branch, Tangail, Bangladesh.