



Government of the People's Republic of Bangladesh

IDM Training: A Gateway for Mainstreaming Disaster Risk Reduction in Bangladesh 2005 - 2009

**Submitted to: Director, Training & Planning and Component Manager,
Disaster Management Bureau**

Submitted by: Md.A. Halim Miah, Short Term Consultant, CDMP, UNDP

Disaster Management Bureau

Ministry of Food and Disaster Management

December 2009

Acronyms

ADB	Asian Development Bank
ADPC	Asian Disaster Preparedness Centre
ADRC	Asian Disaster Reduction Centre
AFD	Armed Forces Division
APD	Academy for Planning and Development
ASEAN	Association of South East Asian Nations
BARD	Bangladesh Academy for Rural Development
BBS	Bangladesh Bureau of Statistics
BCAS	Bangladesh Centre for Advanced Studies
BCS	Bangladesh Civil Service
BDRCS	Bangladesh Red Crescent Society
BDPC	Bangladesh Disaster Preparedness Centre
BFS&CD	Bangladesh Fire Service and Civil Defense
BGD	Bangladesh
BGS	British Geological Survey
BMD	Bangladesh Meteorological Department
BNBC	Bangladesh National Building Code
BNDV	Bangladesh National Disaster Volunteers
BPATC	Bangladesh Public Administration Training Centre
BS	Bangladesh Scouts
BUET	Bangladesh University of Engineering and Technology
BWDB	Bangladesh Water Development Board
CBO	Community Based Organization
CCC	Climate Change Cell
CCDMC	City Corporation Disaster Management Committee
CDMP	Comprehensive Disaster Management Programme

CEGIS	Centre for Environmental and Geographical Information Services
CPP	Cyclone Preparedness Program
CPPIB	Cyclone Preparedness Program Implementation Board
CRA	Community Risk Assessment
CSDDWS	Committee for Speedy Dissemination of Disaster Related Warning/Signals
DAE	Directorate of Agricultural Extension
DC	Deputy Commissioner
DDMC	District Disaster Management Committee
DDMP	District Disaster Management Plan
DESA	Dhaka Electric Supply Authority
DFID	Department for International Development
DGOF	Director General of Food
DIRA	Disaster Impact and Risk Assessment
DMB	Management Bureau
DMC	Disaster Management Committee
DMIC	Disaster Management Information Centre
DMTATF	Disaster Management Training and Public Awareness Building Taskforce
DoED	Department of Environment
DPHE	Department of Public Health Engineering
DRR	Directorate of Relief and Rehabilitation
DRRO	District Relief and Rehabilitation Officer
ECNEC	Executive Committee of the National Economic Council
EIA	Environmental Impact Assessment
EOC	Emergency Operation Centre
EOI	Expression of Interest
FBCCI	Federation of Bangladesh Chamber of Commerce and Industries
FFE	Food for Education
FFW	Food for Works

FFWC	Flood Forecasting and Warning Centre
FGD	Focus Group Discussion
FPMU	Food Planning and Monitoring Unit
FPOCG	Focal Point Operation Coordination Group
GDACS	Global Disaster Alert and Coordination System
GDP	Gross Domestic Product
GIS	Geographical Information System
GOB	Government of Bangladesh
GSB	Geological Survey of Bangladesh
GUS	Gono Unnayan Sangstha
GUP	Gono Unnayan Prochesta
HFA	Hyogo Framework for Action
HIPC	Heavily Indebted Poor Countries
HIV/AIDS	Human Immune Virus/Acquired Immune Deficiency Syndrome
ICT	Information Communication Technology
IDM	Introductory Disaster Management
IFRC	International Federation of Red Cross
IMDMCC	Inter-Ministerial Disaster Management Co-ordination Committee
IMF	International Monetary Fund
INSARAG	International Search and Rescue Advisory Group
ISDR	International Strategy for Disaster Reduction
IWM	Institute of Water Management
JPOI	Johannesburg plan of Implementation
JCF	Jagoroni Chakra Foundation
JJS	Jagrata Jubo Sangha
JDNLA	The Joint Damage, Loss, and Needs Assessment
LGD	Local Government Division
LGED	Local Government Engineering Department

LGRD	Local Government and Rural Development
LRP	Land Reclamation Programme
MDGs	Millennium Development Goals
MES	Meghna Estuary Study
MoD	Ministry of Defence
MoEd	Ministry of Education
MoEF	Ministry of Environment and Forest
MoFA	Ministry of Foreign Affairs
MoFDM	Ministry of Food and Disaster Management
MoF&L	Ministry of Fisheries and Livestock
MoH&FP	Ministry of Health and Family Planning
MoHA	Ministry of Home affairs
MoP&T	Ministry of Post and Tele-communication
MoPME	Ministry of Primary and Mass Education
MoRA	Ministry of Religious Affairs
MoS&T	Ministry of Science and Technology
MoSW	Ministry of Social Welfare
MoW&CA	Ministry of Women and Children Affairs
MoWR	Ministry of Water Resources
MPO	Master Plan Organisation
MSL	Mean Sea Level
MSC	Most Significant Case
NAEM	National Academy for Educational Management
NDMAC	National Disaster Management Advisory Committee
NDMC	National Disaster Management Council
NDMTI	National Disaster Management Training Institute
NDP	National Development Programme (NGO)
NEC	National Economic Council

NGO	Non Governmental Organization
NGOCC	NGO Coordination Committee on Disaster Management
NWMP	National Water Management Plan
NWRD	National Water Resources Database
PCP	Project Concept Paper
PDMC	Pourashava Disaster Management Committee
PDMP	Pourashava Disaster Management Plan
PIO	Project Implementation Officer
POAP	Plan of Action
PP	Project Proforma
PPRR	Prevention, Preparedness, Response and Recovery
PRSP	Poverty Reduction Strategy Paper
PTI	Primary Training Institute
PWD	Public Works Department
RAJUK	Rajdhani Unnayan Katripakhaya
RCC	Regional Consultative Committee
RDA	Rural Development Academy
RDRS	Rangpur Dinajpur Rural Service
RIC	Resource Integration Center
RRAP	Risk Reduction Action Plan
SAARC	South Asian Association for Regional Cooperation
SARDI	Soil and Agricultural Research and Development Institute
SDMC	SAARC Disaster Management Centre
SFA	SAARC Framework for Action
SMRC	SAARC Meteorological Research Centre
SOD	Standing Orders on Disaster
SPARRSO	Space Research and Remote Sensing Organisation
TAP	Technical Assistance Project

TAPP	Technical Assistance Project Proforma
TNA	Training Need Assessment
TOT	Training of Trainers
TR	Test Relief
UDMC	Union Disaster Management Committee
UDMP	Union Disaster Management Plan
UN	United Nations
UNFCCC	United Nations Framework Convention on Climate Change
UNISDR	United Nations International Strategy for Disaster Reduction
UNO	Upazila Nirbahi Officer
UZDMC	Upazila Disaster Management Committee
UZDMP	Upazila Disaster Management Plan
VDP	Village Defence Police
VGD	Vulnerable Group Development
WARPO	Water Resources Planning Organization
WASA	Water and Sewerage Authority
WB	World Bank
WFP	World Food Programme
WHO	World Health Organization
WSSD	World Summit on Sustainable Development

Contents

Executive Summary

Introduction

1.1 Background : Key Strategies and Activities of the Government

1.2 Hazards in Bangladesh

1.3 Disaster Management Vision

1.4 Disaster Development Linkages: National and International Drivers for Change

1.5 Conceptualising Disaster Management in Bangladesh

1.6 Disaster Management Model

1.7 Defining and Redefining the risk environment

1.8 Hazard Analysis

1.9 Vulnerability Assessment

2.0 Risk Treatment

2.1 Managing the Risk Environment

2.2 Responding to the Threat Environment

2.3 Mainstreaming Risk Reduction-The strategies

2.4 Disaster Management System in Bangladesh

2.5 Disaster Management Regulative Framework

2.6 The Comprehensive Disaster Management Programme

2.7 Component 2-b

2.8 Objective

2.9 Strategy of Capacity Building Program

3.0 Development of Training Program

3.1 Training Needs Assessment

3.2 Curriculum Development

3.3 Learning Materials Development

3.4 Pre Testing of Curriculum

3.5 Finalization of Curriculum and learning methods

- 3.6 Human Resource Development for Training Program
- 3.7 Potential Human Resources
- 3.8 Brief on Partners and Their Working Areas
- 3.9 Terms of References with Partners
- 4.0 IDM Training Program for the Year 2007
- 4.1 IDM Training Program for Union, Upazila and Paurashava Disaster Management Committee
- 4.2 Results of Pre and Post Test in Upazila, Union, Paurashava level IDM training
- 4.3 Results of Participants Evaluation in Upazila, Union and Paurashava level IDM training
- 4.4 Recommendation of Participants in Upazila, Union and Paurahsva Level IDM Training
- 4.5 Lessons learnt at Upazila, Union and Paurashava level
- 4.6 Monitoring, Evaluation, Mood Meter results of Varied DMCs
- 4.7 Follow up IDM 2007
- 4.8 IDM Training in 2008: Introduction to Partners and Working Areas
- 4.9 Training Process for 2008 and Onwards
- 5.0 Conduction of IDM training for Upazila, Union and Paurashava Disaster Management Committee
- 5.1 Results of Pre and Post test of IDM training in different Disaster Management Committee
- 5.2 Participants evaluation of IDM training in different Disaster Management Committee
- 5.3 Results of Participants Recommendation in different level IDM training
- 5.4 Lessons Learnt from IDM training in Upazila and Union/ Paurashava level
- 5.5 IDM and Specialized Follow up training implemented DMB
- 5.6 Results of DMB implemented IDM and Specialized Follow Up training
- 5.7 Process of Monitoring and Supervision of IDM training for different Disaster Management Committees
- 5.8 Expert Recall IDM Training: Planning, Design, organization, Implementation
- 5.9 Most Significant Stories from Expert Recall
- 6.0 Key Findings from Experts Recall
- 6.1 Identification of Areas for Further Improvement as Recommendations
- 6.2 Annexure of different instrument, knowledge materials used for different trainings

List of Table

Table No.	Title
1.	Major Cyclones that hit the Bangladesh coast
2.	List of Major Earthquakes Affecting Bangladesh
3.	CDMP revised Logical Framework and Component 2b
4.	Summary of the IDM TOT
5.	Participants at Union level
6.	DMC Committee at Pourashava Level
7.	DMC committee at Upazila Level
8.	NGOs total number of training and total participants
9.	Pre and Post test result of IDM training in the six Upazilas of Sunamganj District
10.	Participation rate in IDM training, Cox's Bazar District, 2007
11.	The average mood of the participants in varied DMC training through Mood Meter
12.	Name of District, Upazila, number of unions and UDMC members covered by the partner NGOs
13.	Participants of the District Disaster Management Committee
14.	Number of participants and different DMCs received IDM training from 2006 to 2009
15.	Mood Meter of Satkhira District
16.	Mood of Trainees in the training programme, Harta Union Parishad of Ujirpur Upazila

List of Diagram/Figure/Photo

Figure No.	Title
1.	Topography of Bangladesh
2.	Flood prone areas by 1998 flood depth
3.	The Cyclone prone areas of Bangladesh
4.	Cyclone prone areas of Bangladesh
5.	Photo of River Bank Erosion
6.	Areas Prone to Various Disasters including River Erosion
7.	Photo of Earthquake destruction
8.	Seismic Zoning Map of Bangladesh, BNBC 2003,
9.	The drought prone areas of Bangladesh
10.	Different drought prone areas according to their severity
11.	Bangladesh Disaster Management Model
12.	Disaster Management System
13.	Disaster Management Regulative Framework
14.	CDMP Model in Bangladesh
15.	IDM Training at UDMC
16.	Number of participants and total training events conducted by each NGO
17.	IDM training at Union Level
18.	Map of Cox's Bazar
19.	Sub District of Cox's Bazar
20.	IDM training at Rajshahi district, 2007
21.	Satkhira District Map
22.	Photo IDM Training at Upazila Level, Faridpur, 2007

23. Map of Sunamganj District
24. Photo UP DMC IDM training at Madhukhali, Faridpur
25. RDRS IDM training for Paurashava DMC,2007
26. District and Participants
27. NGO wise coverage of IDM & Follow up
28. NGO and total participants coverage
29. All training course evaluation results
30. Comparison of Pre –Post test score by all NGOs in 2007
31. Results of ten DMCs Pre and Post test scores in Rajshahi district.
32. Results of ten DMCs Pre and Post test scores in Rajshahi district
33. Results of ten DMCs Pre and Post test scores in Sirajganj district
34. Results of ten DMCs Pre and Post test scores in Sirajganj district
35. Results of ten DMCs Pre and Post test scores in Cox's Bazar district
36. Results of ten DMCs Pre and Post test scores in Lalmonirhat district
37. Results of ten DMCs Pre and Post test scores in Faridpur district
38. Results of ten DMCs Pre and Post test scores in Satkhira district
39. Pre and Post - test Result of 1 (One) Upazila and 5 (Five) Unions of Sunamganj District
40. Photo of a feed back session with the candle light, Cox's bazaar district, 2007
41. Photo of Participants involved in a Group Work, Pachuri Union D M C, Ulfadanga Upazila, Faridpur , 2007
42. Diagram, Manikganj, Course Evaluation
43. Diagram, Faridpur, Course Evaluation
44. Diagram, Mood Meter of the Participants, Satkhira District
45. Diagram, Mood Meter result in Sunamganj District
46. Diagram, IDM 1st Phase Follow up paerticipants Score, Satkhira district
47. Diagram, IDM Follow up 1 st Phase, Sunamganj District
48. IDM Follow up results, Cox's Bazar, 2007

49. IDM Phase 1 Follow up, Lalmonirhat District,2007
50. In augural session, TOT for IDM
51. Provided Training kits
52. Attained IDM & specialized follow up training by different NGOs
53. % of total participants attained by different NGOs, 2008
54. Pre - post score , Faridpur
55. Pre - post score , Rajshahi
56. Pre and Post test score, Rajshahi, 2008
57. Pre - post test, Lalmonirhat 2008
58. Pre - post test result, Satkhira District, 2008
59. Pre - post score, Bagarehat, 2008
60. Pre - post, Tangail 2008
61. Pre - post test, Cox's Bazar, 2008
62. Pre - post results, Manikganj
63. Pre - post score Rajbari, 2008
64. Pre - post score Tangail, 2008
65. Course evaluation in Sirajganj, 2008
66. Participants evaluation of training session, Sirajganj District, 2008
67. Session evaluation, Lalmonirhat, 2008
68. A participant in IDM Training
69. Chairman, UDMC in IDM training
70. District Coverage of IDM Training in different DMCs and participants
71. District wise percentage of IDM training recipients
72. Pre and Post test score in Faridpur
73. IDM results in Patuakhali district
74. Pre-Post results of IDM Specialized Follow up training in the Chargat Upazila, Rajshahi
75. Photo Group work, IDM training, Machor UP, Faridpur ,2007

Executive Summary

Since the initiation of the Comprehensive Disaster Management Project, disaster management practices in Bangladesh have shifted from response and relief dependency to risk reduction approaches. This is comparable with the Thomas Khunian concept, as recent events have seen a paradigm shift in the epistemology processes.

Disaster risk reduction on a government level began with the initiation of the Indian Meteorological Department after the great Bakerganj cyclone in 1876. The creation of the meteorological service enhanced later development of modern weather services in the region. Besides that, in the regime of East Pakistan the initiation of a Cyclone Preparedness Program by the then National Red Cross Society and post colonial period occurred during the 1970s and late 80s saw other mentionable efforts in risk reduction promotion such as the building of numerous cyclone shelter centres, embankment construction, coastal green plantation and the creation of the Flood Action Plan after the devastating flood in 1988.

Thus we can say that concepts and practices of risk reduction were both **prevailed?** in the Disaster Management system of Bangladesh and it is even innate within the community level through indigenous practices. Here is the best example of 'Khanar Bachan' (Proverb of Khana). Comprehensive Disaster Management program can be accredited with successfully integrated all the earlier efforts and initiating some new activities as disaster risks reduction becomes mainstream.

The purpose of the Comprehensive Disaster Management program of the Government of the People's Republic of Bangladesh and its development partners is to greatly enhance the comprehensive risk reduction culture instead of conventional response and relief management. In order to achieve this five strategic focus areas were identified for the Comprehensive Disaster Management: capacity building, partnership development and mainstreaming, community empowerment, research information management and response management. These five strategic focus areas were separated by three components and each major component has different sub components i.e. within Capacity building and Institutional Strengthening there are five sub components e.g. Component 1b, Component 2b.

Objective of the Component 2b

Disaster Management Committees are playing a more proactive role in guiding the implementation of risk management activities. This development objective is linked with the primary objective of CDMP, which is to strengthen the capacity of the Bangladesh disaster management system to reduce unacceptable risks and improve response and recovery activities.

Expected Output of this Component

District, Upazila, Union and Paurashava levels Disaster Management Committee members knowledge and understanding about the disaster risk management processes are increased

Major activities

- Develop a minimum training standard based on the roles and responsibilities and training needs of DMCs.
- Develop training curricula and learning materials in conjunction with component 1b.
- Develop detailed implementation plan for training and briefings of DMCs.
- Implement briefing and training plan in conjunction with component 1b.

Training Need Assessment

A comprehensive methodology was developed to conduct studies on understanding the training needs, current responsibilities and status of organization, scope of working and knowledge base regarding disaster management. A Structured Training Needs Assessment tool was used for each member, which comprised of set of questions under a thematic areas. There were total 41 themes and under each themes minimum three questions were included for assessment by the participants. A simple four point scale was used for assessing all the questions under a band. The utilized instrument was aimed to review the existing knowledge, skills and scoping of risks reduction management and how to make all the DMCs knowledgeable on Disaster Risk Management and be proactive about disaster business. This study was conducted during the March and April of 2005 among the different Disaster Management Committees in different regions e.g. Barisal, Rajshahi.

Major findings of TNA

- In previous occasions there were little scope to organize formal training or orientation of the DMCs on their roles and responsibilities and how to perform the functions
- In general, there is lack of understanding on the proposed roles and responsibilities related to risk assessment and risk management at all level of the DMCs.
 - Training should mainly focus on the roles and responsibilities prescribed during the normal period. Review and how to improve the proposed roles and responsibilities during emergency and post disaster period will help them better implement the proposed activities since they have the experience of working with activities.
 - Compare to rural DMC the Urban DMCs like Paurashava or City Corporation DMC had no experience dealing even with the present response and recovery activities.
 - Knowledge and skills alone cannot improve the performance of the DMCs. The constraints for implementing the roles and responsibilities of the DMC members should

be critically reviewed and corrective measures should be taken from the respective department/ministry for effective management of the risk reduction programme.

Curriculum Development

A team comprised of multi-disciplinary area specialists covering the Disaster Management System of Bangladesh, disaster risk management, adult learning, curriculum development and communications were involved in the process of Research or Training Needs Assessment, draft training curriculum development and the drafting of two sets of learning materials including a training manual, learning material for trainees, reviewed learning materials and a curriculum for both national and international experts, Pre testing of Training program and finally Revised the Training Program based on the experiences of some training as test cases.

The Training Advisory Group (TAG), a sub-group under the PPPDU, which was comprised of the Secretary-MDMR, the Director General of the DMB, the Director General of the Directorate of Relief and Rehabilitation, the Training Consultant and representative/s from Training Institutes provided their valuable inputs in the different phases of the training manual and curriculum development.

Finally two types of training were designed; the Introductory Disaster Management training and Specialized Follow Up training for all the DMCs. The duration of the Introduction to Disaster Management (IDM) Courses were three days and two days was laid aside for the Specialized Follow up training course. The three daylong training courses mainly focused on the following content: Concept on Comprehensive Disaster Management, Factors Influencing Comprehensive Disaster, Development and Disaster, Mainstreaming Disaster Risk Reduction, Emergency Response, Roles and Responsibilities of Disaster Management Committees and Community Risk Assessment Process in the Curriculum and reflected in the two learning materials.

IDM training implementation

During the period of 2007- 2009 different types of IDM, Specialized Training and Follow Up Training were implemented by the partners NGOs and Disaster Management Bureau both. In the partnership development earlier there was called EOI and 123 organizations showed there interest and submitted both technical and financial proposal. Finally for the first phase there were selected eleven NGOs following the PPRC. In the year 2008 among the eleven six were employed again for carrying out both some new districts and some districts where in the earlier year IDM training was implemented.

Then TOT was organized by the DMB for the trainers of both partners NGOs, Senior officials of DMB and DR like DRRO and PIO .

Training Organization

In the initial phase of the training, the Trainers from the training organization assisted the Chairperson of the Union, Upazila, Paurashava, City Corporation, CPP Volunteer and District DMC to constitute the DMCs as per the revised list. All kind of preparations including invitation of

participants, selection of venues, and arrangement of food were done prior to the actual conduction of the training course in close collaboration with the stakeholders of varied DMCs.

Monitoring & Evaluation Process

Monitoring of the training courses were done from centrally by the DMB staff and CDMP professionals as well as by the NGO's own mechanism of monitoring by their respective supervisors and managers.

Monitoring and Evaluation Checklist:

- List of Participants with signed
- Pre and Post Test results
- Mood meter of participants
- Trainer's Classroom Performance Monitoring Checklist (By participants)
- Session Review Form
- Training Management Assessment Checklist
- Course Evaluation Form (By participant)
- Trainee Follow Up Checklist

Besides, Training Advisory Group (TAG) oversaw overall functions of the implementation of this programme component to ensure that implementing agencies are performing based on the agreed roles and responsibilities

NGO Service Delivery Modality

IDM Training 2007

In the year 2007 there were eleven NGOs who were involved to facilitate IDM training and Training Follow Up in the seven districts (pilot). There were named Sirajganj, Rajshahi, Sunamganj, Satkhira, Faridpur, Cox's bazaar and Lalmonirhat.

Total 19458 members of different DMCs e.g. Upazila, Paurashava received this three days training. Where as 1979 which was 10% of total participants received follow up training. Among eleven NGOs the GUS conducted 19% of the total training which comprised of 4138 participants. Then second largest part of training conducted by the Country Vision, 13% of total training during this period.

Quantitative Results of IDM and Follow-up Training

It has been analyzed the Pre and Post test results of the 80 training sessions based on available data from the NGOs report. After analyzing Pre and Post test scores of different participants in the varied DMCs it shows that in Pre test scores 40% participants obtained in the range of 0-10, 40% laid in the 11-20 range and about 19% in the 21-30 range. Where as we see that only 10% fell in the first quartile, 15% at the second category, about 26% obtained 21-30 number, 25% obtained in the range of 31-40 and 24% obtained more than 40 number. It is clearly seen that after receiving training most of the participant's knowledge level was increased.

Training Follow Up

There was follow up of the training among the ten percent of the total participants to understand their knowledge retention at least one month recall period. As examples some districts data were analyzed and it illustrates consistence level that after receiving training when they returned most of them retained their acquired knowledge from the IDM training. However inclusion of recall period was at least one month but in many places it was more than that period.

As case it has been referred the Satkhira district which shows that majority of the participants (43%) obtained in the third quartile, 41% obtained 21 to 30 scores and some of them that is 14% got 11-20 scores. In this district no one fell in the first quartile (0-10 score). However the percentage of fifth quartile getting down in only 2%.

IDM Training & Specialize Follow Up in 2008

In the year 2008 some NGOs carried out two days Specialized Follow Up training in their previous districts where they had carried out Introductory Disaster Management Training for three days among the varied members of Upazila, Union and Paurashava DMCs. On the other hand in this year some other NGOs were assigned for conducting similar IDM training for the DMCs of newly included districts named Patuakhali, Barguna, Manikganj, Rajbari, Tangail, Bagerhat and Barisal districts . In this year 2008 (Second phase) Guna Unnayan Procesta, Bangladesh Disaster Preparedness Centre (BDPC), Jagrata Juba Shangha (JJS), UTTARAN, Resource Integration Centre (RIC), Gano Unnayan Sangstha (GUS) all together provided training of 257 UDMC (Union Disaster Management Committee) of 66 Upazilas under in Manikganj, Rajbari, Tangail, Patuakhali, Barguna, Barisal, Bagerhat, Satkhira, Faridpur, Coxes Bazar, Sunamganj, Sirajganj, Rajshahi and Lalmonirhat..

DMB Implemented IDM Training

Training division of Disaster Management Bureau conducted IDM and Follow up training as direct implementation agency alike NGO service delivery modality. During the period of 2006 to 2009 DMB conducted in total 62 IDM and Specialize Follow Up for different DMCs like District Disaster Management Committee, Upazila Disaster Management Committees, Union Disaster Management Committees, IDM Training for CPP Officials, CPP Volunteers, City corporation and some for Union Disaster Management Committees as for Pre testing the training curriculum and methodology.

There were 13 districts covered in the IDM training program under DMB service delivery process where Cox' s bazar district was highest in the priority as 392 participants received training in that district. According to training recipients then Sirajganj and Rajshahi became second and third position respectively. Through DMB about 2210 participants received IDM and Specialized Follow up training as member of varied DMCs. Every training session was so successful regarding the number of participants. It has revealed that in average in Upazila level it was minimum 35 and in District level minimum 50 DMC members participated. However DMB mainly conducted IDM training for Upazila and District DMCs but even Pre and Post test scores show that most of the participants improved their earlier scores significantly after obtaining training.

Lessons Learnt

- Attendance rate of the participants was high
- Learnt about the risk and vulnerability of the disaster
- Learn that Disaster Management should priority on taking activities during the normal time for reducing the anticipated disaster risks
- Participatory Facilitation of trainings
- Appropriate Public Private Partnership can make any national program successful
- Liasion with the Govt. and Non Govt. organizations helped to implement the training more successfully.
- Relationship developed with the Government staff, UPs and Civil Society.
- Knowledge on disaster preparedness and management
- Reactivated the Disaster Management Committees

Recommendation and Conclusion

The following recommendations have been extracted from the submitted reports of different NGOs as accomplishment of partnership and findings from the FGD which conducted in the 24th November 2009 among DMB and CDMP Senior Officials involved with IDM development and implementation:

1. Revision of IDM training curriculum

A Disaster Management Curriculum should be developed mingling the concept of the Disaster Risks Reduction model for DMCs/ Civil Society organization and NGOs. This curriculum should be developed in the line of long term national disaster management planning and policy

2. Conduction of Training/Capacity development program

Partnership types could be extended like along with NGOs other Public educational and training institutions could be invited

3. Supervision, Monitoring and Evaluation

Routine Monitoring process as sample basis can be incorporated

4. Documentation

A position or post should be created for documentation of the project period through out

5. One of the major success of this training program was overwhelming participation where arrangement of participants allowances worked as contributory factors, Thus in future it should take in to account seriously how these participants allowances can be lucrative as this played very positive impacts for ensuring this overwhelming participation in the current IDM training.

Introduction

Bangladesh is a low-lying deltaic country in South Asia. It occupies a unique geographic location spanning a stretch of land between the mighty Himalayan mountain chain on the north and the open ocean on the south. It is virtually the only drainage outlet of a vast river basin made up of the Ganges, the Brahmaputra and the Meghna and their networks. More than 310 rivers and tributaries have made this country a land of rivers.

It is a land of about 144 million people within its 147,570 sq. km territory has the highest population density in the world with 979 inhabitants per sq. kilometer (BBS 2008).

Since independence in 1971, Bangladesh has achieved substantial improvements in some social indicators i.e. decrease in infant and maternal mortality, and illiteracy, an increase in life expectancy, access to safe water and sanitation. However, approximately 40% of the population still continues to live below the poverty line (BBS, 2005).

Agriculture plays pivotal role in country's overall socio-economic, politico and cultural stability as well human development. The economy continues to remain predominately on agricultural sector depending largely on the vagaries of weather, which are not always favourable. The inclement weather systems, which are of course seasonal, make Bangladesh the most victims of natural calamities, causing at times colossal loss of lives and properties.

The coastal morphology of Bangladesh influences the impact of natural hazards on the southwestern areas especially. Natural hazards increase the vulnerability of the coastal dwellers and slow down the process of social and economic development.

Natural and human induced hazards such as floods, cyclones, droughts, tidal surges, tornadoes, earthquakes, river erosion, fire, infrastructure collapse, the high arsenic content of ground water, water logging, water and soil salinity, and various forms of pollution are common. Climate change adds a new dimension to community risk and vulnerability.

1.1 Background: Key Strategies and Activities of Government

In the preamble of the country's constitution, "...a fundamental aim of the state to realize through the democratic process...- a society in which the rule of law, fundamental human rights and freedom, equality and justice, political, economic and social, will be secured for all citizens"(Constitution of Bangladesh 1998). The constitution of Bangladesh up holds all the charters, covenant and convention regarding the rights of its citizens irrespective of their class, sex, caste and religion.

During the colonial period of Bangladeshi's history, little attention was paid to safeguard its citizens during an emergency. For example, in 1965 when India attacked Pakistan, all the armies were deployed to the western front, leaving the majority of the citizens in the eastern part of the country unprotected. In 1970, this was repeated. Also extremely vulnerable to natural disasters, a cyclone in Bangladesh in 1970 killed not less than half million people with many more people dying or suffering needlessly due to a lack of attention from the government. Gaining its independence from Pakistan involved nine long months of devastation, brutality and massive

ethnic cleansings which required huge relief and responsive activities for the newly independent country (Hashemi,S and Mirza Hasan 1999;Lewis,D 1999 in Matin,Nilifar 2002).

In addition, it is also a colonial legacy we couldn't pay proper attention and invest more in mitigation and risk reduction. Nonetheless, as government efforts there were some good examples of Disaster Risks Reduction initiatives like establishment of Indian Metrological Department in 1876, CPP in 1965, Coastal green barriers in late 1980s, FAP and reforestation in the southern districts to prevent drought and desertification in the late 1990s(GoB 1992). Besides, the notion of preventative culture is innate to our community, similar to '*Baicha chola*' (take preventative measures earlier by changing your behavior and environment) '*Sabdaner mar nei*' (There is no loss in taking precaution) and many more in the forms of rhymes and proverb as enculturation process to reduce the risks from natural hazards (BELA 1995). None

The 1988 flood and 1991 cyclone, two historical devastating disasters succeed in attracting the both the Policy makers and international development agencies to invest in protecting the lives and livelihoods of mass through development approach rather than concentrated dependency driven relief and responsive model which used to make downwards of the people's capacity by receiving relief repeatedly (Gardner, K & Lewis 1996;Hashemi,S and Mirza Hasan 1999;Lewis,D 1999).

The devastating floods of 1988 and the cyclone of 1991, which has created a massive destruction in the economy (CPD 2001); the focus has been shifted towards adaptation of a holistic approach and a short-term project titled , "Assistance to Ministry of Relief in Coordination of Cyclone Rehabilitation: BGD/91/021 was taken up. The Government of Bangladesh (GoB) established the Disaster Management Bureau (DMB) in April, 1993 as the successor of the Disaster Coordination and Monitoring Unit and renamed the Ministry of Relief and Rehabilitation as the Ministry of Disaster Management & Relief (MDMR). In May 2004 it was renamed again as the Ministry of Food & Disaster Management. The Government has established Disaster Management Council and Committees from national to field level downwards in 1993.. As a technical arm to the Ministry of Food and Disaster Management, DMB overviews and coordinate all activities related to Disaster Management from national to the grass-roots level. It is also entrusted to maintain an effective liaison with government agencies, donors and NGOs to ensure maximum cooperation and coordination in all aspects of Disaster Management. Now Ministry of Food and Disaster Management is working hard through its Disaster Management Bureau, Directorate of Relief and Rehabilitation and Directorate of Food as inevitable organs to ensure socioeconomic development of the country through food security, relief and Disaster Management programmes.

1.2 Hazards in Bangladesh

Bangladesh is exposed to natural hazards, such as, floods, river erosion, cyclones, droughts, tornadoes, cold waves, earthquakes, drainage congestion/ water logging, arsenic contamination, salinity intrusion etc. But the nature of occurrence, season and extent of effect of the hazards are not the same in all places. Figure 1 presents Bangladesh Topography.

Flood

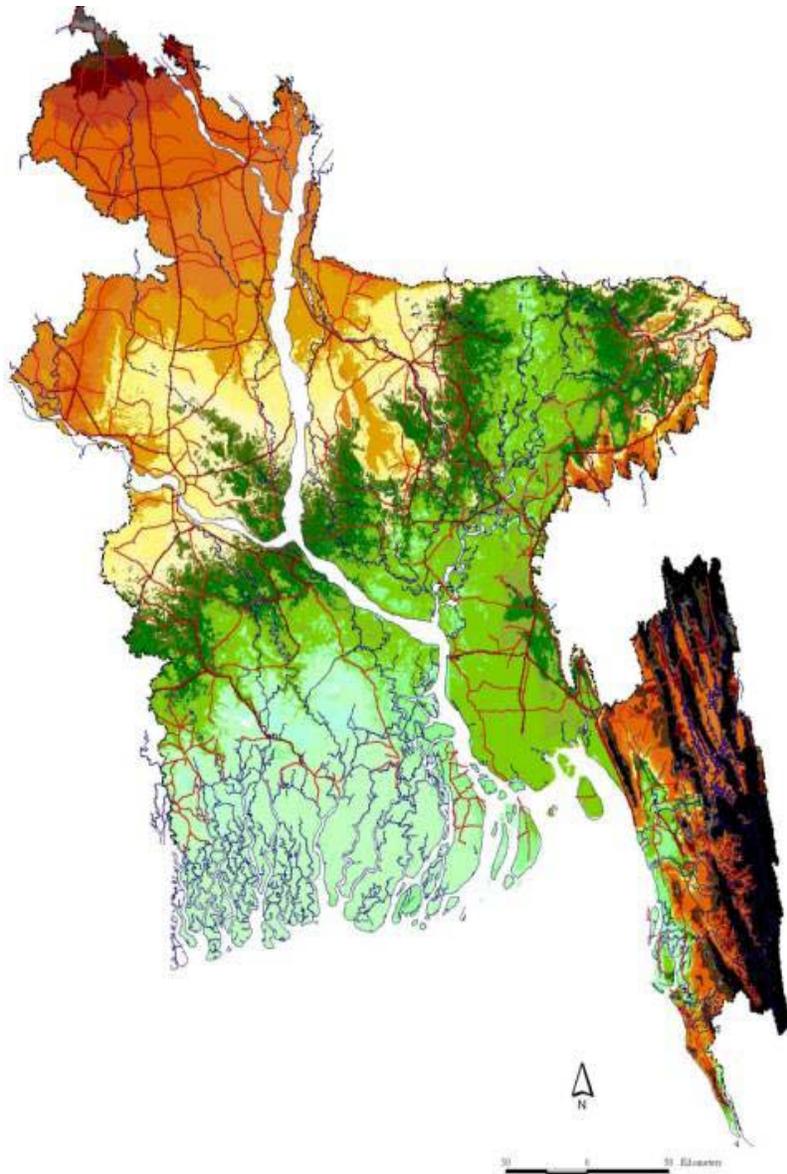
Floods are annual phenomenon with the most severe occurring during the months of July and August. Regular river floods affect 20% of the country increasing up to 68% in extreme years. The floods of 1988, 1998, 2004 and 2007 were particularly catastrophic, resulting in large-scale destruction and loss of lives. Approximately 37%, 43%, 52% and 68% of the country is inundated with floods of return periods of 10, 20, 50 and 100 years respectively (MPO, 1986). Four types of flooding occur in Bangladesh (Figure 2).

- Flash floods caused by overflowing of hilly rivers of eastern and northern Bangladesh (in April-May and September-November).
- Rain floods caused by drainage congestion and heavy rains.
- Monsoon floods caused by major rivers usually in the monsoon (during June- September).
- Coastal floods caused by storm surges and tied.

In 2004, floods inundated about 38% of the country (WARPO, 2005). About 747 people lost their lives. About 2500 kilometres of embankment were damaged. About 74 primary school buildings were washed away. This flood caused economic loss of about US\$ 2200 Million. In 2007, floods inundated about 32000 Sq Km including the char areas of 6000 sq km affecting almost 16 million people in around 3 million households. 649 persons lost their lives. Floods continue to be major hazards in Bangladesh. The Ministry of Water Resources (MoWR) is leading the country on flood mitigation initiatives. Important initiatives include Flood Action Plan, Flood Hydrology Study, Flood Management Model Study, National Water Management Plan, National Water Policy, Flood Early Warning System Study, etc.

Cyclones and Storm Surges

Tropical cyclones from the Bay of Bengal accompanied by storm surges are one of the major disasters in Bangladesh. The country is one of the worst sufferers of all cyclonic casualties in the world. The high number of casualties is due to the fact that cyclones are always associated with storm surges. Storm surge heights in excess of 9m are not uncommon in this region. For example, the 1876 cyclone had a surge height of 13.6 m and in 1970 the height was 9.11 m (WARPO, 2005). In fact, the 1970 Cyclone is the deadliest cyclone that has hit Bangladesh coastline. With a wind-speed of about 224 km per hour and associated storm surge of 6.1 to 9.11 Metres, it was responsible for death of about 300,000 people. A list of devastating cyclones is given in Table 1



- About 50% of the country is within 6-7 m of MSL.
- About 68% of the country is vulnerable to flood.
- About 2. 25 to 30% of the area is inundated during normal flood

Figure 1: Topography of Bangladesh (CEGIS, November 2006)

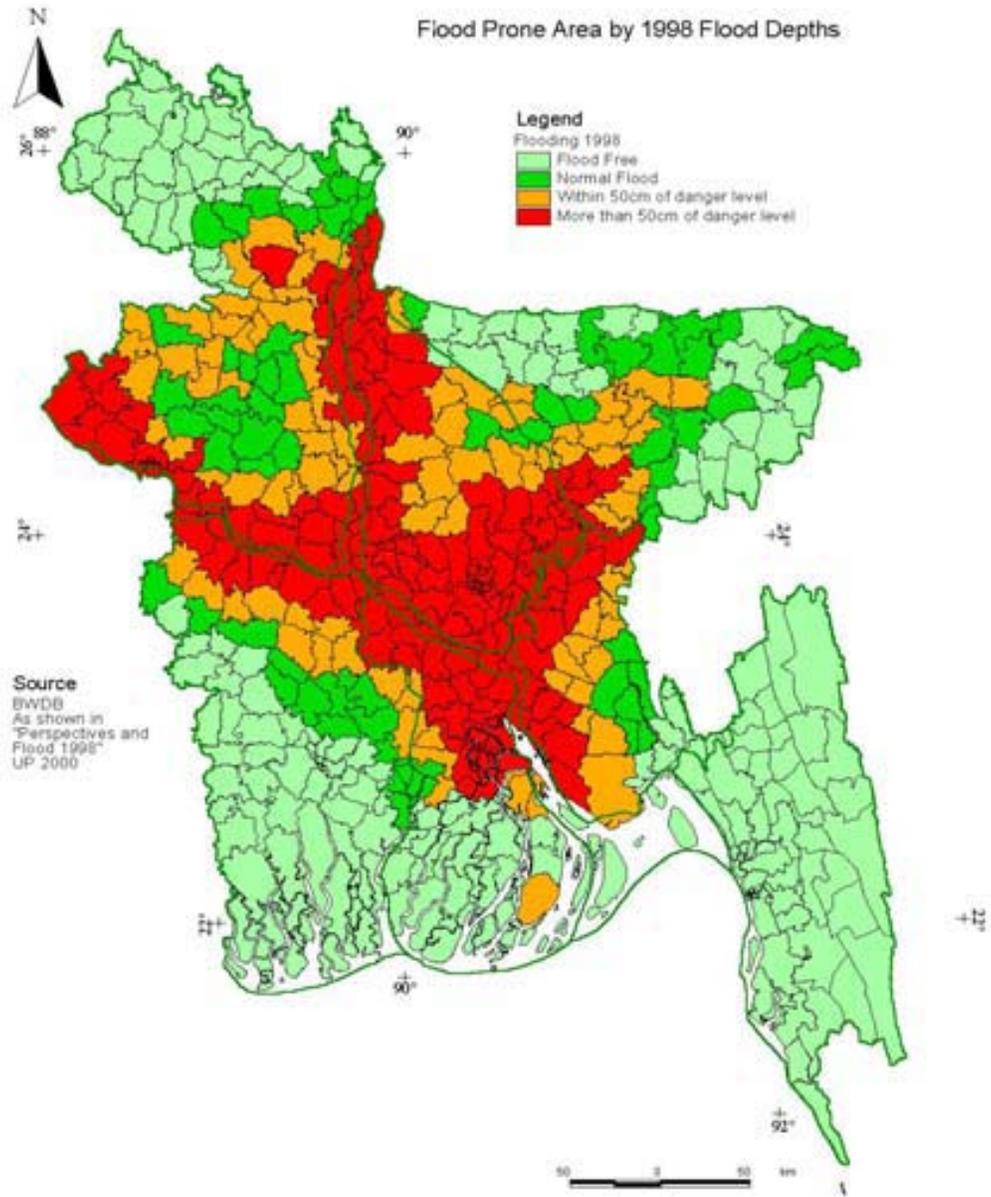


Figure 2: Flood prone areas by 1998 flood depth (Source: BWDB, 2000)

Table 1: Major Cyclones that hit the Bangladesh coast

Source: Bangladesh Meteorological Department 2007

Date of attack	Year of attack	Maximum Wind speed (km/hr)	Storm height surge	Death toll
11 May	1965	161	3.7-7.6	19,279
15 December	1965	217	2.4-3.6	873
01 October	1966	139	6.0-6.7	850
12 November	1970	224	6.0-10.0	300,000
25 May	1985	154	3.0-4.6	11,069
29 April	1991	225	6.0-7.6	138,882
19 May	1997	232	3.1-4.6	155
15 November	2007	223	6.1-9.1	3363

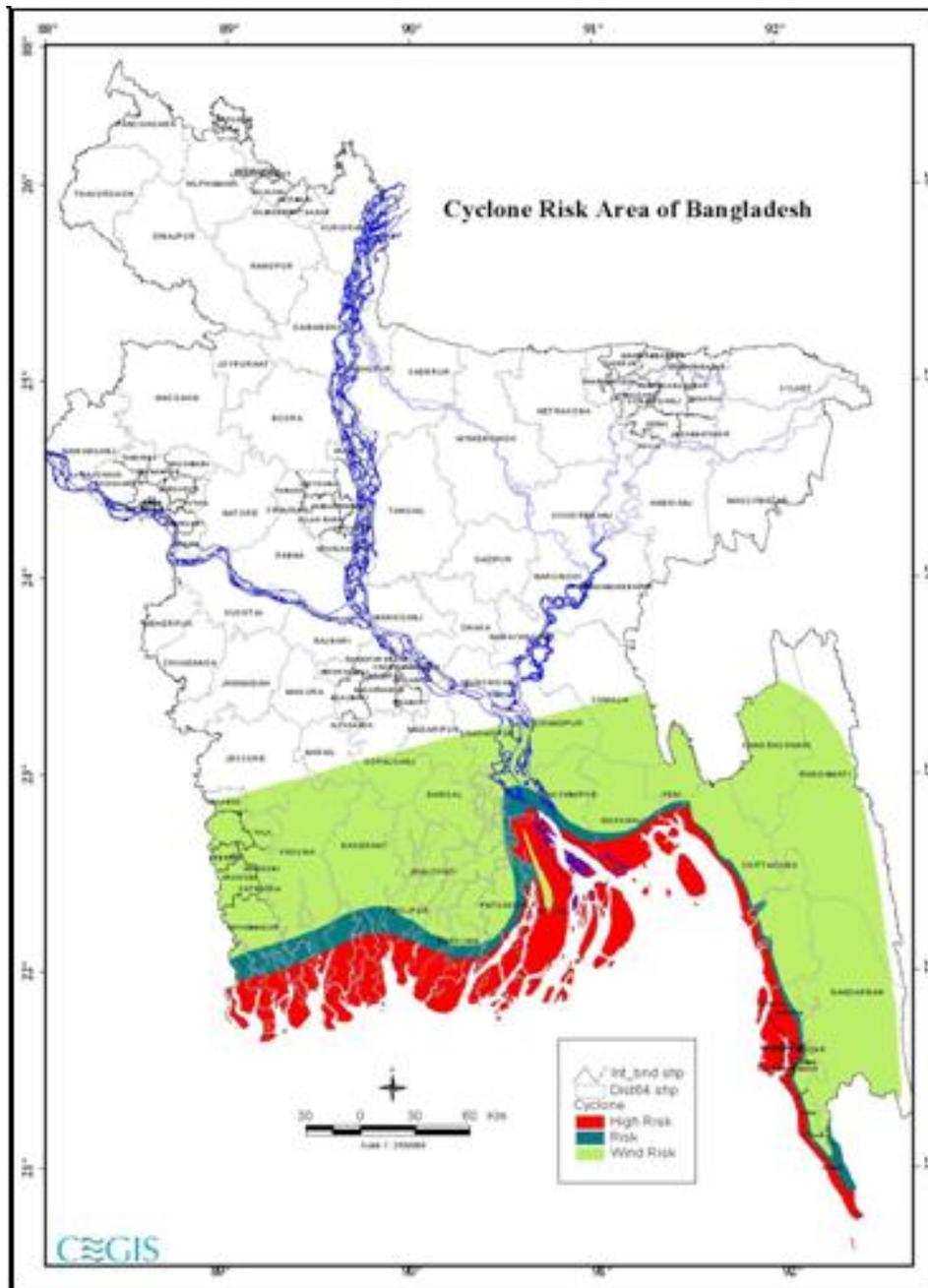


Figure 4: Cyclone prone areas of Bangladesh

(Source: WARPO, 2005)

In the wake of Cyclone Sidr (Attacked 15 November,2007), the Government of Bangladesh, together with international experts, undertook a comprehensive damage and loss, and needs assessment to ascertain the extent of the damage caused by the storm, and to define a comprehensive and feasible recovery plan. The Joint Damage, Loss, and Needs Assessment (JDNLA) estimated the total damage and losses caused by the cyclone to be Bangladesh Taka (BDT) 115.6 billion (US\$ 1.7 billion). Damage and losses were concentrated in the housing sector (57.9 BDT billion, or 50 percent of the total), productive sectors (33.8 BDT billion or 30 percent), and on public sector infrastructure (15.7 BDT billion or 14 percent). More than two-thirds of the disaster effects were physical damages and one-third were economic losses, and most damages and losses were incurred in the private sector, rather than in the public sector. This has significant implications for the strategy that must be adopted for recovery and reconstruction.

While the impact of Cyclone Sidr was relatively moderate when measured by impact on overall Gross Domestic Product (GDP) (estimated to be equivalent to 2.8 percent of Bangladesh's GDP), the effects of the storm were highly concentrated in the Districts of Bagherat, Barguna, Patuakhali, Pirojpur, and Barisal. Thus, the impact is borne primarily by the poor. It is estimated that about 2 million people have lost income and employment in the more affected districts. Thus, the brunt of the disaster was borne by some of the poorest population groups of the country and will significantly further degrade their living conditions.

Tornado

The two transitional periods between southwest and northeast monsoons over the Indian sub-continent are characterized by local severe storms. Also there are severe local seasonal storms, popularly known as nor'westers (kalbaishakhi). Severe nor'westers are generally associated with tornadoes. Tornadoes are embedded within a mother thunder cloud, and moves along the direction of the squall of the mother storm. The frequency of devastating nor'westers usually reaches the maximum in April, while a few occur in May, and the minimum in March.

Table 2: Some of the devastating nor'westers and tornadoes

14 April 1969 Demra (Dhaka)
17 April 1973 Manikganj (Dhaka)
10 April 1974 Faridpur
11 April 1974 Bogra
09 May 1976 Narayanganj
01 April 1977 Faridpur
26 April 1989 Saturia (Manikganj)
14 May 1993 Southern Bangladesh
13 May 1996 Tangail
04 May 2003 Brahmanbaria

21 March 2005 Gaibandha

Source: Bangladesh: State of the Environment 2001 and web sources

Nor'wester, Tornado they can cause a lot of havoc and destruction. Tornadoes are suddenly formed and are extremely localized in nature and of brief duration. In each year in different areas there are good number of deaths and casualties and losses of property caused by these storms. However there is still very lack of technologies to predict and early warning but by taking risks reduction initiatives at households and community level can possible to reduce the injury and property losses (Halim et al., 2009)

River Bank Erosion

River erosion in Bangladesh is no less dangerous than other sudden and devastating calamities. Losses due to river erosion occur slowly and gradually. Though losses are slow and gradual, they are more destructive and far-reaching than other sudden and devastating calamities. A study concluded in 1991 reported that: out of the 462 administrative units in the country, 100 were subject to some form of riverbank erosion, of which 35 were serious, and affected about 1 million people on a yearly basis. Around 10,000 hectares land is eroded by river per year in Bangladesh (NWMP, 2001). The erosion prone zones of Bangladesh are shown in the Figure 6. Kurigram, Gaibandha, Jamalpur, Bogra, Sirajganj, Tangail, Pabna and Manikganj districts lie in the erosion prone area along Jamuna River. A recent study of CEGIS (2005) shows that bank erosion along Padma River during 1973 – 2004 was 29,390 hectares and along Jamuna River during 1973 – 2004, it was 87,790 hectares. These scenario will be worsen and will increase the environment refugees thus high concentration to urban slums and squatters were anticipated by the IPCC due to global warming and climate change (NAPA 2005).



FIGURE:5

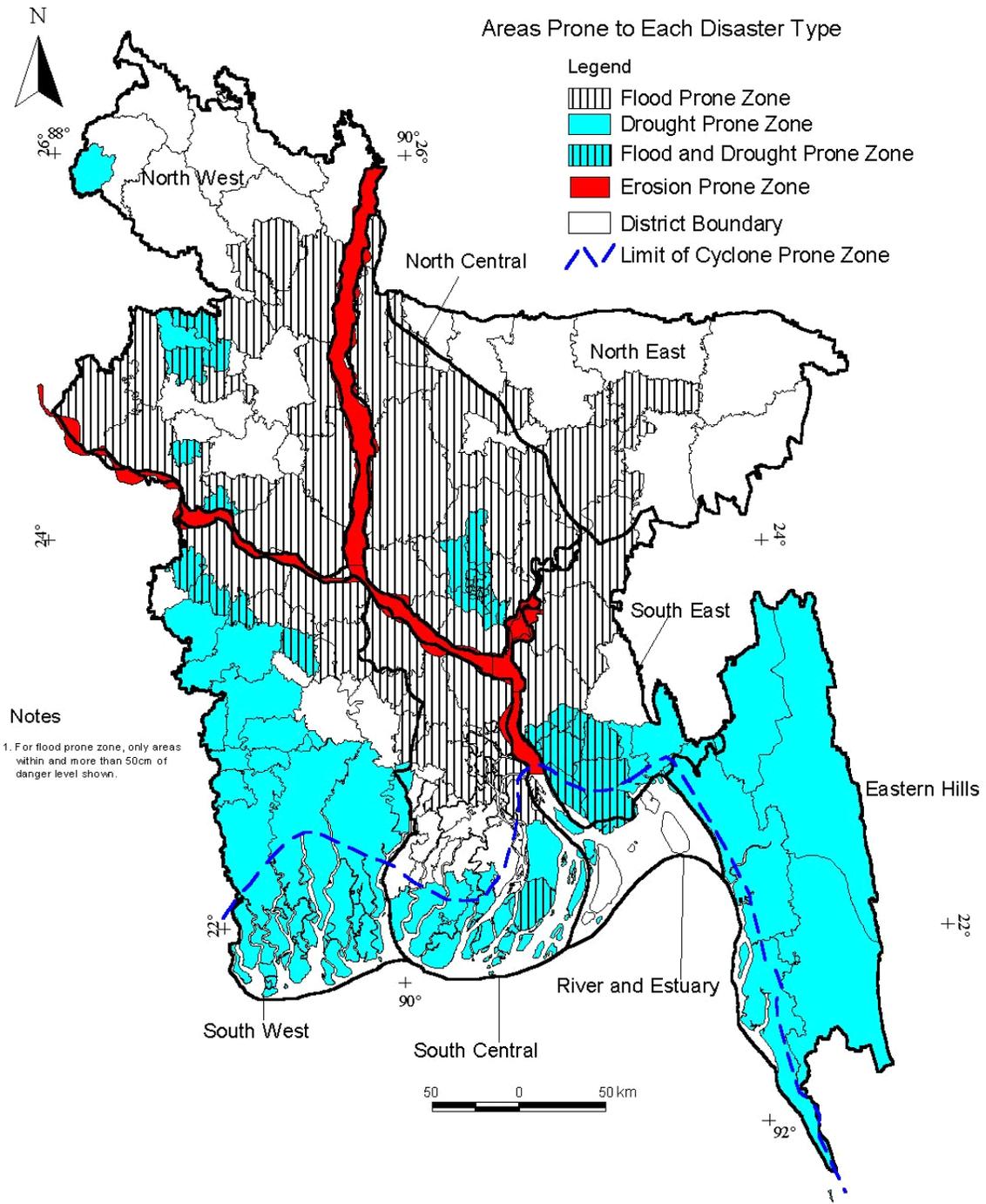


Figure 6: Areas Prone to Various Disasters including River Erosion

(Source: NWRD 2001)

Earthquake

The northeastern Indian states have long been one of the seismically active regions of the world where different parts of Bangladesh are susceptible from moderate to severe earthquake risks. These region have experienced some earthquakes during the past 200 years. A seismicity map of Bangladesh and its adjoining areas has also been prepared by BMD and GSB. Bangladesh has been classified into three seismic zones with zone-3 the most and zone-1 the least vulnerable to seismic risks (Fig. 7). Dhaka and Tehran identified as the most risk area to earthquake based on the vulnerability by UNDP.

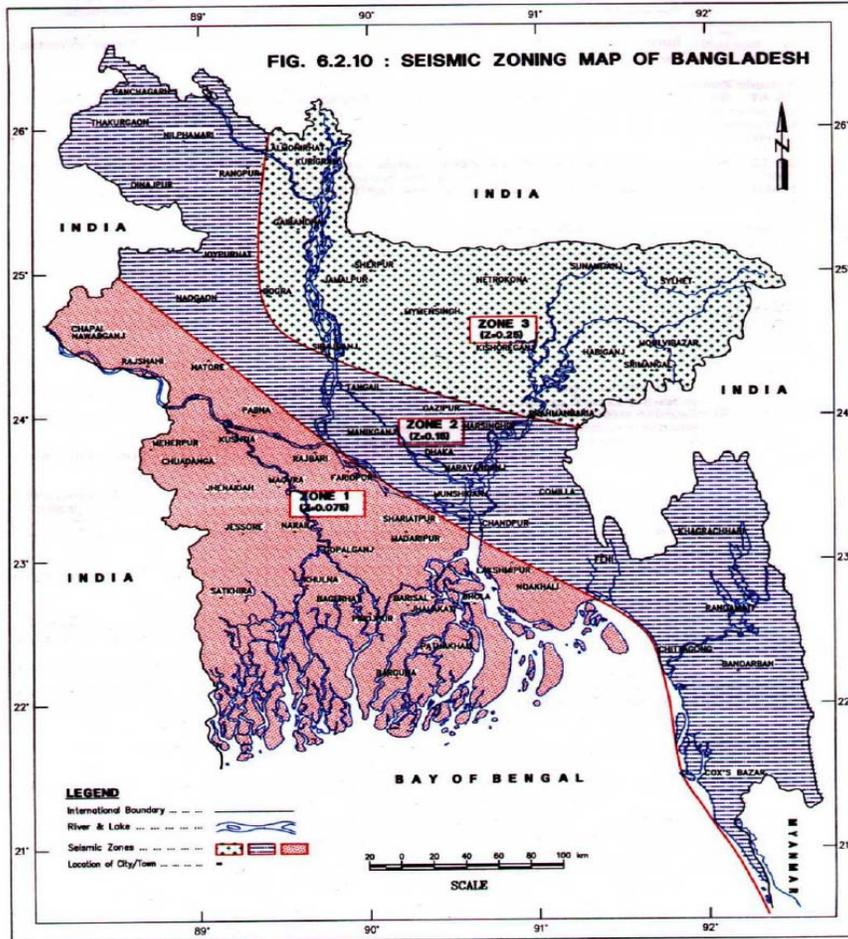


Figure: 7 Photo of Earthquake destruction

Table: 02 List of Major Earthquakes Affecting Bangladesh

Date	Name of Earthquake	Magnitude	Epicentral Distance from Dhaka (km)	Epicentral Distance from Sylhet City (km)	Epicentral Distance from Chittagong
10 Jan, 1870	Cachar earthquake	7.5	250	70	280
14 July, 1885	Bengal Earthquake	7.0	170	220	350
12 June, 1897	Great Indian Earthquake	8.7	230	80	340
8 July, 1918	Srimongal Earthquake	7.6	150		
2 July 1930	Dhubri Earthquake	7.1	250	275	415
15 January, 1934	Bihar-Nepal Earthquake	8.3	510	530	580
15 August, 1950	Assam Earthquake	8.5	780	580	540

Figure: 8 Seismic Zoning Map of Bangladesh, BNBC 2003, in Choudhury 2005

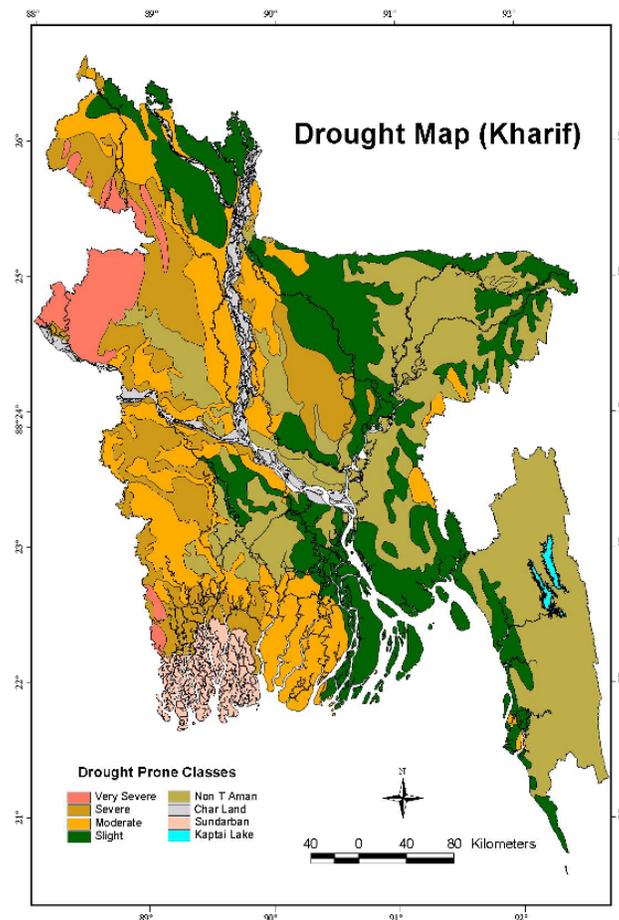


Source: BNBC 1993 as reproduced in Choudhury, 2005

Drought

Bangladesh faces unpredictable drought hazard in the dry monsoon due to inadequate and uneven rainfall. It varies from place to place, however, northwestern region suffers most from the drought. As much as 17% of the Aman crops, the main paddy crops in the wet season may be lost in a typical year due to drought. Though this is an annual phenomenon, the last severe drought faced by Bangladesh was in 1994. It is one of the most insidious causes of human misery.

Bangladesh is at higher risk from droughts. Between 1949 and 1991, droughts occurred in Bangladesh 24 times. Very severe droughts hit the country in 1951, 1957, 1958, 1961, 1972, 1975, 1979, 1981, 1982, 1984 and 1989. Past droughts have typically affected about 47% area of the country and 53% of the population (WARPO, 2005).



Figures: 9 Shows the drought prone areas of Bangladesh.

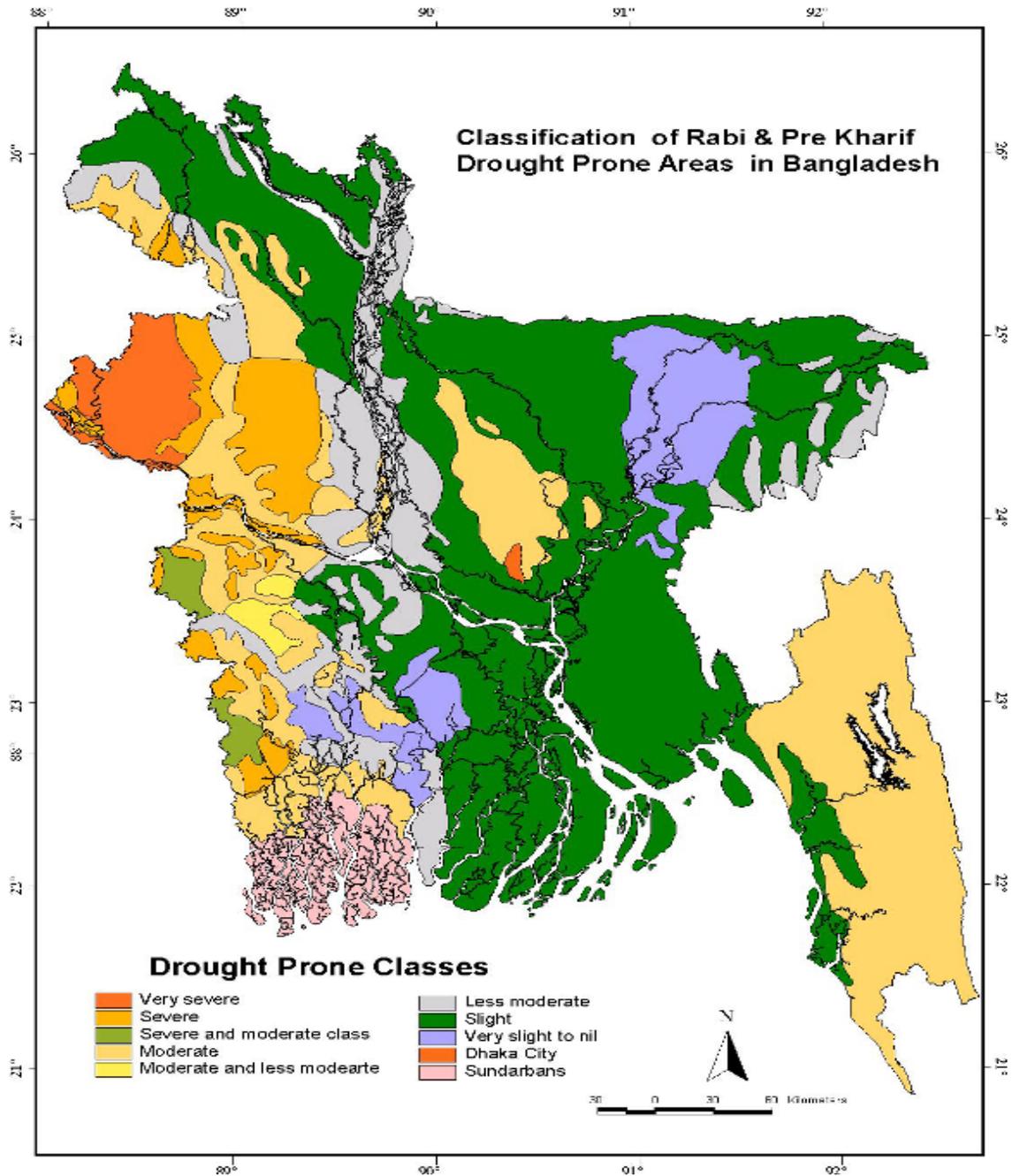


Figure: 10 Shows different drought prone areas according to their severity

The percentage of drought-affected areas was 31.63 percent in 1951, 46.54 percent in 1957, 37.47 percent in 1958, 22.39 percent in 1961, 18.42 percent in 1966, 42.48 percent in 1972, and 42.04 percent in 1979 (Chowdhury and Hossain 1981 as reported in SOE 2001)

Besides, country suffers severely from arsenic contamination in ground water, intrusion of saline water in some southern districts, other biological hazards like avian flue, bird flue, Nipa virus and very often fire hazards. Building collapse and fire hazards as urban disasters and land slides or mud slides due to human induced deforestation are also occurred in Bangladesh.

Not only does Bangladesh have acute poverty, low literacy, limited land area resulting in over crowding (More than 1000/km, making it one of the most densely populated countries in the world), but frequent natural disasters hinder possible development. In spite of these, we have lessens the ability to achieve different national and international growth and development. These losses and damages could be reduced more if we have integrated planning which will give the community the capacity to understand the hazards risks in their areas, the skills to take actions to mitigate the risks and be responsive through better preparedness.

1.3 Disaster Management Vision

The Disaster Management Vision of the Government of Bangladesh is to reduce the risk of people, especially the poor and the disadvantaged, from the effects of natural, environmental and human induced hazards, to a manageable and acceptable humanitarian level, and to have in place an efficient emergency response system capable of handling large scale disasters.

MoFDM Mission

To bring a paradigm shift in disaster management from conventional response and relief to a more comprehensive risk reduction culture and to promote food security as an important factor in ensuring the resilience of the communities to hazards.

Overall Objective

To strengthen the capacity of the Bangladesh Disaster Management System to reduce unacceptable risk and improve response and recovery management at all levels and to effectively integrate and manage Bangladesh's food security system

1.4 Disaster Development Linkages: National and International Drivers for Change

Disaster Management of Bangladesh is driven by the country's overall key strategies and development planning. The country's overall development and future growth are guided by both some national and international agenda as priority issues. Here are the drivers of Disaster Management of Bangladesh:

Millennium Development Goals

The Millennium Declaration of September 2000 identified, among others, the following key objectives:

Protecting the vulnerable

"We will spare no effort to ensure that children and all civilian populations that suffer disproportionately the consequences of natural disasters...are given assistance and protection so that they can resume normal life as soon as possible."

Protecting our common environment, which resolve to "intensify cooperation to reduce the number and effects of natural and man-made disasters".

Principal goals include the following:

- 1) Eradicate extreme poverty and hunger
- 2) Achieve universal primary education
- 3) Promote gender equality and empower women
- 4) Reduce child mortality
- 5) Improve maternal health
- 6) Combat HIV/AIDS, malaria and other diseases
- 7) Ensure environmental sustainability
- 8) Develop a global partnership for development

Poverty Reduction Strategy Paper (PRSP), Bangladesh

Poverty-disaster interface in Bangladesh is quite perplexing. Disasters have had adverse long-term impact on economic and social activities of the poor. Additionally, the poor are more vulnerable to any kind of disaster due to a) depletion of assets, b) income erosion due to loss of employment, c) increased indebtedness and d) out migration. Moreover, cost to cope with disaster is disproportionately higher for the poor.

The core principles of the Bangladesh PRSP include the following:

- It is country-driven and promotes national ownership of strategies through broad based participation of civil society;
- It is result-oriented and focused on outcomes that will benefit the poor;
- It is comprehensive in recognizing the multidimensional nature of poverty;

- It is partnership-oriented and involves coordinated participation of development partners (government, domestic stakeholders, and external donors); and
- It is based on a long-term perspective for poverty reduction.

Recommendations of the National Workshop on Options for Flood Risks and Damage Reduction in Bangladesh, 2004

In 2004, Bangladesh experienced one of the most devastating floods in nearly 50 years.

About 38% of the country went under water. The damage caused by the flood was to the tune of US\$ 2 billion. Millions of people were affected. The most affected were the poor, the most vulnerable in such disasters.

In the backdrop of the devastating 2004 flood, on 7-9 September a national workshop was convened with the Prime Minister's Office on 'Options for Flood Risks and Damage Reduction in Bangladesh'. The workshop came up with a total of 323 recommendations of which 87 recommendations were directly related to the Ministry of Food and Disaster Management.

Hyogo Framework for Action (HFA) 2005-2015

On January 18 - 22, 2005 the World Conference on Disaster Reduction was held in Kobe, Japan.

The broad objective of the conference was building the resilience of nations and communities to substantially reduce the losses in lives and social, economic and environmental assets of communities.

The conference produced a 10 year Framework document called "*Hyogo Framework for Action 2005-2015: Building the resilience of nations and communities*". The HFA commits:

- To pursue an integrated multi-hazard approach for sustainable development to reduce the incidence and severity of disasters;
- To place disaster risk at the center of our political priorities and policies;
- To integrate disaster risk reduction in all our development work;
- To strengthen the capacity of disaster prone countries to address risk;
- To invest substantively in disaster preparedness;
- To reduce the relief-development gap and thereby reduce vulnerability;
- To enable civil society actors and affected communities to strengthen their resilience to disasters
- To reduce the gap between what we know and what we do, with the critical ingredient being political commitment; and

- To build on the momentum of this World Conference to accelerate implementation of the Framework for Action.

Priorities for action

Drawing on the conclusions of the review of the Yokohama Strategy, the World Conference on Disaster Reduction adopted the following five priorities for action:

1. Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation
2. Identify, assess and monitor disaster risks and enhance early warning
3. Use knowledge, innovation and education to build a culture of safety and resilience at all levels
4. Reduce the underlying risk factors
5. Strengthen disaster preparedness for effective response at all levels

United Nations Framework Convention on Climate Change (UNFCCC)

Climate change is rapidly emerging as one of the most serious threats that humanity may ever face. Global warming threatens the development goals for billions of the world's poorest people. We face a genuine danger that recent gains in poverty reduction will be thrown into reverse in coming decades, particularly for the poorest communities.

The Convention on Climate Change sets an overall framework for intergovernmental efforts to tackle the challenge posed by climate change. It recognizes that the climate system is a shared resource whose stability can be affected by industrial and other emissions of carbon dioxide and other greenhouse gases. The Convention enjoys near universal membership, with 189 countries having ratified. The Convention entered into force on 21 March 1994.

SAARC Framework for Action (SFA) 2006-2015

In view of the December 2004 Asia Tsunami and the 2005 Pakistan Earthquake, the Heads of State or Governments of SAARC (South Asian Association for Regional Cooperation) countries underscored the urgency to put in place a regional response mechanism dedicated to disaster preparedness, emergency relief and rehabilitation to ensure immediate response. Following the Dhaka Declaration, a SAARC Expert Group was formed to formulate a regional comprehensive framework on disaster management for the SAARC region. The expert group met in Dhaka on 7-9 February 2006. As per the mandate of that meeting Bangladesh circulated a draft Comprehensive Framework on Disaster Management titled - '*Disaster Management in South Asia: A Comprehensive Regional Framework for Action 2006-2015*', The draft SFA was placed before the SAARC Environment Ministers' meeting held in Dhaka from 22-24 May 2006. The Meeting endorsed the SFA and urged the member states to prepare their own plans of actions for implementation of the SAARC framework by December 2006. Bangladesh Disaster Management

National Plan 2009-2015 (draft has been submitted for government approval) is an outcome of the SAARC process.

The significant outcome of the 13th Dhaka Summit is the establishment of SAARC Disaster Management Centre (SDMC) in New Delhi with a view to strengthening regional cooperation for Disaster Management. Currently, Director General of DMB holds the post of Chairmanship of Governing Body of the SDMC.

International Strategy for Disaster Reduction (ISDR)

International strategy urges four strategies disaster reduction for all

- To increase awareness to all the citizens of the world about Risks, Vulnerability and disaster reduction
- To ensure the commitment of peoples representative for implementation of disaster reduction policies and implementation
- Encouraging the disaster reduction networks including intra profession and intra sectors participation
- Expansion of scientific knowledge and its improvement regarding disaster reduction

Standing Order on Disaster (SOD)

The Ministry of Food and Disaster Management (MoFDM) of the Government of Bangladesh has the responsibility for coordinating national disaster management efforts across all agencies. In January 1997 the Ministry issued the Standing Orders on Disaster (SOD) to guide and monitor disaster management activities in Bangladesh. The Standing Orders have been prepared with the avowed objective of making the concerned persons understand their duties and responsibilities regarding disaster management at all levels, and accomplishing them. All Ministries, Divisions/Departments and Agencies shall prepare their own Action Plans in respect of their responsibilities under the Standing Orders for efficient implementation.

National Plan for Disaster Management

The Bangladesh National Plan for Disaster Management is a strategic document to be effective for a certain period of time. This is an umbrella plan that provides the overall guideline for the relevant sectors and the disaster management committees at all levels to prepare and implement their area of roles specific plans. The Ministry of Food and Disaster Management (MoFDM) being the focal ministry for disaster risk reduction and emergency management will take the lead role in disaster risk reduction and emergency management planning. Additionally, there will be a few hazards specific management plans, such as Flood Management Plan, Cyclone and Storm Surge and Tsunami Management Plan, Earthquake Management Plan, Drought Management Plan, River Erosion Management Plan etc. Moreover, detailed Disaster Management Plan for each District, Upazila, Union and Paurashava and City Corporation of the country will be prepared.

National Water Management Plan

A water management plan was finally approved in 2004 where all kinds of water and its varied patterns like ground water, surface level water and river and its falls to the sea are considered. This comprehensive Water Management Plan was prepared by the Water Resources Planning Institute under the Ministry of Water Resources. A National Water Policy has been also prepared and declared based on the National Water Resources Management Plan. National Water Resources Management Plan detected the following areas and its implementing agencies as activities of disaster management:

1. Cyclone shelter and necessary materials
2. Cyclone shelter is elevated from the embankment
3. Proper flood control system for *haor* (A large area remains inundated two third of the year)and island areas
4. National, regional and feeder roads are able to withstand during flood
5. Construct rail lines that withstand during flood
6. Supplementary crops cultivation and irrigation for drought management

National Adaptation Plan of Action

National Adaptation Plan of Action has identified a cluster of action plans that is realistic for adaptation with the changing climate.

Climate Change cell has been approved to carry on the national adaptation plan and to help its implementation. Climate cell advised to take some experimental projects from the National Adaptation Plan of Action and based on this they provided some feedback to some implementation and donor agencies. Besides, it also proposed the following broader areas:

- Coastal crops and to identify a kind of crops which could be adaptive at the time of sudden flood
- Coastal fisheries and fish cultivation for long time flood
- Capacity development of water resource management organizations
- Coastal forestry
- Safe drinking water for the coastal people
- Insurance for hazards affected people
- Research for such crops varieties which can sustain even with drought, flood and salinity

1.5 Conceptualizing Disaster Management in Bangladesh

1.6 Disaster Management Model

Bangladesh has created a simplistic model to guide disaster risk reduction and emergency response management efforts in Bangladesh. The model (Figure 10) has three key elements and ensures that the move to a more comprehensive risk reduction culture remains central to all efforts

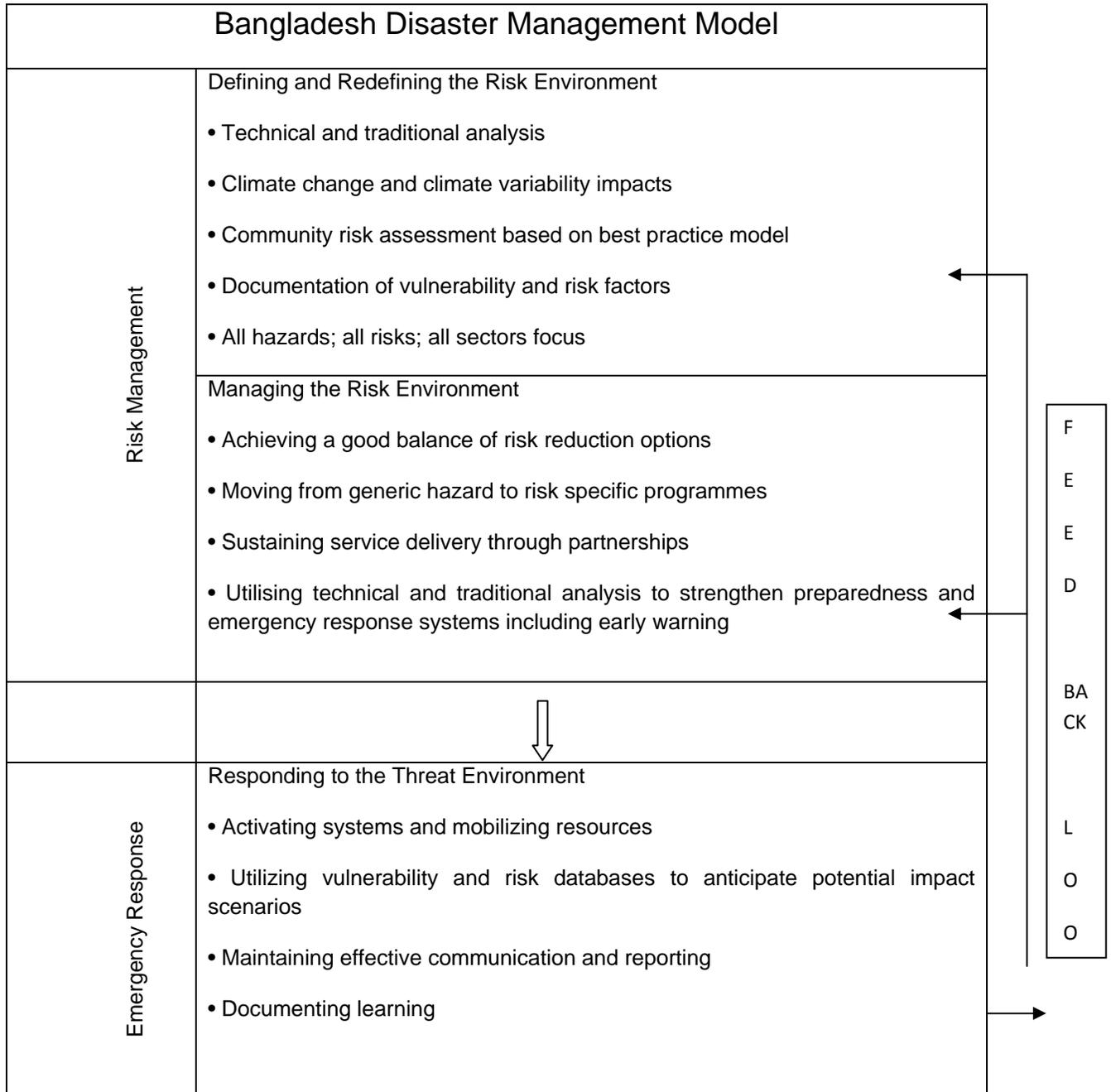


Figure: 11 Diagram of Bangladesh Disaster Management Model

1.7 Defining and redefining the risk environment

This element of the model promotes the use of scientific analysis (including climate change impacts) as the basis for accurately determining the future risk environment relative to all hazards, all sectors and all geographical areas.

Defining the risk environment involves both the traditional and formal hazard analysis, and includes the following steps:

1. Understanding the social, political and community environment (establishing the context)
2. Establishing what are the likely threats (identifying hazards and risks)
3. Understanding the likelihood and consequences (analyze the risks)
4. Rank risks in priority (evaluate risks)
5. What can be done to eliminate, reduce or manage risk (identify risk treatment strategies)

1.8 Hazard Analysis

Hazard Assessment is the process of identification of events that lead to harm or loss. It may be undertaken using traditional or formal methods, and should consider both primary hazards (e.g. cyclone) and secondary hazards (e.g. storm surge, wind, rain).

1.9 Vulnerability Assessment

In order to understand the interaction of hazards on communities, it is important to conduct a vulnerability assessment. This should be completed in terms of elements within the community (e.g. women, children, and the poor), support elements to the community (e.g. lifelines (electricity) transportation links, community services) and livelihood factors within the community (e.g. food, accommodation, farm activity, industry)

2.0 Risk Treatment

Risk Treatment options involve ranking risk in priority, and addressing vulnerability by determining actions that reduce or eliminate risk or by determining mitigation programs for communities.

2.1 Managing the risk environment

This element of the model promotes the design of risk reduction strategies (Community Based Adaptation Programmes) as an outcome of the risk assessment process. This ensures Prevention, Preparedness, Response and Recovery programmes are multi hazard focused and that the move from being hazard generic in nature to risk specific.

This will enable communities to better understand their changing risk environment and thus become more resilient through proactive risk reduction efforts.

2.2 Responding to the threat environment

This element of the model involves responding to an actual threat situation. It helps

Bangladesh disaster management officials to clearly articulate the difference between risk reduction and emergency response and how accurately defining risk environments can influence and enhance emergency response systems and decisions.

2.3 Mainstreaming Risk Reduction – The Strategies

Risks reduction approaches must be in the overall development process and they are needed to be coined in all the statuaries of the government as well as general mass. Thus it is required to provide all efforts in educating and stepping for way out from knowledge base to culture of practice by the popular activities like Advocacy, policy and planning reform, capacity building, planning frameworks, uniform CRA guidelines.

2.4 Disaster Management System in Bangladesh

The Ministry of Food and Disaster Management (MoFDM) of the Government of

Bangladesh has the responsibility for coordinating national disaster management efforts across all agencies. In January 1997 the Ministry issued the Standing Orders on Disaster (SOD) to guide and monitor disaster management activities in Bangladesh.

The Standing Orders have been prepared with the avowed objective of making the concerned persons understand their duties and responsibilities regarding disaster management and accomplishing them into own activities. All Ministries, Divisions/Departments and Agencies shall prepare their own Action Plans in respect of their responsibilities under the Standing Orders. The National Disaster Management Council (NDMC) and Inter-Ministerial Disaster Management Coordination Committee (IMDMCC) will ensure coordination of disaster related activities at the National level. Coordination at district, upazila and union levels will be done by the respective District, Upazila and Union Disaster Management Committees. The Disaster Management Bureau will render all assistance to them by facilitating the process.

A series of inter-related institutions, at both national and sub-national levels have been created to ensure effective planning and coordination of disaster risk reduction and emergency response management.

At the national level

- i. National Disaster Management Council (NDMC) headed by the Hon'ble Prime Minister
- ii. Inter-Ministerial Disaster Management Co-ordination Committee (IMDMCC) headed by the Hon'ble Minister in charge of the Ministry of Food and Disaster Management (MoFDM) to implement disaster management policies and decisions of NDMC / Government.
- iii. National Disaster Management Advisory Committee (NDMAC) headed by an experienced person having been nominated by the Hon'ble Prime Minister.
- iv. Cyclone Preparedness Program Implementation Board (CPPIB) headed by the Secretary, Ministry of Food and Disaster Management
- v. Disaster Management Training and Public Awareness Building Task Force (DMTATF) headed by the Director General of Disaster Management Bureau (DMB) to co-ordinate the disaster related training and public awareness activities of the Government, NGOs and other organizations.
- vi. Focal Point Operation Coordination Group of Disaster Management (FPOCG) headed by the Director General of DMB to review and co-ordinate the activities of various departments/agencies related to disaster management and also to review the Contingency Plan prepared by concerned departments.
- vii. NGO Coordination Committee on Disaster Management (NGOCC) headed by the Director General of DMB
- viii. Committee for Speedy Dissemination of Disaster Related Warning/ Signals (CSDDWS)

At sub-national levels

- i. District Disaster Management Committee (DDMC) headed by the Deputy Commissioner (DC) to co-ordinate and reviewing the disaster management activities at the district level.
- ii. Upazila Disaster Management Committee (UZDMC) headed by the Upazila Nirbahi Officer (UNO) to co-ordinate and review the disaster management activities at the Upazila level.
- iii. Union Disaster Management Committee (UDMC) headed by the Chairman of the Union Parishad to co-ordinate, review and implement the disaster management activities of the concerned union.
- iv. Pourashava Disaster Management Committee (PDMC) headed by Chairman of Pourashava (municipality) to co-ordinate, review and implement the disaster management activities within its area of jurisdiction.
- v. City Corporation Disaster Management Committee (CCDMC) headed by the Mayor of City Corporations to co-ordinate, review and implement the disaster management activities within its area of jurisdiction.

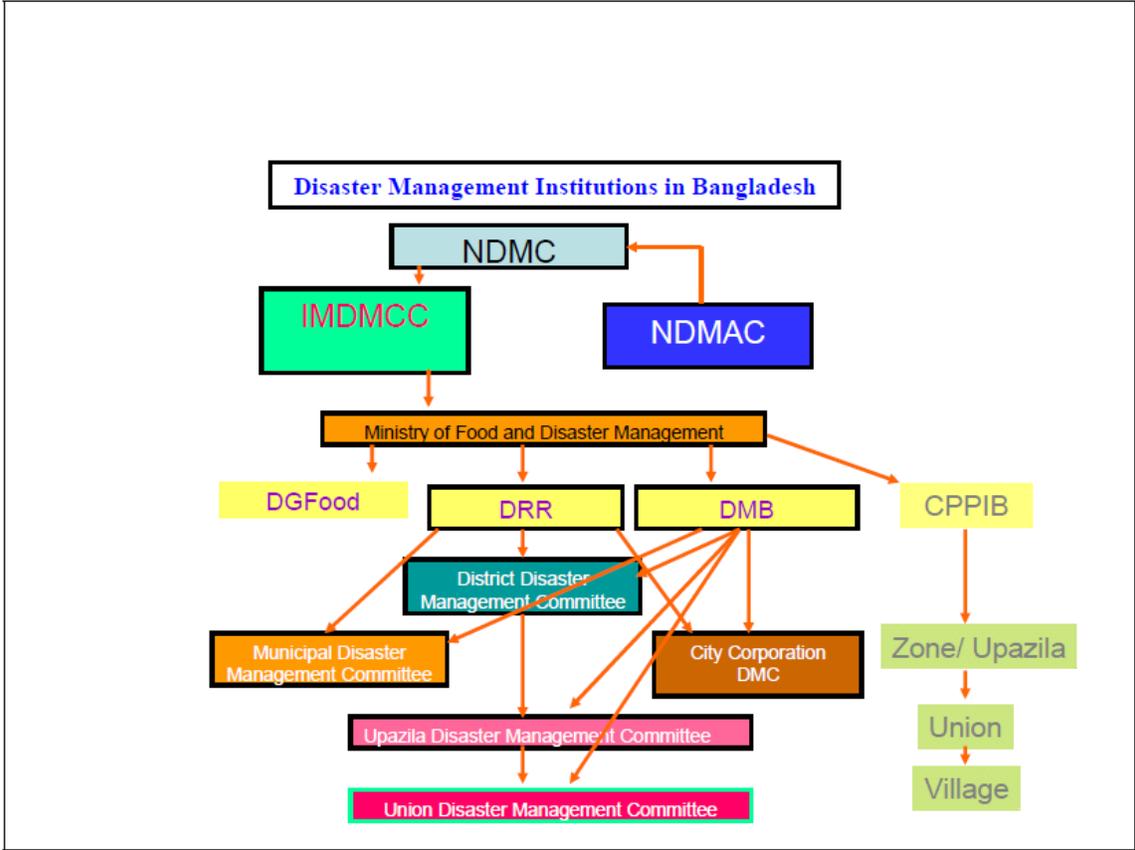


Diagram: 12 Disaster Management System

2.5 Disaster Management Regulative Framework

Bangladesh’s regulative framework for disaster management provides for the relevant legislative, policy and best practice framework under which the activity of Disaster Risk Reduction and Emergency Management in Bangladesh is managed and implemented.

The framework includes:

Disaster Management Act

A Disaster Management Act will be enacted with a view to create the legislative tool under which disaster risk and emergency management will be undertaken in Bangladesh, and the legal basis in which activities and actions will be managed. It will also create mandatory obligations and responsibilities on Ministries, committees and appointments.

National Disaster Management Policy

A National Disaster Management Policy will be formulated to define the national perspective on disaster risk reduction and emergency management, and to describe the strategic framework, and national principles of disaster management in Bangladesh.

Disaster Management Plans

The Bangladesh National Plan for Disaster Management is a strategic document to be effective for a certain period of time. This is an umbrella plan which provides the overall guideline for the relevant sectors and the disaster management committees at all levels to prepare and implement their area of roles specific plans. The Ministry of Food and Disaster Management (MoFDM) being the focal ministry for disaster risk reduction and emergency management will take the lead role in disaster risk reduction and emergency management planning. Additionally, there will be a few hazard specific management plans, such as Flood Management Plan, Cyclone and Storm Surge etc. Moreover, there will be a detailed Disaster Management Plan for each District, Upazila, Union and Paurashava and City Corporation of the country.

Standing Orders on Disaster

The Standing Orders on Disaster describes the detailed roles and responsibilities of committees, Ministries and other organizations in disaster risk reduction and emergency management, and establishes the necessary actions required in implementing Bangladesh's Disaster Management Model.

Guidelines for Government at all Levels (Best Practice Models)

Guidelines for Government is to be implemented at all levels are developed as best practice models, and are used to assist Ministries, Directorate, Institutions and Divisions under the Ministry, NGOs, disaster management committees and civil society in implementing disaster risk management. Guidelines will include, among others:

- Disaster Impact and Risk Assessment Guideline
- Local Disaster Risk Reduction Fund Management Guidelines
- Emergency Fund Management Guidelines
- Indigenous Coping Mechanism Guidebook
- Community Risk Assessment Guidelines
- Damage and Needs Assessment Methodology
- Hazard Specific Risk Assessment Guidelines
- Emergency Response and Information Management Guideline
- Contingency Planning Template
- Sectoral Disaster Risk Reduction Planning Template
- Local Level Planning Template
- National Risk Reduction Fund Management Guideline
- National Disaster Reduction and Emergency Fund Management Guideline
- Local Disaster Management Fund Guideline
- Guideline for road and water safety
- Guideline for industrial safety
- Guideline for Disaster Shelter Management
- Monitoring and Evaluation Guideline for the Implementation of the Plan
- Guideline for international Assistance in disaster emergency

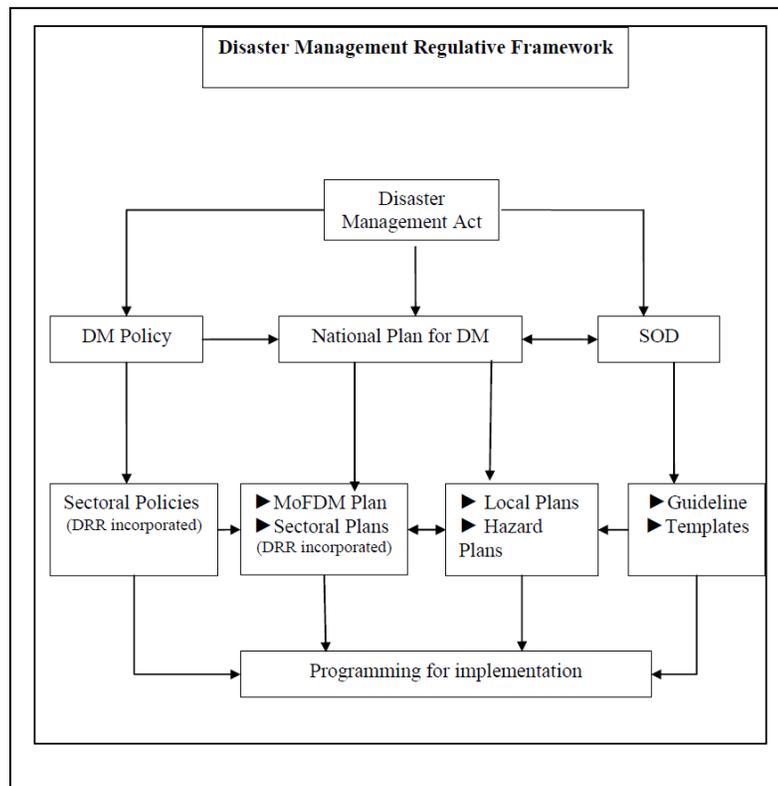


Figure 13: Shows the inter-linkages between various regulative instruments and programs for implementation.

2.6 Comprehensive Disaster Management Programme

Based on the experiences of major floods (1987, 1988 and 1998), tornadoes (1989,1996) and cyclone (1991) over the last one and half decade, there has been at the GOB;s policy making levels revisited the earlier DM activities and more emphasized has been given from post disaster relief operations to risk reduction activities within the generic term 'Disaster Management', Comprehensive Disaster Management Programme was evolved. It is an integrated series of management activities and practices which attempt to reduce the risk or magnitude of disaster events and enable individual and communities to cope with and recover from disasters once they have occurred.

Key features of the CDM Approach:

- Getting the risk reduction and emergency management balance right.

- All hazards, all risks, all sector, and all geographic area approach
- Moving from generic to specific risk programmes – based on risk assessment
- Mainstreaming risk reduction into national and local development programmers
- Empowering stakeholders, partners and communities in decision making process of risk reduction

CDM Model in Bangladesh

Bangladesh has created a simplistic model to guide disaster risk reduction and emergency response management efforts. The model has three key elements and ensures that the move to a more comprehensive risk reduction culture remains central to all efforts.

There are two major components of comprehensive disaster management model, Risk Reduction and Emergency Response. Risk Reduction has also another two elements: defining risk environment and managing risk environment.

Elements of CDM Model in Bangladesh

- i) Comprehensive disaster management refers to composition of activities of risk reduction and emergency management.
- ii) Disaster risk reduction refers to 'a set of activities for minimizing vulnerabilities and disaster risks to lessen the adverse impacts of hazards within the broad context of sustainable development'. It has two set of activities: Defining Risk Environment and Managing Risk Environment.
- iii) Defining risk environment refers to 'a systematic process to assess the risks using scientific and traditional/indigenous knowledge, information, and data through participation of community at risk and scientific community'.
- iv) Managing risk environment includes a set of strategies and activities including structural and non-structural measures, to avoid or to reduce/limit or to transfer and to manage residual risks so as to 'lessen the impacts of natural, environmental, technological and man made hazards and subsequent disasters'.
- v) Emergency response refers to 'the activation and mobilization of organization and people and resources for dealing with all aspects of emergencies/disasters, in particular warning, evacuation, search, rescue, need assessment, emergency relief, emergency medical care, and immediate recovery.

Comprehensive Disaster Management Programme (CDMP) was designed to assist the MoFDM in achieving the government vision, mission and objectives. CDMP is jointly funded by the Government of Bangladesh, UNDP, UK-DFID and EC. The team consists of a number of professionals and support staff working under the supervision of an international disaster management expert.

CDMP will build a solid foundation for risk reduction initiatives by advocating and implementing the risk reduction science in all agencies concerned with disaster management. On this basis CDMP will establish sustained programmes to engrain the thinking in agency staff by training them in risk reduction methodologies and requisite skills. In mainstreaming this preventative culture, the Ministry will implement long term initiatives for positive action to reduce risks, with sustained and real outcomes. This idea has been illustrated in below-

SUSTAINABLE PROGRAMMING AND CAPACITIES	←	GOAL
PROGRAM IMPLEMENTATION COMPONENTS Component 3c-Local Disaster risks reduction fund Component 4a- Tsunami and Earthquake Preparedness Component 4b- Mainstreaming Climate Change Component 5a- Disaster Management Information Centre	←	PRIORITY 3
CAPACITY BUILDING AND INSTITUTIONAL STRENGTHENING COMPONENTS Component 1b- Raising Skill Levels of MoFDM Staff Component 2b- Training for Government and DMC members Component 3b-Community Risk Reduction Programmes Component 3d- Support for Livelihood Security-Hazard Awareness Component 5b- Support for a Disaster Management Information Network	←	PRIORITY 2
FOUNDATION COMPONENTS Component 1a- Policy, Program and Partnership Development Unit Component 2a- Advocacy and Awareness Component 3a- Programme Gap Analysis for Strategic Partnerships	←	PRIORITY 1

Figure: 14

CDMP Model in Bangladesh

2.7 Component 2b

Training and Briefings Programme for Disaster Management Committees

Every year we are to face multi hazardous natural calamities which cause untold damage to people's lives and assets. Considering the severity of disasters, the Bangladesh Government has highlighted the importance of disaster risk management. The Ministry of Food and Disaster Management (MoFDM) is responsible for coordinating all disaster management related activities in the country from central to grassroots level as per the rules of business of the Government. In order to carry out the mandated task, the Government in the MoFDM has constituted Disaster Management Committees (DMCs) at different levels and the roles and responsibilities of the DMCs as well as the various service providing departments have been clearly spelled out in the Standing Order on Disaster (SOD). The DMCs have been formed involving key actors of central government, local government, non-government and private agencies, local elites, different vulnerable groups etc.

It has been revealed that most of the committee members are not aware of their roles and responsibilities nor have basic knowledge on comprehensive disaster management. Although disaster management presupposes certain specific activities to be undertaken at normal period, pre-disaster, during disaster and post-disaster phases to mitigate the impact of disaster, in reality the members of DMCs are seen to be functioning only during post-disaster period when massive relief and rehabilitation work is undertaken. Response to any kind of disaster is definitely vital and crucial at post-disaster phase for impoverished people developing country like Bangladesh. But it is equally important that attention should be focused on pre-disaster preparedness and mitigation so as to be able to minimize the loss of lives and properties during disaster.

It has also been revealed that, the committees, in most cases, do not function or act as per expectation. The committee members who are government officials are subject to transfer and the local representatives who are also included in the committees are nominated for a certain term. As a result, there is frequent change in the committee members and there is no process or mechanism in place to make the committee members oriented on a continuous basis. Sustainable risk reduction depends much on risk reduction work plan developed through systematic community risk assessment by the committee members at their context. Here, in this case also, the members lack knowledge and expertise in community risk assessment, development and implementation of risk reduction work plan.

Rationale

The success in the field of disaster risk management largely depends on the development of capacities and active and effective participation of the members of the DMCs formed to address disaster management issues and concerns. The DMC members at different level can play vital roles to implement this view. As such, the members of the DMCs should be informed about the detailed knowledge and skill on disaster risk management.

The component 2b of Comprehensive Disaster Management Programme (CDMP) known as Training and Briefings Programme for Disaster Management Committees at different levels, is

assigned to assess, review, design and implement training programme to enhance the capacities of the DMCs.

2.8 The Development Objective of the CDMP Component 2b

Disaster Management Committees are playing a more proactive role in guiding the implementation of risk management activities. This development objective is linked with the primary objective of CDMP, which is to strengthen the capacity of the Bangladesh disaster management system to reduce unacceptable risks and improve response and recovery activities.

A progressive strategy will be to move training down to lower level committees through a specific range of training, planning support and the provision of resources.

Disaster management committees under component 2b would be provided with training based on the risk management curriculum developed under Component 2b, and this would be conducted by training organizations who would have a formal institutional arrangements with the CDMP. Thus there would have developed partnership with the different stakeholders and risk reduction culture will be mainstreaming among the partners and other agencies involved in this capacity development activities.

Objective of the Project

Disaster Management Committees are playing a more proactive role in guiding the implementation of risk management activities.

Expected Output of this Component

District, Upazila and Union levels Disaster Management Committee members knowledge and understanding about the disaster risk management processes are increased

Major activities

- Review and revision of roles and responsibilities of DMCs according to CDMP requirements.
- Develop a minimum training standard based on the roles and responsibilities of DMCs.
- Undertake Training needs assessment.
- Develop training curricula in conjunction with component 1b.
- Develop detailed implementation plan for training and briefings of DMCs.
- Implement briefing and training plan in conjunction with component 1b.
- Conduct a mid-term evaluation of the progress and achievements of the Implementation Plan for DMCs

Table 3: CDMP revised Logical Framework and Component 2b

Hierarchy of Objectives	Objectively verifiable indicators	Means of verification	Assumption
<p>GOAL</p> <p>To strengthen the capacity of the Bangladesh disaster management system to reduce unacceptable risks and improve response and recovery activities</p>	<p>Risk management is better integrated within the core business of government and implementing agencies.</p> <p>2. Mechanisms for risk management integrated into the poverty reduction strategy and medium term investment framework</p> <p>3. Risk management programmes are steadily promoted</p>	<p>Policy and planning documents</p> <p>The PRSP and Medium expenditure framework</p> <p>Changes in the development budget</p> <p>Number of programmes on risk reduction</p>	<p>- Acceptance of the benefits of risk reduction by GoB</p> <p>- Acceptance of the important role of risk reduction in achieving PRSP objectives</p> <p>- Acceptance by GoB and donors for a holistic approach to risk reduction</p>
<p>Purpose</p> <p>To achieve a paradigm shift in disaster management from conventional response and relief to a more comprehensive risk reduction culture</p>	<p>1. National Disaster Management Framework for Action (FFA) drafted, approved and implemented by 2008</p> <p>2. GoB Disaster Management programmes progressively expanded to all hazards and all sectors including climate change by 2008</p> <p>3. Risk reduction incorporated into GoB project assessment</p>	<p>Framework Document</p> <p>ADP documents, PRSP progress review reports,</p> <p>DPP, TPP, EIA , FD-6 formats Regular monitoring reports</p> <p>Annual review reports</p> <p>Publications</p>	<p>- Political stability and lack of political influence on resource allocation</p> <p>- sustained political support for focus on risk reduction</p> <p>- timely availability of professional staff with capacity in risk reduction issues</p> <p>- timely and efficient UN DP/UNOPS delivery of goods and services</p> <p>- Donors and international agencies recognize the</p>

	<p>procedures by 2008</p> <p>4. Positive upwards trend in government financial allocation for risk reduction actions and interventions at all levels between 2004 and 2008</p>		<p>importance of risk reduction within the development process.</p>
<p>Output 2b</p> <p>Increased knowledge and understanding of risk reduction among DMC members and implementing partners at national through to Ward levels</p> <p>Activities:</p> <ul style="list-style-type: none"> Review and revise the roles and responsibilities of DMCs to reflect risk reduction functions Undertake TNA and develop training curriculum Develop training curriculum and implement training through outsourcing Establish and operationalize monitoring and evaluation systems 	<p>1. Introductory disaster management training conducted for at least 300 DMCs across seven districts¹ by December 2007</p> <p>2. Skill based training conducted for at least 300 DMCs across seven districts by December 2007</p> <ul style="list-style-type: none"> 80% of the trained DMCs developed and adopted their risk reduction action plans by December 2008 Revised roles reflected in the revised SODM and other relevant policy documents by December 2007 Introductory DM and skill-based training courses piloted in seven districts by December 2006 At least three 	<ul style="list-style-type: none"> Minutes of meetings Reports Field visits SODM Reports Onsite visits and observations Modules sited Training/Progress reports Evaluation tools Training/Progress Reports Training database/Records 	<p>Timely development and piloting of the training modules</p> <p>Timely completion of sub-contracting procedures</p> <p>Availability of partners</p> <p>SODMs approved by government</p> <p>Timely development of training modules</p> <p>Active participation and support from collaborative partners</p> <p>Motivation of DMCs to attend in the training</p>

	<p>implementing partner organizations providing training to DMCs within 3 districts by December 2006</p> <ul style="list-style-type: none"> • Pre and post training evaluation tools developed and piloted in three districts by December 2006. • At least 10% of skill-based training assessed for impact by June 2008 		
--	---	--	--

2.9 Strategy of Capacity Building Program

The training need assessment, the review/development of curriculum was developed and published by the team members working under component 2b.

The training programme was implemented mainly following two service delivery modalities e.g. one of them was directly by Disaster Management Bureau and second approach was NGO service delivery. The NGO service delivery was materialized through subcontracting process. NGOs were selected through the service procurement process as per the Public Procurement Regulation. The first phase of introductory course on disaster management was conducted by 11 organizations in all the unions and upazilas of the seven pilot districts of CDMP. Advertisement was published in two daily newspapers (Prothom Alo and Daily Star) on April 14, 2006 inviting Expression of Interest (EOI) from organizations on different thematic activities of CDMP. Training was on of the important thematic areas.

NGO/Partners Selection Process

A total of 135 EOIs received in response to the advertisement by the end of April 30, 2006. 12 of them are from individual consultants and 123 are from organizations. Out of 123 organizations, one EOI came from outside the country and the rest were from national level.

A four-member team consisting of professionals from Disaster Management Bureau and CDMP scrutinize all the EOIs. For initial screening some predetermined criteria were followed. For individual screening education, professional training, willingness to travel, writing skill, facilitation experience, curriculum development experience, training policy development experience, disaster management experience, monitoring and evaluation experience were the basis of scoring.

For organization, the team reviewed the EOIs with on a set of different parameters. These parameters were: strength of the organization, years of operation, credibility of the organization, disaster management training experience, experience of organizing other training, training related resource persons, training facilities and disaster management programme.

Considering the above factors the team has preliminarily short listed 7 individual consultants and 23 organizations based on the total score (who scored 55 or more). Then the Technical Sub Committee selected the appropriate number of individuals and organizations as per Public Procurement Regulations 2003 on a meeting held on 10 August 2006. The technical Sub-Committee approved 14 organizations to conduct the IDM training courses at Union, Pourashava and upazila levels.

Based on the short listing, the 14 national level training organizations were requested to submit technical and financial proposal for the 7 selected districts, each district were divided into two areas; area where LDRRF programme exist and area where LDRRF programme doesn't exist. Subsequently all the 14 NGO training organizations submitted their technical and financial proposals. The technical sub-committee (TSC) scrutinized the technical and financial proposal submitted to Proposal Evaluation Committee (PEC). PEC decided the 11 training organizations to conduct training in 7 pilot districts: Faridpur, Satkhira, Rajshahi, Sirajgonj, Lalmonirhat, Sunamgonj and Cox's Bazar. The selected organizations were:

- BURO Tangail
- Gono Unnayan Prochesta (GUP)
- National Development Programme (NDP)
- Jagoroni Chakra Foundation
- UTTARAN
- Resource Integration Center (RIC)
- Country Vision
- Bangladesh Disaster Preparedness Centre (BDPC)
- Rangpur Dinajpur Rural Service (RDRS)
- Jagrata Jubo Sangha (JJS)
- Gono Unnayan Sangstha (GUS)

In the 2nd phase the same organizations were offer to submit financial proposal for proving specialized follow-up training in selected unions of the 7 pilot districts and also in 7 new districts affected by flood and Sidr; Rajbari, Manikgonj, Tangail, Patuakhali, Borguna, Barishal and Bagerhat district. The 6 selected organizations for the 2nd phase training were:

- Gono Unnayan Prochesta (GUP)

- Uttaran
- Resource Integration Center (RIC)
- Bangladesh Disaster Preparedness Centre (BDPC)
- Jagrata Jubo Sangha (JJS)
- Gono Unnayan Sangstha (GUS)

Introductory Disaster Management Training by partner NGOs

Why IDM training?

The Ministry of food and Disaster Management is responsible to deal with all disaster related activities in the country. As mandated, it has issued a Standing Order on Disaster (SOD) to manage the whole gamut of disaster management related activities by the government from central to grassroots level. A number of Disaster Management Committees (DMCs), respective to different administrative tiers, have been formed involving key actors of central government, local government, non-government agencies and local elites. The committees are entrusted with specific roles and responsibilities at different phases of disaster management cycle. Thus, the success in the field of disaster risk management largely depends on the development of capacities and active and effective participation of the members of the committees formed to address disaster management issues and Concerns.

Traditionally both in theories and practices country's disaster management epistemology was mainly guided by Relief and Response system which mainly starts during and after of any disaster. Still in our SOD which is the unique directives ever in developing country for better response during disaster but it does not have adequate guidelines regarding Risk Reduction. However there were many good examples of large scale disaster risks reduction initiatives from the Government and existence of preventative model in the community but there was lack of overall policy direction of RR practices in to Bangladesh DM system. The traditional view of risk and mitigation of disasters has been dominated by fatalist (nothing can be done against Nature), welfare-oriented (philanthropy and one-off charity) and political economy approaches (Miah, Halim 2009; Matin, Nilufar 2002).

3.0 Development of Training Programs

Before strategy development an expert team of CDMP including DMB having expertise in training and awareness in general and particularly on Disaster Risks Reduction did a rigorous process of training program development. The process what they followed:

- Conducting training need assessment study
- Curriculum development
- Content Development

- Training Methodology
- Learning materials development
- Pre Testing the over all training program
- Finalization of training program
- Training Program Monitoring and Evaluation methodology

3.1 Training Need Assessment Study (TNA)

A comprehensive methodology was developed to conduct study on understanding the training needs, current responsibilities and status of organization, scope of working and knowledge base regarding disaster management. This study was conducted among all forms of DMCs. The detail process and methodology are given below-

Methodology:

Area/Population: All forms of Disaster Management Committees like District Disaster Management Committee, Upazila Disaster Management Committee, Union Disaster Management Committee, Pourashava Disaster Management Committee and City Corporation Disaster Management Committee

Participants:

All the members of the Disaster Management Committees and they were selected purposively.

Instruments:

A Structured Training Needs Assessment tool was used for each member, which comprised of set of questions under in each thematic area. There were total 41 themes and under each theme minimum three questions were included for assessment by the participants. However there were many questions but it is not complicated as it had to score by four point scale after assessing all the questions under a band (Template of TNA see annexure). The utilized instrument was aimed to review the existing knowledge, skills and scoping of risks reduction management and how to make all the DMCs knowledgeable on Disaster Risk Management and be proactive about disaster business.

Period:

This study was conducted during the March and April of 2005

Process of TNA conduction

A delegate of expert members visited different districts and met with the members and Chairman of the respective DMCs. The expert team initially described the objectives of their mission and clarified how they will extract the required information by using a structured template. This template was used mainly in a Focus Group Discussion. Although the TNA checklists were mainly generic seeing as Union and Paurashava DMCs are supposed to be directly involved in the implementation process, there were some questions on the implementation and direct operational issues. The team held extensive discussion meetings to assess whether the existing knowledge and skills of the DMC members were adequate to carry out the proposed roles and responsibilities. The gaps between the desired knowledge and skills and the existing knowledge and skills will be filled up through training. Each meeting continued for 3-4 hours.

At first, the importance of revising the roles and responsibilities was discussed in brief and the purpose of conducting training needs assessment was described. After the initial briefing, the checklist for training needs assessment based on the roles and responsibilities of the DMCs were used to assess the existing knowledge and skills of the DMCs. Each of the proposed roles and responsibilities were discussed along with some important tasks as per the checklists and how effectively they perform or will be able to perform was discussed elaborately and the findings were rated with a scale of 1-4 (poor, below average, average and good) in the checklists. In many occasions, some other performance factors that affect the implementation of disaster related activities like the motivation of the DMC members, administrative system, logistics supply, transport, human resources, supervision, working environment etc. also came up during the discussion.

Types of TNA

- District TNA
- Upazila TNA
- City Corporation TNA
- Paurashava TNA
- Union TNA

Results of the TNA Study

In general, the roles and responsibilities related to relief and rehabilitation are performed well but the roles and responsibilities proposed during the normal period are very new to the DMC members. The present knowledge and skills on these roles and responsibilities are not adequate to carry out those functions. Such responsibilities includes assessing and analyzing community risk and vulnerability, prioritizing risk and vulnerability, and vulnerability reduction and capacity building action plan with the active participation of the community at risk, monitoring of risk reduction activities and supervision of the planned activities etc.

The roles and responsibilities described under emergency period and post hazard period are usually carried out by most of the district, upazila and union DMC members effectively and they have had much experience undertaking response and recovery activities. However, they face problems when selecting the target group for the relief and rehabilitation for the limited resources they are supplied with and to prioritize the target group within the shortest possible time. The members felt that there was scope for improvement in regards to response and recovery activities if the community risks assessment and analysis was done properly during the normal period.

Conclusions and Recommendations

- The TNA findings suggest that in previous occasions there were little scope to organize formal training or orientation of the DMCs on their roles and responsibilities and how to perform the functions.
- Individual members are never supplied with the copies of their roles and responsibilities. Only the copy of SOD was available in the chairperson's office or in the DRRO and PIO's office. The members suggested that all members should get training on their roles and responsibilities and must get a copy of the roles and responsibilities.
- In general, there is lack of understanding on the proposed roles and responsibilities related to risk assessment and risk management at all level of the DMCs.
- Training should mainly focus on the roles and responsibilities prescribed during the normal period. Review and how to improve the proposed roles and responsibilities during emergency and post disaster period will help them better implement the proposed activities since they have the experience of working with activities.
- Compare to rural DMC the Urban DMCs like Paurashava or City Corporation DMC had no experience dealing even with the present response and recovery activities.
- It has been identified that in areas those NGOs have special disaster program, DMCs have a structure and knowledge so far about hazards. However the committee has identified reluctant and whatever the activities were identified like hazards map of area which is actually done by NGO.
- The minds of the DMC members are set to relief and rehabilitation culture. Understanding the concept of risk reduction and risk management may need extensive advocacy, training and time to pre-set their mind in the new paradigm.
- Most of the members opined that development activities be carried out by the respective department at all levels. The present trend of carrying out development and relief work needs to be integrated through the DMCs and instruction should come from respective ministry to their offices located at district, upazila, union levels to coordinate these activities through the disaster management committees.
- It should be ensured that all development plans are discussed in DMC meetings to review the risk of disaster while finalizing the plan

- Knowledge and skills alone cannot improve the performance of the DMCs. The constraints for implementing the roles and responsibilities of the DMC members should be critically reviewed and corrective measures should be taken from the respective department/ministry for effective management of the risk reduction programme.

3.2 Training Curriculum Development

There is still a great lack of training materials for disaster management in Bangladesh. Although, there are many communication materials available with most of them are produced by NGOs and INGOs involved in DM many of them do not properly follow the methodology of knowledge management science nor properly assess the audience nor do they review the existing materials and gaps as per the requirement of participants training needs, let alone the process of a curriculum. Hence, considering the varied nature of participants, the then immediate need of DM towards risks reduction and the scope of work, a curriculum needs to be prepared.

The necessity of Curriculum development

- Incorporation of Disaster Risks Reduction knowledge is new kind of approach in Bangladesh Disaster Management System
- Different Disaster Management Committees have lack of understanding their roles and responsibilities even which are prescribed in the most popular SOD
- It has been envisaged that most DMC have very lack of understanding the knowledge and even skills about the Disaster Management
- There is no Disaster Risks Reduction learning materials in the context of Bangladesh
- Where a comprehensive disaster management program has aimed to see Disaster Management Committees are proactive and have capacity of guiding the implementation activities regarding Disaster Risks Reduction, an uniform curriculum and related learning materials are pivotal for such kind capacity development program

Process of Curriculum Development

a. An expert team comprised of multi disciplinary areas who have minimum understanding of Knowledge management process:

- A member who has a keen knowledge about the Disaster Management System of Bangladesh
 - Subject specialist on Disaster Risks Management
 - Subject specialist on Adult learning and curriculum development
 - Communication Specialist
- b. Research or Need Assessment Study
- Conduct Training Needs Assessment
 - Analyze the data and finding the training needs

- Tasks Analysis of the different Disaster Management Committees
- Selection of prioritized training areas
 - c. Reviewed existing learning materials guiding by Global knowledge national need
 - d. Develop draft training curriculum
 - e. Develop draft learning materials: Training Manual, Learning material for trainees
 - f. Reviewed learning materials and including curriculum by both national and international experts
 - g. Pre testing of Training program
 - h. Revised the Training Program

Prioritized Training Areas

Upazila, Union, Paurashava and City Corporation DMCs tasks were reviewed and their training needs were prioritized. These findings are given below -

- To Form and activate Disaster Management Committees.
- Organize training and workshops on disaster issues.
- To take initiatives for practical measures for risk reduction at households and community level
- Training students, youth, local club members and volunteers on community based water purification techniques. Conduction of mock or drill on the community based water-purification techniques.
- Capacity building of local institution, volunteers and the community to adopt disaster resistant features, disaster resistant agriculture and other livelihood options.
- Conduct hazard, vulnerability and risk analysis.
- Identify community at risk.
- Preparation of comprehensive disaster management action plan for risk reduction and capacity building
- Arrange and dissemination of speedy and effective dissemination of forecasts relating to disaster.

Building capacity of local institution, volunteers and the community to adopt disaster resistant features, disaster resistant agriculture and other livelihood options:

Determine of specific shelter/safe centre and assigning responsibilities for providing various services and securities at the shelter. Checking the pre-selected emergency shelter/safe centers and ensuring the readiness to provide essential services and security at the centers during warning phase.

Prepare a list of sources of safe drinking water and other services nearby the shelter. Besides ensure supply of safe drinking water in the shelter/safe center.

Training of students, youth, local club members and volunteers on community based water purification techniques. Conduction of mock or drill on the community based water-purification techniques.

Prepare of some high land, which can be used as shelter during the disaster period.

Store some emergency life saving drugs for use during disaster. Emergency measures to fill up the stock of life saving drugs after careful scrutinizing the stock.

Prepare relevant planning for rescue, primary relief operation, restoration of communication, rehabilitation of severely affected families. Implement such plan during emergency period. Operation of emergency rescue work using locally available facilities and support for rescue to others. Coordinate of all relief activities (GO-NGO) during post disaster period.

Review of progress of action plans and submission of progress of implementation report to the higher authority.

Establishment of local fund for the implementation of risk reduction action plans.

Organize of rehearsals or drills on the dissemination of warnings/forecasts, evacuation, rescue and primary relief operations.

Prepare a checklist of emergency activities during disaster together responsibilities.

Emergency measures to prevent diarrhea and other water borne diseases.

Dissemination of correct information for protecting the people from being upset by rumor related to disaster.

Ensure security of the local and outside relief workers, women, children and persons with disability during disaster.

Collect and submit of statistics regarding loss due to disaster.

Allocate and distribute of relief and rehabilitation materials.

Submit accounts of materials to higher authority.

Organization of workshop on the lessons learned during and after the disaster.

Exclusive understanding on the status, necessities and future needs of varied DMCs expert group primarily proposed the following course objectives for different DMCs

Course Objectives of the training for District, Upazila and Union DMC

Describe the process of activating the Disaster Management Committee, frequency of meeting and the roles and responsibilities of the DMC.

Describe how to organize training and workshops on disaster issues.

Explain the practical measures for the reduction of risk at household and community level.

Describe how to train students, youth, local club members and volunteers on community based water purification techniques.

Describe the process of conduction of mock or drill on the community based water-purification techniques.

Describe how to adopt disaster resistant features in housing, disaster resistant agriculture and other livelihood options.

Explain the process of conducting hazard, vulnerability and risk analysis at community levels.

Describe the process of identifying community at risk.

Describe the process of preparing comprehensive disaster management action plan for risk reduction and capacity building which include:

Describe of arrangement and dissemination of speedy and effective dissemination of forecasts relating to disaster.

Description of how to build capacity of local institution, volunteers and the community to adopt disaster resistant features in housing, disaster resistant agriculture and other livelihood options.

Listing of specific shelters/safe centres and assigning responsibilities for providing various services and securities at the shelter. System of check the pre-selected emergency shelter/safe centres and ensuring the readiness to provide essential services and security at the centers during warning phase.

A list of sources of safe drinking water and other services nearby the shelters/safe centres and ensuring supply of safe drinking water in the shelter/safe center.

Description of training of students, youth, local club members and volunteers on community based water purification techniques. Conduction of mock or drill on the community based water-purification techniques.

Plan to prepare some high land, which can be used as shelters during the disaster period.

Describe the store of emergency life saving drugs for use during disaster and emergency measures to fill up the stock of life saving drugs after careful scrutinizing the stock.

Relevant plans for rescue, primary relief operation, restoration of communication rehabilitation of severely affected families. Implement such plan during emergency period. Operation of emergency rescue work using locally available facilities and support for rescue to others. Coordinate all relief activities (GO-NGO) during post disaster period.

Describe how to review of progress of action plans and process of submission of progress report on the implementation status of action plan to the higher authority.

Explain how to establish local funds for the implementation of risk reduction action plans.

Describe how to organize rehearsals or drills on the dissemination of warnings/forecasts, evacuation, rescue and primary relief operations.

Explain how to prepare a checklist of emergency activities with assigning responsibilities during disaster period.

Describe the emergency measures to prevent diarrhoea and other water borne diseases during disaster.

Explain how to ensure the security of the local and outside relief workers, women, children and persons with disability during disaster.

Review the process of collection of statistics and how to improve it, and process of submission of statistics regarding loss due to disaster to higher authority.

Explain the process of allocation and distribution of relief and rehabilitation materials to different DMCs.

Describe the appropriate process of submitting accounts of materials to higher authority.

Describe the process of organizing workshop on the lessons learned from all phases of disaster management.

Primarily, experts group recommended and designed the training curriculum based on the above prioritized areas. They opted for a five-day training program covering both risks reduction theories and practical activities as per DMC TNA findings coined with Pre, during and post disaster activities and their responsibilities. Finally, considering the reality and current knowledge, attitude and practice level where there is zero level of Risk Reduction regarding knowledge, expert group recommended DMCs should have at first a minimum knowledge on DRR and exposure of unique training on country's overall development approaches in relation with disaster. Thus the finally mainly theoretical and information based training contents have been approved.

The Training Advisory Group (TAG), a sub-group under the PPPDU which were composed of the Secretary-MDMR, the Director General of the DMB, the Director General of the Directorate of Relief and Rehabilitation, the Training Consultant and representative/s from Training Institutes provided their valuable inputs in the different phases of Training manual as well as curriculum development.

Training Methodology

Duration and Content of the course:

The duration of the Introduction to Disaster Management (IDM) Course was 3 days and the Specialized Follow up training course was for 2 days. The three daylong training courses mainly focused on the following content:

- ❑ Concept on Comprehensive Disaster Management: Program Analysis
 - Preliminary concept on hazards and disaster and some common definitions.
 - Difference between relief oriented and Comprehensive Disaster Management (CDM) Approaches
 - Vision, Mission and Objectives of the Bangladesh Government on disaster management.
 - National Policy Framework on Disaster Management.
 - National Implementation Strategy of Disaster Management

- ❑ Factors Influencing Comprehensive Disaster

- International drivers: Minimum Development Goals (MDG), International Strategy for Disaster Reduction (ISDR), World Conference on Disaster Reduction (WCDR), United Nations Framework Convention on Climate Change UNFCCC, World Summit on Sustainable Development (WSSD), Agenda 21.
 - National drivers: Poverty Reduction Strategy Paper (PRSP), Standing Order on Disaster (SOD), Flood 2004 National Workshop Recommendations, National Water Management Plan (NWMP), National Adaptation Plan of Action (NAPA).
- Development and Disaster
 - Statement of Meaning of Development, Disaster Management and Sustainable Development, Importance of Planning for development, Risk Assessment as an integral part of Development Planning, Disaster Management and Sustainable Development, Principles of Sustainability
- Mainstreaming Disaster Risk Reduction
 - Meaning of Mainstreaming Disaster Risk Reduction, Elements of Mainstreaming Risk Reduction, Framework of Mainstreaming Risk Reduction, Benefits of Mainstreaming Risk Reduction
- Comprehensive Disaster Management Model
 - The key attributes of this model
 - Disaster Risk Reduction, Defining and redefining Disaster Risk Environment
 - Elements of Defining and redefining Disaster Risk Environment
 - Technical and traditional analysis, Climate change and climate variability impacts, Community risk assessment model, Documentation of vulnerability and risk factors, Risk Matrix, Risk Register
 - Managing Risk Environment
 - Elements of Managing Risk Environment, Risk Reduction Planning model, Steps of Risk Reduction Planning, Risk Reduction Action Plan
- Emergency Response
 - Steps of Emergency Response
 - Early Warning, Evacuation, Search and Rescue, Needs and Damage Assessment, Emergency Relief, Emergency Medical Care, Emergency Recovery/Rehabilitation
 - of Risk Reduction Planning, Risk Reduction Action Plan
- Roles and Responsibilities of Disaster Management Committees (DMCs)
 - Roles and responsibilities of DMCs
- Community Risk Assessment Process
 - What is CRA, Uses of CRA, Steps of CRA, Participants of CRA

3.3 IDM Training Learning Materials Development

It was described in an earlier chapter how the priority, content and finally based on the component objectives and overall goal of the CDMP objectives of the training and related contents, training methodology were finalized through a series of discussion and obtaining feedback from related experts at home and abroad.

There was developed two learning materials for IDM training purposes and based on this materials many slides were prepared for conducting training session at different DMCs level.

These are:

Trainers Guide: Introductory Training on Comprehensive Disaster Management

Participants Handbook: Introductory Training on Comprehensive Disaster Management

Short notes on the process of IDM manuals development

It has been revealed that like others forms, text book or material development process IDM manuals were also prepared by following the standard process. As preliminary and primary activities TNA was done amongst the varied DMCs in different regions of Bangladesh. After analyzing the primary data including the task analysis of the DMCs, objectives and contents of the IDM training manuals were identified. Then a team comprised of Abdul Latif Khan, National Consultant-Training and Preparedness, Mr. A K M Mamunur Rashid-Community Risk Reduction Specialist and A N M Wahidur Rahman-Training and Monitoring Expert, Comprehensive Disaster Management Program (CDMP), Mahmuda Akter Khan- Manager, Training and Research PromPT developed the curriculum and both the manuals.

In Bangladesh context neither any learning materials focuses Disaster Risk Reduction comprehensively, nor they're any in Bengali version. Thus different concepts, terminologies and the recent development of Disaster Risks Reduction approaches which were so far available globally and have an Asian focus were reviewed by the curriculum and manual development team.

Asian Disaster Preparedness Centre Model (ADPC)

Asian Disaster Reduction Centre (ADRC)

INTERNATIONAL STRATEGY FOR DISASTER REDUCTION (ISDR)

DEFINITION OF IFRC

UNDP S DEFINITION

WHO CONCEPTS

UNFCCC CONCEPTS

3.4 Review, Pre Testing and Finalization of Curriculum

Then these were reviewed by Mr. Chris Pipers of TorqAid. Through providing his views and suggestions our training curriculum was developed. Training Advisory Group (earlier described) reviewed and provided their valuable input so that it was enriched.

3.5 Finalization of Learning Materials

Finally both of these manuals were edited by Anowara Haider, National Consultant, Training. During editing following strategies and activities were done for the improvement of the manuals. Then two Bengali versions of the manuals were published as printed copies which are first ever in Bangladesh that manifests of the Risk Reduction learning materials for the Disaster Management Committees, Disaster Reduction Managers, people involved with Disaster management and even for the general readers.

However there are still scopes to improve it, as recommended by the National Consultant

PROCESS FOLLOWED FOR THE IMPROVEMENT OF THE IDM TRAINING MANUALS

- Collected trainer's guide and participants hand book (English version) with valuable feedback from CDMP to reorganize both of the materials.
- Collected up-dated information on disaster management desktop is reviewed including internet search.
- Rearranged sessions to maintain chronology.
- Included new sessions for better understanding.
- Made the trainers guide more user friendly. Incorporated a new part at the beginning of the guide so that trainer can understand how they will use the guide
- Incorporated annex part at the end of the guide where course related different formats and other session related documents are included.
- Participants hand book was reviewed and reorganized accordingly.
- Based on that English version draft Bangla trainers' guide and participants handbook has been developed.
- Shared draft materials to the Training and Monitoring Expert and Training and Awareness Specialist-CDMP.
- Incorporated all the feedback and suggestions of the expert relevant team members of the CDMP in the curriculum and materials.
- Field tested the curriculum and materials (Bangla version) with the target audience.
- Incorporated all field findings and prepared final draft for further action.

3.6 Implementation of IDM training Program

Human Resource Development: From the selected NGOs and DMB nomination of core trainers were developed. There were at least 2-4 trainers from each organization received 5 daylong residential trainer's training (TOT) course from CDMP. The professionals from CDMP, DMB and selected master trainers from similar organization conducted the sessions on the different topics of the course and lots of opportunities were provided to the participants to practice the different sessions of the course with critics. The TOT received trainers organized further training at their own organization to form 2-4 (two member team) other trainers in each organization. A curriculum was developed for both the training courses like for IDM TOT and for Basic TOT course for CDMP, DMB and selected master trainers. Two weeks of Basic TOT was provided to all the selected trainers from a reputed training organization.

However usually a trainer should have a Basic TOT but it was arranged later. It was revealed that among the trainers there was lack of skills for organizing the training program, training session planning, during the session when needs to do what and lack of adult learning process predominantly. So thus Basic TOT was arranged to increase the competency level of training and overall improvement of IDM training program.

Objectives of the Basic TOT

Identify the characteristics of adult learners and describe how to make adult learning effective.

Demonstrate the key facilitation skills needed to make learning effective.

Describe how to use these key facilitation skills to make presentation more interactive.

Describe how to create appropriate physical and emotional environment for learning.

Describe the parts of a training session and describe how to make a session effective.

Describe the domains of learning and list the participatory learning methods and techniques that give opportunity to learn.

Demonstrate the effective management of some common learning/training methods (interactive presentation, group discussion, case study, demonstration, Role-play, PRA methods/tools – Transact , Mapping, Wealth Ranking, Venn Diagram, Seasonal diagram, Pie Chart etc).

3.7 Potential Human Resources

Course outline of IDM TOT:

A template for a formal IDM TOT curriculum was prepared which entailed session objectives, brief contents, duration of the particular session, and method of the session, usable learning materials and particular learning objectives evaluation process.

There were twenty sessions and 16 sessions out of 20 were mainly on Disaster Management issues, one session for ice breaking, one session for Pre Assessment, two sessions for conducting training classes and the last one for Post assessment of training.

Table 4: Summary of the IDM TOT

Learning Objectives	Contents	Learning Methods/materials
Comprehensive Disaster Management	<p><i>WHAT IS MEANT BY DISASTER MANAGEMENT?</i></p> <p>Vision, Mission and Objectives of Government on disaster management.</p> <p>Rationale of Vision, Mission and Objective</p>	<p>VIPP Card, Marker, VIPP Board</p> <p>Slides on:</p> <p>Meaning of DM,</p> <p>Govt. Vision,</p> <p>Mission,</p> <p>Objective</p>
Factors influencing Disaster Management	<p>International Drivers:</p> <p>Yakohoma Strategy, ISDR, WSSD, UNFCCC, Kyoto Protocol, MDG, WCDR, Agenda 21</p> <p>Regional Drivers:</p> <p>ACDR, IOC Tsunami Strategy, SAARC Disaster Mgt. Strategy, ADPC RCC</p> <p>National Drivers:</p> <p>SODM, PRSP, Flood 2004 Workshop Recommendation, National Water Management Plan, National Adaptation Plan of Action</p>	<p>Brief Discussion/Slides on: International Drivers, Regional Drivers, National Drivers, Linkages of the drivers with DM approach</p>

<p>DISASTER AND DEVELOPMENT</p>	<p>What is meant by Development?</p> <p>Present process of Planning.</p> <p>Importance of planning for development</p> <p>Importance of Disaster Management for Sustainable development.</p> <p>Relationship between development approach and Disaster Management approach.</p> <p>Mainstreaming Disaster Management</p>	<p>Brief presentation.</p> <p>Discussion Individual practice in small group by slide presentation</p>
<p>DISASTER MANAGEMENT MODEL</p>	<p><i>COMPREHENSIVE DISASTER MANAGEMENT MODEL.</i></p> <p><i>DIFFERENCE BETWEEN COMPREHENSIVE APPROACH AND RESPONSE DEPENDENT APPROACH.</i></p> <p>Benefits of Comprehensive Approach.</p>	<p>Lecture method</p>
<p>RISK REDUCTION MODEL</p>	<p><i>RISK MANAGEMENT MODEL AND ITS COMPONENT.</i></p>	<p>Lecture method</p>
<p>COMPREHENSIVE DISASTER MANAGEMENT MODEL –RISK REDUCTION</p>	<p>Defining risk environment:</p> <p>Community Risk Assessment.</p> <p>Use of Scientific Hazard and Risk Analysis.</p> <p><i>ALL HAZARD, ALL RISK, ALL SECTOR APPROACH.</i></p> <p>Elimination of Risks</p> <p>Reduction of Risks</p> <p>Management of Residual Risks</p>	<p>Discussion</p> <p>Group Work</p>
<p>COMPREHENSIVE DISASTER MANAGEMENT MODEL: EMERGENCY MANAGEMENT</p>	<p>Activation and dissemination of Warning System</p> <p>Evacuation</p> <p>Search and Rescue</p> <p>Need Assessment/Disaster Assessment</p> <p>Relief</p> <p>Emergency Medical Care</p> <p>Emergency Rehabilitation</p>	<p>Discussion</p> <p>Group work</p> <p>Presentation</p>

TRAINING MANAGEMENT & FACILITATION	Activities before, during and after the training Provide instruction for preparing for practice presentations Teaching practice sessions Pre and Post Assessment	Discussion Mock Session
---	---	--------------------------------

Training Organization

In the initial phase of the training, the Trainers from the training organization assisted the Chairperson of the Union and Upazila DMC to constitute the DMCs as per the revised list. All kind of preparations including invitation of participants, selection of venues, and arrangement of food were done prior to the actual conduction of the training course in close collaboration with the leaders of the Union and Upazila DMCs.

Upazila wise training calendars were developed with the assistance from UNOs, Paurashava Chairpersons, UP Chairpersons and approved by the Chairpersons/President of the respective DMC. Then call-up notice by the respective UNOs, Paurashava Chairmans and UP Chairmans for the members of Upazila DMC, Paurashava DMC and Union DMC were issued and distributed.

The Upazila Trainers/Facilitators of NGOs ensured that the DMC members receive call up notices at the field levels. According to approved training calendar NGOs Trainers provided training to the members of DMC and made follow - up to the trainees.

Monitoring & Evaluation Process

Monitoring of the training courses were done from centrally by the DMB staff and CDMP professionals as well as by the NGO's own mechanism of monitoring by their respective supervisors and managers.

Monitoring and Evaluation Checklist:

- List of Participants with signed
- Pre and Post Test results

Mood meter of participants

Trainer's Classroom Performance Monitoring Checklist (By participants)

Session Review Form

Training Management Assessment Checklist

Course Evaluation Form (By participant)

- Trainee Follow Up Checklist

Besides, Training Advisory Group (TAG), overall function of the TAG is to oversee the implementation of this programme component to ensure that implementing agencies are performing based on the agreed roles and responsibilities

Methodology of training facilitation: The training program was kept participatory and as per suggestion of the trainer's manual. Interactive training methodologies were followed to train the participants. Besides, trainers were very much participatory in their own approaches regarding venue preparation, training management, entertainment, food management etc. The norms set at the onset of training, encouraged them to ask relevant questions, or express their own ideas when they were not clear on a particular topic or points. They were very much interested to learn each subject from the perspective of the program.

Training methodology:

The training course was conducted in a participatory way in an open and free environment. The methodology adopted in the training course was as follows:

- Brain Storming
- Group Discussion
- Plenary Discussion
- Participatory Discussion
- Experience Sharing
- Group Planning
- Feedback
- Transparency Show
- Field experience
- Simulation Games / Ice-breakers / Energizers
- A IDM training session in Cox's Bazar, 2007
- Self analysis
- Self Assessment by Pre-Post training
- Session Evaluation
- Training course evaluation
- Follow Up the training program



Photo: 15 IDM Training at UDMC

Participants Profile

The Introductory Disaster Management (IDM) Training Program is for the members of the Disaster Management Committees (DMCs) at Upazila, Pourashava and Union level. The people from different levels of the society and Government officials who are the members of the respective DMCs participated in the training courses. They include the UP Chairmen, Members, NGO Workers, freedom fighters, local elites and social workers, Government officers etc.

Table 5: Participants at Union level

Categories	Designation	Number
UP Chairman	President	01
Elected Member (male)	Member	09
Elected Member (female)	Member	03
Representative of Teacher	Member	01
Block Supervisor	Member	01
Chief of Union Family Welfare & Health Center	Member	01
Tahshilder	Member	01
Field Worker of BRDB	Member	01
Representative of Disadvantaged Women	Member	01
Representative of Cyclone preparedness Program (if have)	Member	01
Representative of Bangladesh Red Crescent Society (if have)	Member	01
Representative of NGO (Local , National and International)	Member	03
Representative of Farmer & Fisherman Committee (if not have then selected by the President)	Member	02
Honorable & Respectable Person of Community / Social Worker (selected by the president)	Member	02

Representative of Freedom Fighter (selected by the Mukti Joddah Shangshad)	Member	02
Imam/ Other religious leader (selected by the president)	Member	02
Representative of Anser/ VDP (selected by Upazila Anser VDP officer)	Member	01
Secretary of Union Parishad	Member Secretary	01
Selected Representative by the President	Member	03
TOTAL		36

Table 6: DMC Committee at Pourashava Level

Categories	Designation	Number
Pourashava Chairman	President	01
All Commissioners of Pourashava	Member	09 (on an average)
Pourashava Medical Officer/ Sanitary Inspector	Member	01
Pourashava Executive/ Additional Engineer	Member	01
Agriculture Officer (selected by the Deputy Director)	Member	01
Family Planning Officer (selected by the Deputy Director)	Member	01
Representative of Executive Engineer (DPHE)	Member	01
President of Press Club of Pourashava Area	Member	01
Representative of NGO working at Pourashava Area (Local, National and International who is selected by the president)	Member	03
Representative of District Civil Surgeon	Member	01
Representative of Bangladesh Red Crescent Society (if have)	Member	01
Upazila Project Implementation Officer	Member	01

Representative of Freedom Fighter (selected by the Mukti Joddah Shangshad)	Member	01
Cultural Activates (selected by the president)	Member	01
Representative of Cyclone Preparedness Program	Member	01
Chief of any Educational Institute of Pourashava (selected by the president)	Member	01
Representative of Social Service Officer	Member	01
President of Chamber	Member	01
Representative of District Women Affairs Officer	Member	01
Executive Engineer (PDB) or representative / General Manager of Palli Biddut Shamittee	Member	01
Officer In - charge of Police or his representative	Member	01
Representative of Upazila Anser/ VDP Officer	Member	01
Chief Executive Officer/ Secretary	Member	01
Selected Representative by the President	Member	03
TOTAL		36

Table7: DMC committee at Upazila Level

Categories	Designation	Number
Upazila Nirbahi Officer	President	01
Pourashava Chairman of Upazila (if have)	Member	01
All Chairman of Union Parishad	Member	11 (on an average)
Upazila Department related all officers (Upazila Agriculture Officer, Upazila Fisheries Officer, Upazila Livestock Officer, Upazila Education Officer, Upazila Project Officer (stipend), Upazila Women Affairs Officer , Upazila Food Officer, Additional Commissioner (land), Upazila Health & Family Planning Officer, Officer In-Charge, Sub-Assistant Engineer (DPHE), Upazila Social Service Officer, Upazila Youth Development Officer, Upazila Co-operative Officer, Upazila Anser & VDP Commander, Upazila Engineer)	Members	16
Representative of Women Affairs (Co-opt Member of Upazila Parishad)	Member	03
President of Upazila Central Co-operative Committee	Member	01
Representative of Cyclone Preparedness Program (CPP) (if have)	Members	01
Representative of Bangladesh Red Crescent Society (if have)	Member	01
Representative of NGO (Representative of Local, National and International NGO who are selected by the President)	Member	03
Honorable & Respectable Persons of Community /Representative of Civil Society (President of Press Club, President of Commercial Organization and Principal of College/Madrasha selected by the President)	Member	03
Commander of Upazila Mukti Joddha Shangshad	Member	01
Upazila Project Implementation Officer	Member Secretary	01
Selected Representative by the President	Member	03

TOTAL	46
-------	----

Table 8: NGOs total number of training and total participants

Name of NGO& District	Upazila	No. of UP	No. of Paurashava	No. of Training	No. of Participants
NDP/ Sirajganj	Kazipur	12	1	13	
	Sahjadpur	13	1		
	Chouhali	7	0		1209
Buro Tangail/Rajshahi	Puthia	6	1	7	
	Mohonpur	6	1	7	
	Paba	8	2	10	
		20	4	24	843
GUS/Sirajganj	Raiganj	9			
	Belkuchi	6	1	7	
	Kamarkhand	4	0	4	
	Tarash	8	0	8	
	Sirajganj	10	1	11	
	Ullahpara	13	1	14	2070
GUS/Sunamganj	Bishamvapur	5	0	5	
	Jamalgonj	5	0	5	
	Tahirpur	7	0	7	
	Jagannathpur	8	1	9	

	Darmapasha	9	0	9	
	Sunamganj Sadar	16	1	17	2068
Uttaran/Satkhira	Tala	12	0	12	
	Asasuni	11	0	11	
	Satkhira Sadar	14	1	15	1519
	Debhata	5	0	5	
RDRS/Lalmonirhat	Lalmonirhat Sadar	9	1	10	
	Aditmari	8	0	8	
	Kaliganj	8	0	8	
	Hatibandha	10	0	10	1675
	Patgram	7	1	8	
BDPC/Cox's Bazar	Teknaf	6	1	7	
	Cox's Bazar	10	1	11	
	Ramu	11	0	11	
	Ukhia	5	0	5	
	Pekua	7	0	7	1484
Country Vision/Sunamganj	Sulla	4	0		
	Derai	9	1	10	
	Dowarabazar	7	0	0	
	Chatak	13	1	0	1223
Country Vision/Satkhira	Kalaroya	12	1	13	
	Kaliganj	9	0	9	

	Shayamnagar	12	0	12	1205
Jagrata Juba Shangha/Rajshahi	Bagmara	16	2	18	
	Godagari	9	2	11	
	Tanore	7	2	9	
	Bagha	6	1	7	2024
	Durgapur	7	1	8	
	Chargat	6	1	7	
Resource Integration Centre/Cox's Bazar	Chokoria	18	1	19	1248
	Kutibdia	6	0	6	
	Moheshkhali	8	1	9	
Gana Unnayan Prochesta/Faridpur	Banga	12	2	14	921
	Charvadrashan	4	0	4	
	Sadarpur	9	0	9	
Jagarani Chakra Foundation /Faridpur	Faridpur Sadar	10	1	11	
	Nagarkanda	17	1	18	
	Modhukhali	9	0	9	1969
	Boalmari	11	1	12	
	Alfadanga	6	0	6	

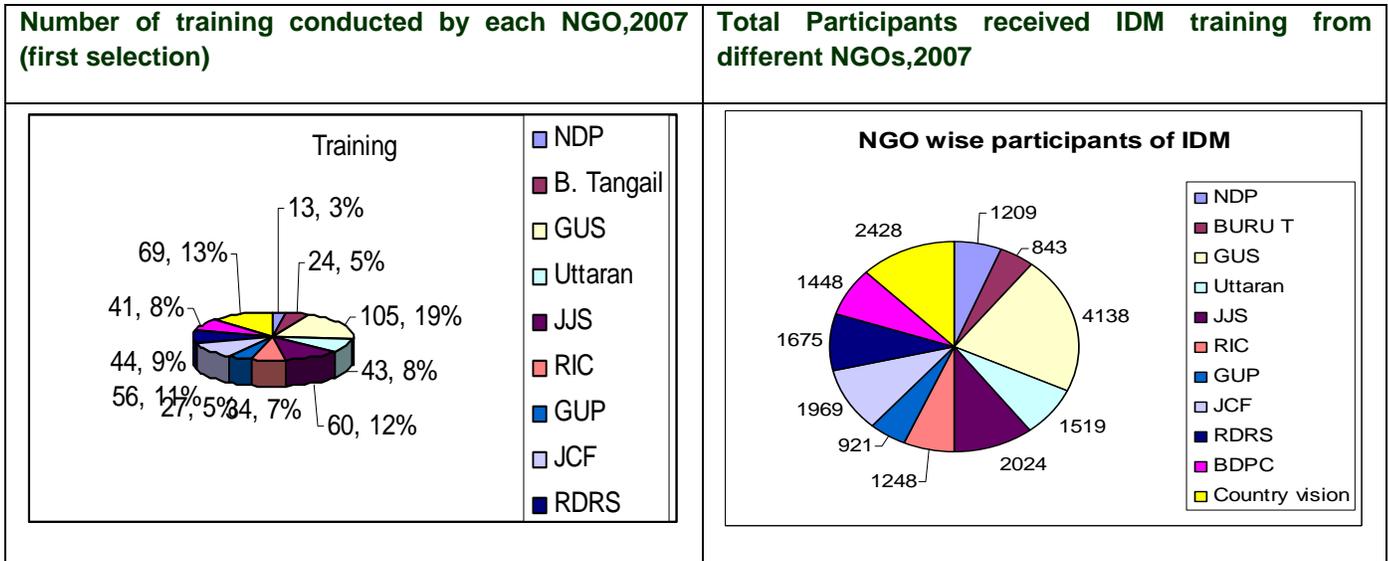


Diagram 16: The above charts show in parallel, number of participants and total training events conducted by each NGO

3.8 Partner NGOs and their working areas at a glance

BDPC

Bangladesh Disaster Preparedness Centre (BDPC), established in 1992, has been a pioneer in the role of facilitator, providing guidance, advice, inputs and knowledge towards capacity development of actors and institutions engaged disaster management, risk reduction and preparedness activities. BDPC is solely engaged in the whole gamut of disaster management programs aimed at reducing risks of people vulnerable to disasters enabling them to establish their rights to access public resources and other entitlements.



Photo: 17 BDPC IDM training at Union Level

Figure 18: Map of Cox's Bazar



Town: 6.85 km² (2.6 sq mi)

After the end of British rule, Cox's Bazar remained part of East Pakistan. Captain Advocate Fazlul Karim, the first Chairman (after independence from the British) of Cox's Bazar municipality established the Tamarisk Forest along the beach to draw tourism to the town and also to protect the beach from tide. He also donated many of his father in law's (Akbar Ahmed Chowdhury, son of Fazlul Karim Kwik of Manikpur) and his own lands for establishing a Public Library and Town Hall. In 1971, the wharf was used as a naval port by the Pakistan Navy's gunboats. This and the nearby airstrip of the Pakistan Air Force was the scene of intense shelling by the Indian Navy during the Bangladesh Liberation War.

In 1984 Cox's Bazar was made a District.

Photo19: Sub District of Cox's Bazar: There are 8 upazilas under this district, namely:

1. Chakaria Upazila



Enani Beach

2. Cox's Bazar Sadar Upazila
3. Kutubdia Upazila
4. Maheshkhali Upazila
5. Ramu Upazila
6. Teknaf Upazila
7. Ukhia Upazila
8. Pekua Upazila

The population of Cox's Bazar includes Muslims, Hindus and Buddhists.

Area

2491.86 km²

Time zone

BST (UTC+6)

Population (1991):

1957321

Density: 785.48/km²

Literacy rate: 21.9%

Buro Tangail

Under an agreement with the CDMP, BURO Tangail was assigned to organize and conduct "Introductory Disaster Management Training Course" in three upazillas of Rajshahi district: Mohanpur, Paba and Puthia. The course was designed for the members of the Disaster Management Committees at Union, Pourashava and Upazilla level. A total of 27 batches were organized and conducted by the BURO Tangail senior trainers, where 20 unions, 4 pourashava and 3 upazilla were covered.

Rajshahi District is a district in north-western Bangladesh. It is a part of the Rajshahi Division. The metropolitan city of Rajshahi is in Rajshahi District.

Rajshahi district is bounded by Naogaon District on the north, Natore District on the east, Chapai Nababganj District on the south and the river Padma to the south.

Rivers

There are ten rivers in this district, totaling 146 km in length. The main river is Padma River (Ganges). Some others are Mahananda, Baral and Barnai river.

Sub-district or upazillas of Rajshahi

- Bagha
- Bagmara
- Charghat
- Durgapur
- Godagari
- Mohanpur
- Paba
- Puthia
- Tanore



Photo 20: IDM training at Rajshahi district, 2007

Jagrata Juba Shangha (JJS)

Major disasters occur in the northern region of Bangladesh i.e. Cyclone, Draught, Flood, Tornado, Hailstorm and River bank erosion etc. For these, a large number of poor people live in vulnerable areas of the northern part of Bangladesh. The adverse impacts of all the natural hazards affecting socio-economic condition need to be reduced for sustainable development. With a view to mitigate losses due to different disasters JJS implemented training programme in 66 DMCs of 6 Upazillas (Bagmara, Godagari, Tanore, Durgapur, Charghat and Bagha) of Rajshahi district with the assistance of CDMP. This training programme was an awareness raising and capacity building programme for disaster management of community level. The training programme was arranged by every Upazilla, Pourosova and Union. Every Upazilla, Pourosova and Union DMC members participated in the training programme.

Country Vision

Country Vision was assigned to organize and conduct “Introductory Disaster Management (IDM) Training Course” in Kalaroya, Kaliganj and Shyamnagar Upazilas of Satkhira district. The course was organized and conducted for Upazila, Pourashava and Union level Disaster Management Committees (DMC). A total 37 batches were organized and conducted by Country Vision Master Trainers, where 33 Unions, 1 Pourashavas and 3 Upazilas were covered. All the training courses followed by a series of effective follow-up activities at the field level and was accomplished within 3 months i.e. April-June, 2007.

In addition Country Vision, was also assigned to organize and conduct “Introductory Disaster Management (IDM) Training Course” in Sulla, Derai, Dowarabazar and Chatak Upazilas of Sunamganj district. The course was organized and conducted for Upazila, Pourashava and Union level Disaster Management Committees (DMC). A total 39 batches were organized and conducted by Country Vision Master Trainers, where 33 Unions, 2 Pourashavas and 4 Upazilas were covered. All the training courses followed by a series of effective follow-up activities at the field level and was accomplished within 3 months i.e. April-June, 2007.

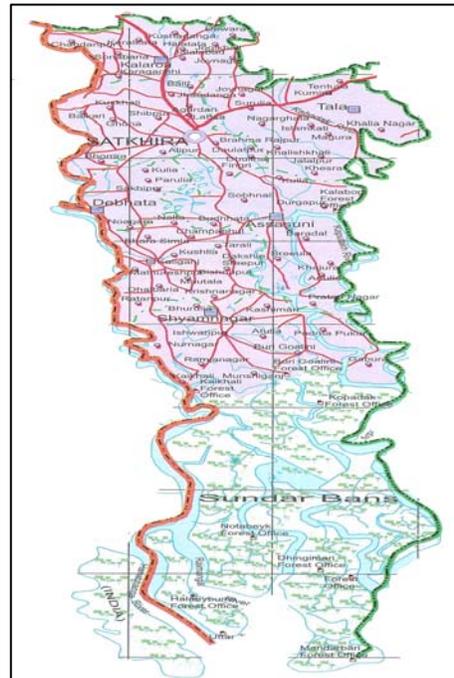
Satkhira District and its Characteristics

Satkhira is situated in the southwestern side of Bangladesh. It is almost 343 km away from Capital City Dhaka. It is situated on the south of Jessore, west of Khulna, East of West Bengal of India and North Bank of Bay of Bengal. The communication system from Dhaka to Satkhira is almost fair. As the district is situated on the bank of Bay of Bengal, it is very prone to the Natural Calamities like cyclone, flood, tidal bore etc. There are seven upazillas in Satkhira. Out of seven upazillas Country Vision organized and conducted the IDM training in three upazillas viz. Kalaroya, Kaliganj and Shyamnagar Upazillas.

Gono Unnayan Prochesta (GUP)

Gono Unnayan Prochesta (GUP) has been experienced in post liberation relief and rehabilitation, rescue and relief operation during and after any disasters like flood, tornado and cyclone in Bangladesh and thereafter engaged in different programs of risk reduction and coping mechanism with disaster and also experience of providing assistance for flood affected people in asset building with the financial support of different donors and project. GUP was involved in conducting Introductory Disaster Management training of all the upazila and union DMC,s of Bhanga, Sadarpur and Char Vadrason upazila under Faridpur district. Under this program GUP organized trainings for Disaster Management Committees members at 25 Union, 3 Upazilla and 1 Powrosova of Faridpur District.

Photo 21: Satkhira District Mao



Faridpur district

The flood in 1988, 1998 and 2004 inundated nearly two-third of the country disrupting and dislocating the existing communication so suddenly that it took quite sometime to reach the distressed people with substantial assistance.



Photo 22: IDM Training at Upazila Level, Faridpur, 2007

Since Faridpur is situated on the bank of the river Padma so flood and river erosion are the major disasters in Faridpur. Total 2/3 of the whole area of Faridpur was under water on the above-mentioned years. Most of the Disaster affected people were foodless and shelter less. Majority of the daily workers lost their jobs. The poor and small farmers were suffering from lack of agricultural seeds. Under that situation the different committees could not respond properly. The experience of flood management in 2004 at local level can be mentioned when different disaster management committees could not respond properly.

Gana Unnayan Shangha (GUS)

GUS was awarded with a grant from CDMP for implementing the training, monitoring and follow-up activities in 6 (six) Upazilas (such as – Sadar, Belkuchi, Kamarkhana, Rayganj, Tarash, Ullapara Upazilas) of Sirajganj District (Non-LDDRF areas)

Sirajganj District

Sirajganj is situated in the North West side of Dhaka. It is almost 125 km. away from Dhaka. It is situated on the bank of Jamuna River. The road communication from Dhaka to Sirajganj is good and communication within the district is poor (especially Belkuchi and Tarash Upazila). The bus is the main transportation and boat, cycle, motorcycle, on foot are alternatives. We can go from Dhaka to Sirajganj by bus, car and train. The Sirajganj is mainly flood-affected areas. The unfavorable socio-economic condition of the poor in Bangladesh makes them more vulnerable to the effects of natural disaster. The fishermen communities in the coastal belt and offshore islands are disadvantaged, and exploited socially, economically and politically and natural disasters compound their life adding physical and social vulnerabilities, the community of Sirajganj is no exception as of the disaster prone areas in Bangladesh.

There are 09 (nine) Upazilas in Sirajganj District. Out of 09, GUS has implemented the project activities in above mentioned 6 (six) Upazilas. The training program was conducted in 50 (fifty) Unions, 3 (three) Pourashavas and 6 (six) Upazilas. 20% Union are situated in remote areas. The tele-communications (mobile, phone) are also poor in the most of union. The most of the time network is not available in the union level.

Sunam Ganj District: In addition of the Sirajganj district, GUS also was awarded with a grant from CDMP for implementing the training, monitoring and follow -up activities in 6 Upazilas (such as - Sadar, Bishambarpur, Tahirpur, Jaganthpur , Dharmapash , Jamalganj) of Sunamganj District (LDDRF areas) . Sunamganj is situated in the north east side of Dhaka. It is almost 325 km. away from Dhaka. It is situated on the bank of Surma River. It is a Hawar area. The road communication from Dhaka to Sunamganj not so good and communication within the district is also poor (specially Biswamvarpur, Dharmapasha, Jamalganj and Tahirpur upazila).

The boat is the main transportation in rainy season and boat, cycle, motorcycle, on foot in dry season We can go from Dhaka to Sunamganj by bus, car and train (up to Sylhet). The Sunamganj is mainly flood-affected areas. There are 10 (ten) Upazilas in Sunamganj District. Out of ten, GUS has implemented the project activities in above mentioned 6 (six) Upazilas. The training program was conducted in 51 (fifty one) unions, 2 (two) Paurashavas and 6 (six) Upazilas. 30% of the Union is situated in remote areas. The tele - communications (mobile, phone) are also poor in the most of union. The most of the time network is not available in the union level.



Map 23: Sunamganj District

Jagarani Chakra Foundation

Jagarani Chakra Foundation was honoured for conducting training in five Upazila of Faridpur District: These are Faridpur Sadar, Nagarkanda, Modhukali, Boalmari and Alfadanga. They have conducted training for 53 Up and three Paurashava



Photo 24: UP DMC IDM training at Madhukhali, Faridpur

National Development Program (NDP)

National Development Programme-NDP as implementing partner of CDMP is responsible to provide the IDM Training to the DMC of 32 Union Parishad, 2 Pouroshava including Chowhali, Kazipur & Sahzadpur Upazila. In this process mostly focused to enhance/increase the capacity, efficiency and effectiveness of different level DMC.

Sirajganj District

Sirajganj district lies on the most treacherous river Jamuna in the northern region of Bangladesh. Out of nine upazilas with 82 unions and four municipalities of the district, about 35 unions lie on river basin. Chowhali, Kazipur and Sahzadpur upazila belongs most vulnerable area under the district, of which out of thirty two unions and two municipality, eighteen lies in the river Jamuna. Among them, fourteen lies in the isolated mid-channel char. Flood is a common feature to the lives of the people of the proposed project area. It damages the homestead properties, crops, livestock, non-functioning the water & sanitation facilities and disrupt the communication system makes hazard to their lives in each year. River erosion is much prominent here causes lose of large number of houses in each year and forced a large number of people to migrating elsewhere. Besides, it is not only the flood, but also the disaster because of river erosion, cold wave, drought, tornado and arsenic in water also causes hazard to their lives.

RDRS

RDRS Bangladesh, Lalmonirhat has been implemented the Introductory Disaster Management training Course for "Capacity Building of Disaster Management Committees (CBDMC). The project period started since January 2007 but virtually the project activities has been started from February 2007 after receiving ToT at Khulna as master trainer at the end of January 2007. Total number of targeted upazilas 05 (five upazila DMCs , 42 union (forty two unions), 2 pourashava (two Pourashavas).

Lalmonirhat District

The district Lalmonirhat is disaster prone and mostly vulnerable in every year due to monsoon flood, riverbank erosion, westar storm, Tornado, domestic fire, monga (a local term which is a kind of endemic famine), etc. The district is situated along side of the Tista and Dharla rivers. The North side of the district is surrounded with the boarder of India and other sides are Rangpur district at South and Kurigram district at East side. Geographically the Lalmonirhat district is about 150 kms in length. The distance of an upazila to an adjacent upazila is around 15 to 25 kilometers (in av). The all upazilas, Pourashavas and unions are connected by pacca road. The Lalmonirhat district is covered of its all upazilas under the project; namely Lalmonirhat Sadar, Aditmari, Kaliganj, Hatibandha and Patgram upazilas.



Photo 25: RDRS IDM training for Paurashava DMC, 2007

Resource Integration centre (RIC)

They have been honoured to carry out IDM training in three upazilas of Cox's Bazar where comprised of 20 Union DMCs, 2 Paurashava level DMCs and three Upazila DMCs. They carried this training during May to June, 2007

Uttaran

During the months of May to Uttaran implemented this project in Assasuni, Debhate, Satkhira Sador and Tala Upazillas of Satkhira district, where Uttaran has been working for the last two decades with the vulnerable community in close association with the central and local government bodies.

Total direct beneficiaries of the project were 1509 members. In boarder sense all the people in the working areas will be benefited through this project. Total population of the project areas are approximately 805,244.

3.9 Terms of Reference with Partners

Major Terms and Conditions followed by the partners

- The organization will implement training courses in the selected districts of CDMP and implemented by the DMB throughout Bangladesh (see above table).
- Organizations will implement the training programme as per curriculum given by CDMP. The duration of the IDM training course is 3 days and specialized follow-up training was 2

days. Printed manuals were supplied from component 2b of CDMP for the participants and trainers.

- The members of the disaster management committees at Union level are the prime target group of these training courses along with relevant stakeholders. At union level the number is approximately 36. (The list of unions is attached).
- CDMP organized TOT for the master trainers (4-6 from each) of the selected training organizations. After receiving TOT master trainers provided TOT for others trainers of the partner organization.

The training organizations will prepare periodic training calendar containing

- Course title
- Target groups
- Start / closing dates etc
- The training organization will form the DMC based on the draft list for disaster management committees in consultation with the Chairperson of the respective committee. The DMCs for the pilot areas are already formed during the IDM training.
- The training organization will make sure of participants' attendance by telephone or personal contact at least one week before the training course begins.
- The training organization must assure all the training logistics that participant's information and Training Kits for each participant are available at training site. The package of training materials may be consisting with the curriculum, handouts, reference materials and supplies are at the training site.

As per TOR the partner NGO organized the IDM training for the Union/Paurashava and Upazila Disaster Management Committee.

Financial aspect of the training implementation was carefully checked by the respective monitors from DMB, CDMP with overall support from the Admin and Finance Assistant of Component 2b of CDMP.

4.0 IDM Training for 2007

4.1 NGO Service delivery System

In the year 2007 there were eleven NGOs who were involved to facilitate IDM training and Training Follow Up training in the seven districts (said as pilot). There were total named Sirajganj, Rajshahi, Sunamganj, Satkhira, Faridpur, Cox's bazaar and Lalmonirhat.

Total 19458 members of different DMCs e.g. Upazila, Paurashava received this three days training. Where as 1979 which was 10% of total participants received follow up training. Among

the eleven NGOs GUS conducted 19% of the total training which comprised of 4138 participants. Then second largest par of training conducted by Country Vision, 13% of total training during this period. If we look at district table we see that among seven piloted districts, about similar number of IDM training recipients were from Sunamganj and Sirajganj districts. Then we see Rajshahi and Faridpur districts stand for second position, then Satkhira and Cox's Bazar in third position. Among these seven districts frontier district Lalmonirhat received lowest number of training.



Diagram 26: District and Participants

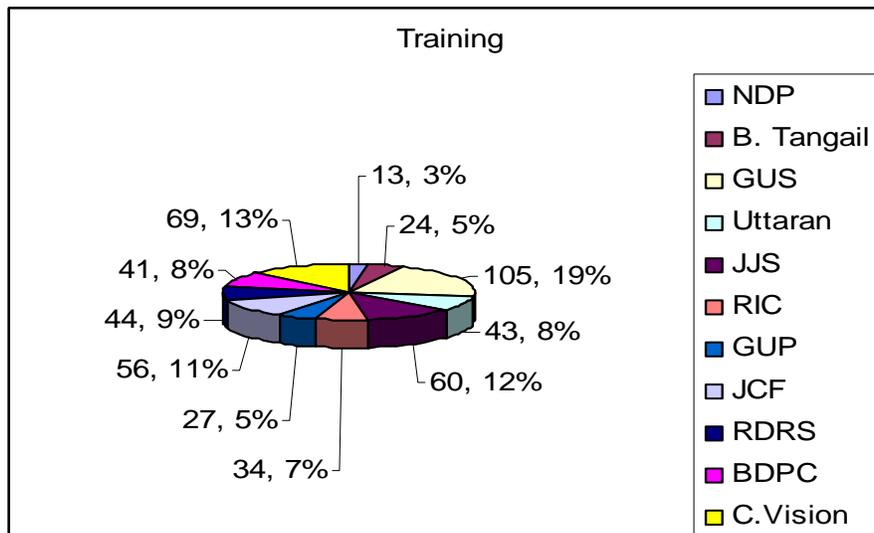


Diagram 27: NGO wise coverage of IDM & Follow up

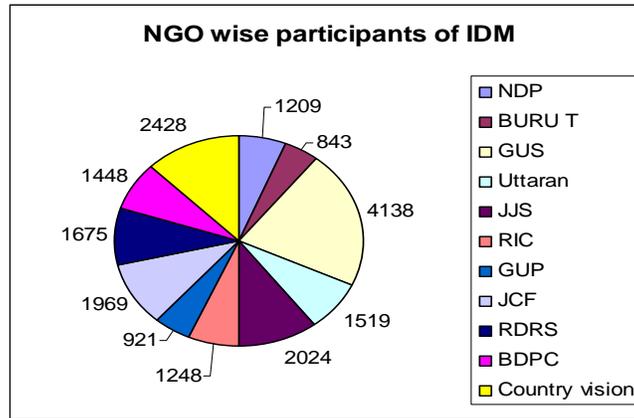


Diagram 28: NGO and total participants coverage

4.2 Quantitative Results of IDM and Follow-up Training

It has been analyzed the Pre and Post test results of in total 80 training sessions based on available data from the NGOs report. After analyzing Pre and Post test scores of different participants in the varied DMCs it shows that in Pre test scores 40% participants obtained in the range of 0-10, 40% laid in the 11-20 range and about 19% in the 21-30 range. Where as we see that only 10% fell in the first quartile, 15% at the second category, about 26% obtained 21-30 number, 25% obtained in the range of 31-40 and 24% obtained more than 40 number. It is clearly seen that after receiving training most of the participant's knowledge level was increased.

However It is interesting that none of the participants in the Pre test score could not cross the range of 31-40 band scores.

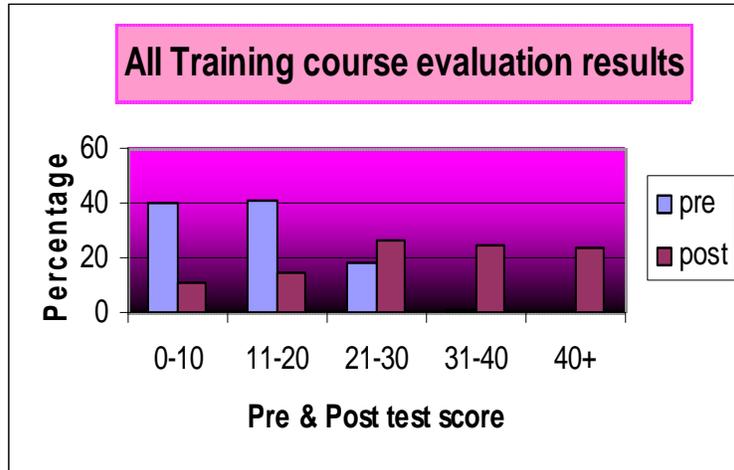


Diagram 29: All training course evaluation results

The diagram parallel given below illustrated that after obtaining training from different NGOs only about 12 % fell in the range of 0-10 band scores and which was more than 40 % in the Pre test level. Alike 14.6% laid in the range of 11-20 post test level where as in the Pre test level that was about to three times higher. However only less than 1% got in the range of 31-40 in Pre test level but nobody obtained in the band score of 40+ in the Pre test level, but it was near about 25% after the received training.

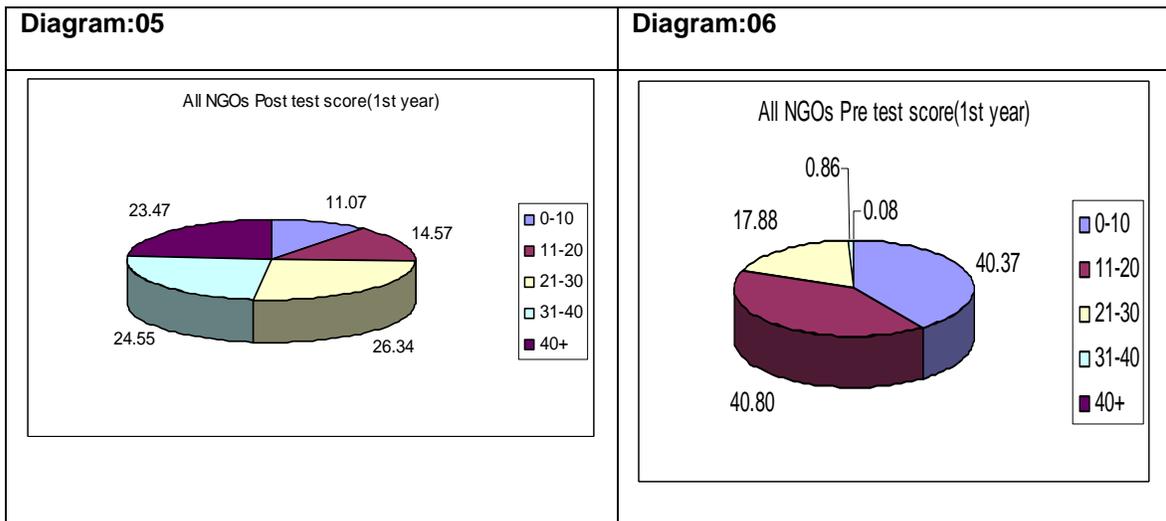


Diagram 30: Comparison of Pre –Post test score by all NGOs in 2007

Rajshahi District

Analyzing Pre and Post test scores of different NGOs, it has shown similar results. As reference some of the NGOs Pre and Post test scores has been illustrated below. These results could be interpreted even as the district wise results of Pre and Post test score. Buro Tangail and JJS conducted IDM training in Rajshahi district.

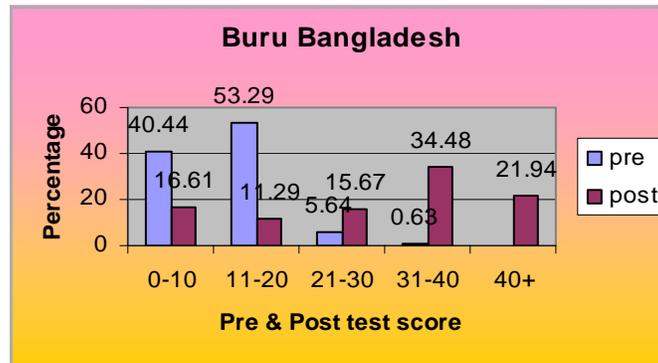


Diagram 31: Results of ten DMCs Pre and Post test scores in Rajshahi district.

The Pre and Post test scores of 10 DMCs training sessions of the two NGOs named Buro Tangail and JJS in Rajshahi district (Diagram:07,08) show that in the Pre test 40% obtained 0-10 score, 56% obtained 11-20 score and only less than 10% laid at the third range, as 21-30. Where as after receiving training 18% fell in the range of 0-10, 10% in the 11-20 score band, 18% obtained 21-30, 38% obtained 31-40 and 21% obtained 40+ scores. However it is interesting that none of the participants in the Pre test score obtained in the range of 31-40 band scores.

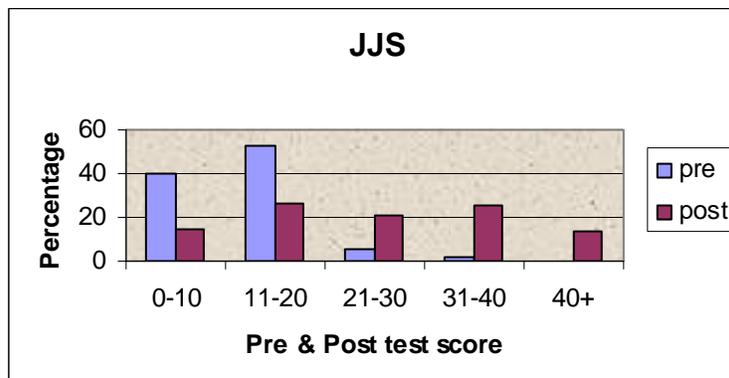


Diagram 32: Results of ten DMCs Pre and Post test scores in Rajshahi district.

Results of Sirajganj District

In Sirajganj district two NGOs conducted IDM training for different DMCs named NDP and GUS. The following diagrams illustrated the Pre and Post test scores of Sirajganj district.

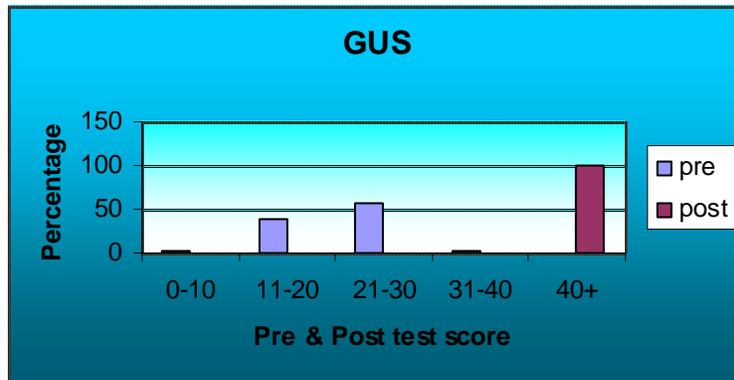


Diagram 33: Results of ten DMCs Pre and Post test scores in Sirajganj district.

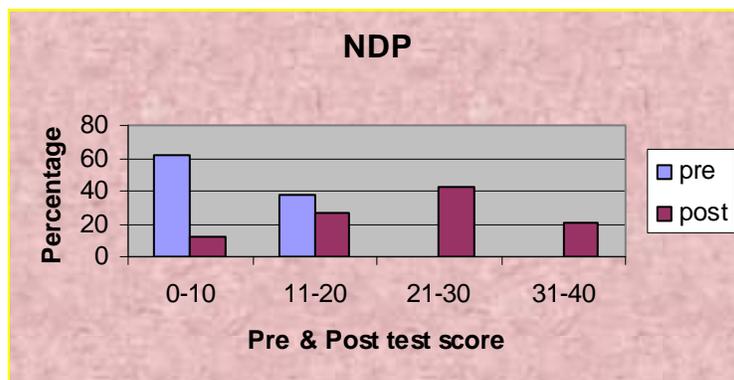


Diagram 34: Results of ten DMCs Pre and Post test scores in Sirajganj district.

Results of Cox's Bazar District

In Cox's bazaar district two NGOs conducted IDM training for different DMCs named as BDPC and RIC. From the available data set the following diagram illustrated that in Cox'a Bazar district the IDM training was very successful. The figure illustrated that in the Pre test score 81% obtained in the range of 0-10 band score where as in the post test level it is only 10%. It is very

significant that majority of the participants (69%) obtained 31-40 range. It is important to mention that more than 17% obtained 40+ score after receiving training.

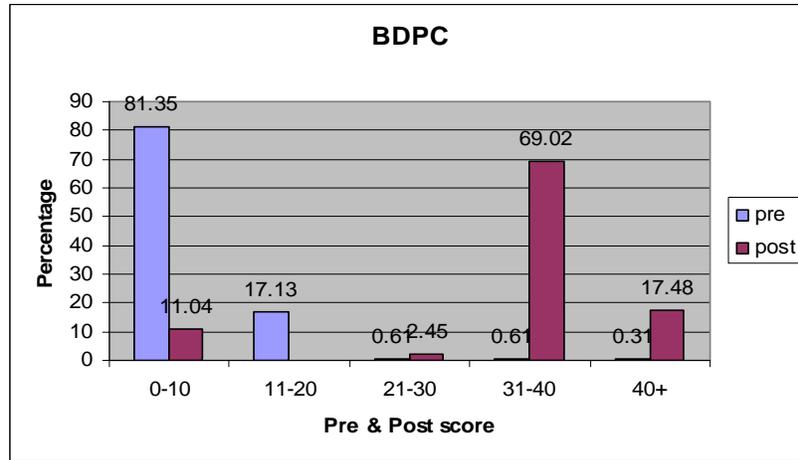


Diagram 35: Results of ten DMCs Pre and Post test scores in Cox's Bazar district

Results of Lalmonirhat District

In this phase only RDRS conducted IDM training in the Lalmonirhat district. The diagram illustrated below shows that in the pre test level there was 40% in the 0-10 score where as it has come less than half in the post test score. In the pre test score nobody crossed the 21-30 score but in the post test score 18% fell in the range of 31-40 and 10% 40+.

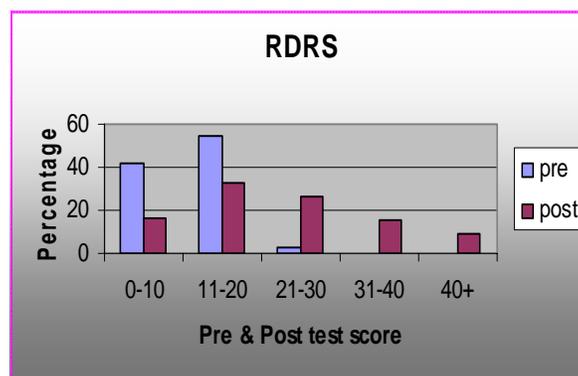


Diagram 36: Results of ten DMCs Pre and Post test scores in Lalmonirhat district

Results of Faridpur District

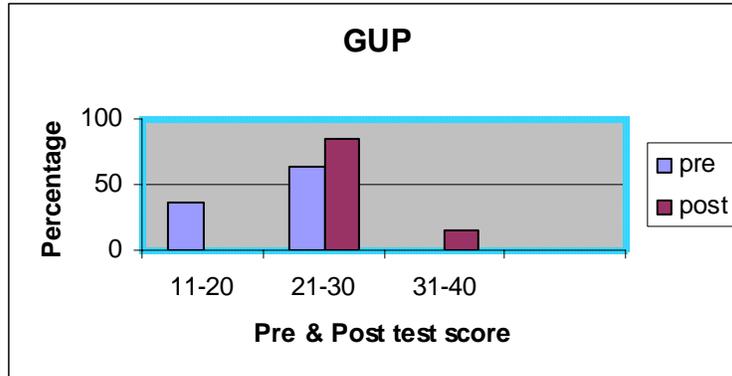


Diagram 37: Results of ten DMCs Pre and Post test scores in Faridpur district

The above diagram shows that from the available data set none of the participants obtained below 10 score in their Pre training assessment. It is very unusual that about 60% participants obtained 21-30 score in their Pre training assessment. However nobody got 31-40 score in the pre training assessment but 15% fell in this range after achieving the IDM training. It is very exceptional that in this district nobody could obtain 40+ score in the post test.

Results of Satkhira District

In this district two NGOs mainly responsible for conducting IDM training for different DMCs they are Uttaran and Country Vision. The illustrated diagram shows clearly how in the Pre test score level percentage of getting higher score is gradually decreasing and where as in post test level about 60% obtained above the range of 21-40+ score. It shows that in the Pre test level about 55% was in the range of 0-10 and 40% was in the range of 11-20 number. However there was 20% participants who obtained in the 31-40 score and another 20% obtained 40+ score.

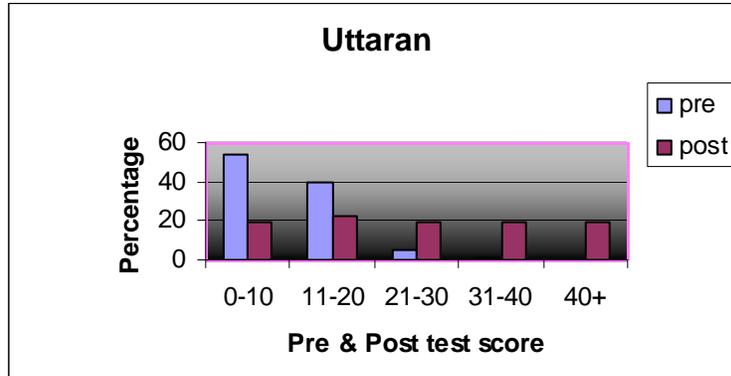


Diagram 38: Results of ten DMCs Pre and Post test scores in Satkhira district

Results of Sunamganj District

In this district Country Vision and GUS conducted IDM training for varied DMCs.

There are 10 (ten) Upazilas in Sunamganj District. Out of ten Upazilas, **Country Vision** has organized and conducted the IDM Training in 4 (four) Upazilas (**Chatak, Dowarabazar, Derai and Sulla Upazila**). On the other hand GUS was awarded same grant for implementing the training, monitoring and follow-up activities in 6 Upazilas (such as - **Sadar, Bishambbarpur, Tahirpur, Jaganthpur, Dharmapash, Jamalganj**) of Sunamganj District (LDDRF areas). The Introductory Disaster Management (IDM) training program was conducted in 33 (Thirty three) unions, 2 (two) Pourashavas and 4 (Four) Upazilas in Sunamganj district by **Country Vision** which was awarded by CDMP. In Sunamganj there was total 349 training sessions and total participants were 3,291. Country Vision conducted 117 training where there total participants were 1223 and rest of the training was conducted by GUS.

There was a significant variation between pre and post-test assessment results of the participants/trainees which showed the participant's acquired knowledge of the subject. The table given below shows that in the Pre test level in all the six Upazila participants average score was 20.29 % and in the post test there average score was 88.86 %

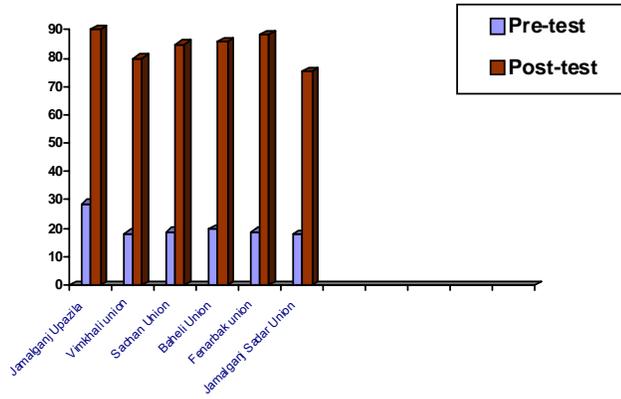


Diagram 39: Pre and Post - test Result of 1 (One) Upazila and 5 (Five) Unions of Sunamganj District

Table 9: Pre and Post test result of IDM training in the six Upazilas of Sunamganj District

NAME OF UPAZILA	PRE-TEST	POST-TEST
Sunamganj Sadar Upazila	20.72%	92.55%
Dharmapasa Upazila	21.09%	92.91%
Bishwamvapur Upazila	17.00%	85.00%
Jamalganj Upazila	20.29%	83.96%
Tahirpur Upazila	21.62%	85.87%
Jaganathpur Upazila	21.00%	92.90%
Total	20.29%	88.86%

4.3 Participants Evaluation: Qualitative Findings of the IDM Training

“Comprehensive Disaster Management means attempts and strategies where we all work together by integrating all the sectors, all the hazards for all the disasters risk reduction”

(*সকল আপদ, সকল দুর্ঘটনা, সকলে মিলে, সকল সেক্টরকে সম্পৃক্তকরণের মাধ্যমে ঝুঁকি-হাসের উদ্যোগ এবং কৌশল*)

- IDM training Participants, Uttar Durang Union Parishad, Kutubdia, Cox's Bazar, 2007

After reviewed of all the partner NGOs available reports it has been revealed that there were many initiatives and regarding these some significant outcome elicited in the training management and implementation process throughout which could not possible to figure out numerically. Some of the salient features are illustrated below-

Participants Expectation from the Training

Group A: Introductory Issue of Disaster

- What is disaster
- Why Bangladesh is called as disaster prone area
- The major causes of disaster
- Difference between disaster and hazard

Group B: Disaster Management

- What is disaster management
- Disaster mitigation measures
- Effective measures of disaster preparedness
- How to manage relief and rehabilitation in the disaster management process

Group C: Policy & strategic Issue of DM

- Government Policy on disaster management
- Collaboration of GO & NGO for Disaster Management
- What is empowerment?
- Strategic planning on disaster management

Group D: Disaster Risks Management

- Sustainable disaster risk management
- Methodology of advocacy and campaign on disaster reduction
- Mainstreaming DRR in development approach
- Advocacy on DRR (ways and methods)
- Long term DRR approach
- Community self assessment methods from DRR context



Photo 40: A feed back session with the candlelight, Cox's bazaar district, 2007

4.4 Recommendations of Participants

Details Feedback of IDM Training Course

Details Feedback on IDM Training Course of Union, Pourashava and upazila level DMCs implemented by 11 NGOs in different districts of Bangladesh. The available suggestions and feedbacks have been summarized which are cited follow:

1. In what ways can this course be improved?

Logistics:

- Trainers should be gender equitable (2 men 2 women)
- Number of trainers should be more
- Should take necessary arrangement to continue training 2 times in a year
- To use of OHP/Audio-Visual materials in the IDM training at union level
- To arrange of food by other than UP

- To improve the training bag quality
- To extension of training duration
- To arrange residential training at district level or out side of the home district
- To provide Video show arrangement on relevant disaster
- To provide printed training module to the each DMC members
- To organize training venue other than UP hall room

2. What were the best aspects of the course?

Outstanding issues of the Course

- New information on Disaster Management
- Presentation skill of the trainers organization
- Presentation of different games during training session
- Training discipline and overall arrangement
- Discussion of DMCs responsibilities during Disaster
- Report presentation by a team of the participants
- Discussion of Disaster Management drivers(National & International)
- Comprehensive Disaster Management Model
- Preparation of risk reduction plan and mainstreaming of risk reduction management

“ Presentation skills and group works” (উপস্থাপন কৌশল, দলীয় কাজ)

3. What were the aspects of the course that could be improved?

- Process of integration of both literate and non-literate participants in the course
- The language of the manual should be easy to understand and it should be developed by incorporating real photographs of hazards and disasters
- There was required to more discussion on CRA

(আপদ, দুর্ঘটনার বাস্তব চিত্র, ম্যানুয়েল দিলে ভাল হত, ভাষা সহজ হওয়া প্রয়োজন ছিল)

(সিআরএ বিষয়ে আরো বিশদ আলোচনার দরকার ছিল।)

4. Do you suggest inclusion of any other content in this course?

- Need to add mock drill or simulation in iDM training course
- Need to add First-aid topic in IDM training course
- Improvement of CRA part
- About signaling system
- Rescue technique
- Field trip/exercise need to provide in future in the IDM training course
- Prepare risk reduction plan & add in normal development activities with normal budget

5. Any other comments/ suggestions:

- DMC should be formed in every ward of the union and Pourosova
- Training can be extended even at the community level
- Need to increase female members in the DMcs and as well as in IDM training course

- To include school/college students in this IDM training course
- Village doctors should be include as a DMC member
- Need to include more members from most vulnerable ward of a union
- At least two IDM trainings should arrange in a year
- Display video-show at vulnerable area to aware vulnerable people
- Prepare Disaster related study books/leaflet for the vulnerable people
- Create local funds under UDMC as resource for immediate response during disaster
- Need to establish ownership of the DMCs

Impacts

- People are aware on disaster risk management and preparedness
- Civil Society is committed to serve the community in different ways on disaster issue
- Active disaster risk management committee in different levels are in place
- People suffer will reduce in future disaster
- Civil society and Disaster Management Committee will play active role during the disaster period in future.
- Uttaran's capacity on the issue has been increased.
- Staff's confidence is increased to delivery effective services.

“Concurrently there should have development planning and implementation strategies along with the capacity development program for the knowledgeable citizen”

মানুষকে সচেতন করে গড়ে তোলার পাশাপাশি উন্নয়ন পরিকল্পনা গ্রহণ করে তা দ্রুত বাস্তবায়ন করতে হবে।

-

- Excerpted from an IDM training session at Union level, 2007

4.5 Lessons Learnt

Some Challenges of the training

- Some of the Upazila officials were apathetic to receive this training as they were not properly informed.
- As there were no proper rules and regulation about training a good number of trainees were not attentive and they did not participate in the pre or post test assessment.
- Illiteracy was a great problem. A large number of participants in the Union level could sign their name only. Some of them had something literacy knowledge but they were not fit for the written test. Some of them felt ashamed to disclose their illiteracy.
- Public representative like Chairman, Mayor and government high officials used to remain busy always with public functions, meeting about different projects and problems. They recommend to provide this kind training far from their working place that may be in Zilla city or Dhaka City.

Lessons Learnt

- Attendance rate of the participants was high
- Learnt about the risk and vulnerability of the disaster
- Experience to identify the direct beneficiaries
- Facilitation of trainings
- Liasion with the Govt. and Non Govt. organizations helps implement the training more successfully.
- Relationship development with the Government staff, UPs and Civil Society.
- Knowledge on disaster preparedness and management
- Reactivated the Disaster Management Committees
- Working with large group
- Gather experience to work with the government officials and departments.

4.6 Evaluation Process of the Training Session

Here a comment from one of the participants:

“ It was very good as there was detailed illustration on comprehensive disaster management”

সার্বিক দুর্ঘটনা ব্যবস্থাপনা বিষয়ে পরিষ্কার ধারণাগুলো খুবই ভাল ছিল। ”

- A participant in the UDMC, Kutubdia, Cox's Bazar, 2007

There was some inbuilt process of evaluating and monitoring the training session including all the process like training management, logistics, facilitation skills, contents, areas for further improvement. These are like using of participants daily attendance sheet, Session Evaluation Template, Use of Mood Meter.

Besides there was attempted to assess how much they could recall the knowledge and information gathered from the training, how the acquired knowledge were being used in his or her routine works as a member of DMC and after returning from training whether there would have scope of implementation of such acquired knowledge by following a certain number of participants (10%) from the IDM training recipients list of each DMC training session. In the following section some of them are illustrated in below-

Evaluation Template

This questionnaire is an evaluation material, by which trainees negative and positive comments about the training course can be analyzed. A four Point Scale was used to assess (on scale 1-4) in terms of training materials, administrative arrangement, trainers' ability and able to increase disaster related knowledge, suggestion for the way how it could be improved (see in the Annexure).

Mood Meter

The status of the trainings was also evaluated using Mood Meter Index. Mood Meter Index of the provided module of CDMP used in the training programme to assess mood of the trainees. Mood Meter Index was called for vote on different criteria such as pleasant delivery of the core trainers, necessary arrangement and material provided etc. There are three facial expressions for marking

the mood of participants in each day at the end of the sessions for that day. Participants have choices or pool voting in any one of the facial expression where if a participant finds the session very pleasant then s/he will put tick or dot in the box of first facial expression, if the day is perceived as satisfactory then tick mark has to put in the second symbol and if the day is perceived not good then in the third symbol (See in the annexure) .

Trainee Follow Up

The IDM training team of CDMP partnership project conducted follow up of Disaster management Committee (DMC) members to assess trainees' retention of knowledge, skill and performance at the worksite. All the partners NGOs had prepared a follow up schedule and obtained approval from CDMP for implementation. At least 10% participants from every training programme came under the follow up (3 persons from every Union and Pourosova DMC and 4 persons from every Upazila DMC). Contact Number of 10% participants from every DMC was collected in the last day of every training programme according to systematic random sampling. Follow up of participants' knowledge and skill and performance at the worksite was taken between one to three months after completion of training.

Objectives

- To assess whether transfer of knowledge from the IDM training course has taken place from the training to the work site of the DMC members.
- To assess the retention of Knowledge and skills of the DMC members followed up.
- To assess any change in practices of the DMC members that the training has brought about, in the DMC members followed up.
- To identify any difficulties anticipated by the DMC members to the application of the knowledge and skills

Instruments for the Follow up of the IDM Training

Evaluation tools were prepared by CDMP (See Annexure), which are

1. Interview questionnaire for DMC members and
2. Knowledge assessment checklist on IDM training

Results of IDM Training Evaluation

'It was perceived that it would be difficult to arrange training following the quota of different group or section of the community as it might be that some of the participants of each quota would not be interested to attend at the training but reality was different, participation from all is encouraging. This is very unique regarding participation that never been happened in the past. So training is completely successful'

(*mmWGgwc KZR mba@i Z tKvUv wFwEK m`m` mbtq MvVZ KngUtk Gj vKvq Dciv` Z ti tL tUibs Kiv Kivb etj gtb ntqUj wKS` ev`-eZv wfbæeri AskMhY Avkve`ÄK| AZttZ Gi Kg Dciv` wZ tKvb tclMtg wQj bv| Gt`tt tUibs cfi vcpi mdj |)*

- **Excerpted from the Comments of participants in IDM training, Cox's Bazar District, 2007**

Participants Attendance

Rate of attendance in the course was very high. It can be said that all most all of the DMC members attended in the training session. However in some cases of the total training some of the participants could not able to attend in all the sessions in each day. Besides, some of the respondents could not participate both in the Pre and Post test assessment, a good number of them could not participate either in Pre or in the Post test assessment. The following diagram shows average attendance. If we see a case then the following table shows that in one District in the IDM training the target participants size was 1516 where 1484 participants were present that is 98% attendance. However it has been revealed that during that time due to political turmoil local leaders were worried of getting arrest. This hindered the participants to avoid the public function as a good number of DMC members are strongly involved with politics.

Name of District	# course conducted		Target participants	Attend participants			Remarks
	# Target	# Achieved		Female	Male	Total	
Cox's Bazar	46	46	1516	224	1260	1484	About 98% participants were present in the training

Table 10: Participation rate in IDM training, Cox's Bazar District, 2007

As a case if we see in the Rajshahi district, there have been conducted 66 training programmes in six Upazilas of Rajshahi District. The training was provided to 1998 participants among which 84% participants were male and the remaining 16% were female. About 90% of the DMC members attended the programme and the average number participant in each programme was 30.

If we see as another case that conducted IDM training in Sirajganj district, it also shows overwhelming participation rate. A NGO carried out 32 Unions, three upazila and two Paurashava DMCs training where in the Union level total participants were 1050, in three Upazilas total

participants were 106 and at the Paurashava level there was total 56 participants. In average there was 32 participants in every session.



Photo 41: Participants involved in a Group Work, Pachuri Union Disaster Management Committee, Ulfadanga Upazila, Faridpur , 2007

Results of Participants Course Evaluation

In the following diagrams showed that the results of the course evaluation of varied districts as case studies. In the Manikganj district there was analyzed four Upazilas IDM training and the result illustrates that the participants have rated the success of the training in all areas which is minimum 3.0 and maximum 3.8 on an average from the scale of 1-4.

The record of the trainings suggests that the participants have found the programme very successful in terms of training materials, administrative arrangement, trainers' ability and increasing disaster related knowledge. However there was only in the Shivaloy Upazila where the participants agreed upon totally in one of the indicators out of 12 indicators named 'The course was relevant to my work' from the given index but most of the indicators perceived very close to completely agreed (3.5) by the participants of this district.

District wise Course Evaluation by the Participants

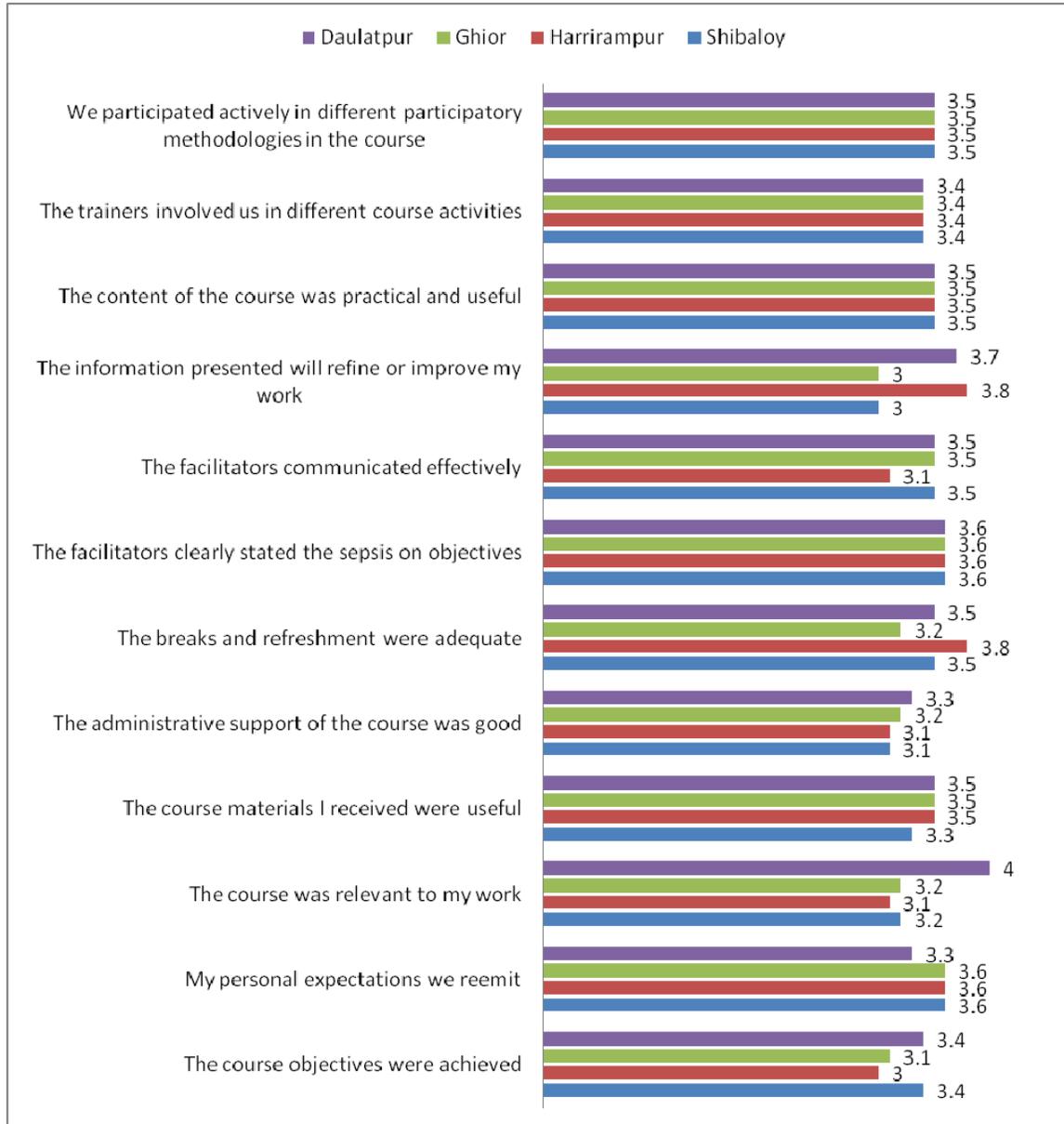


Diagram 42: Manikganj, Course Evaluation

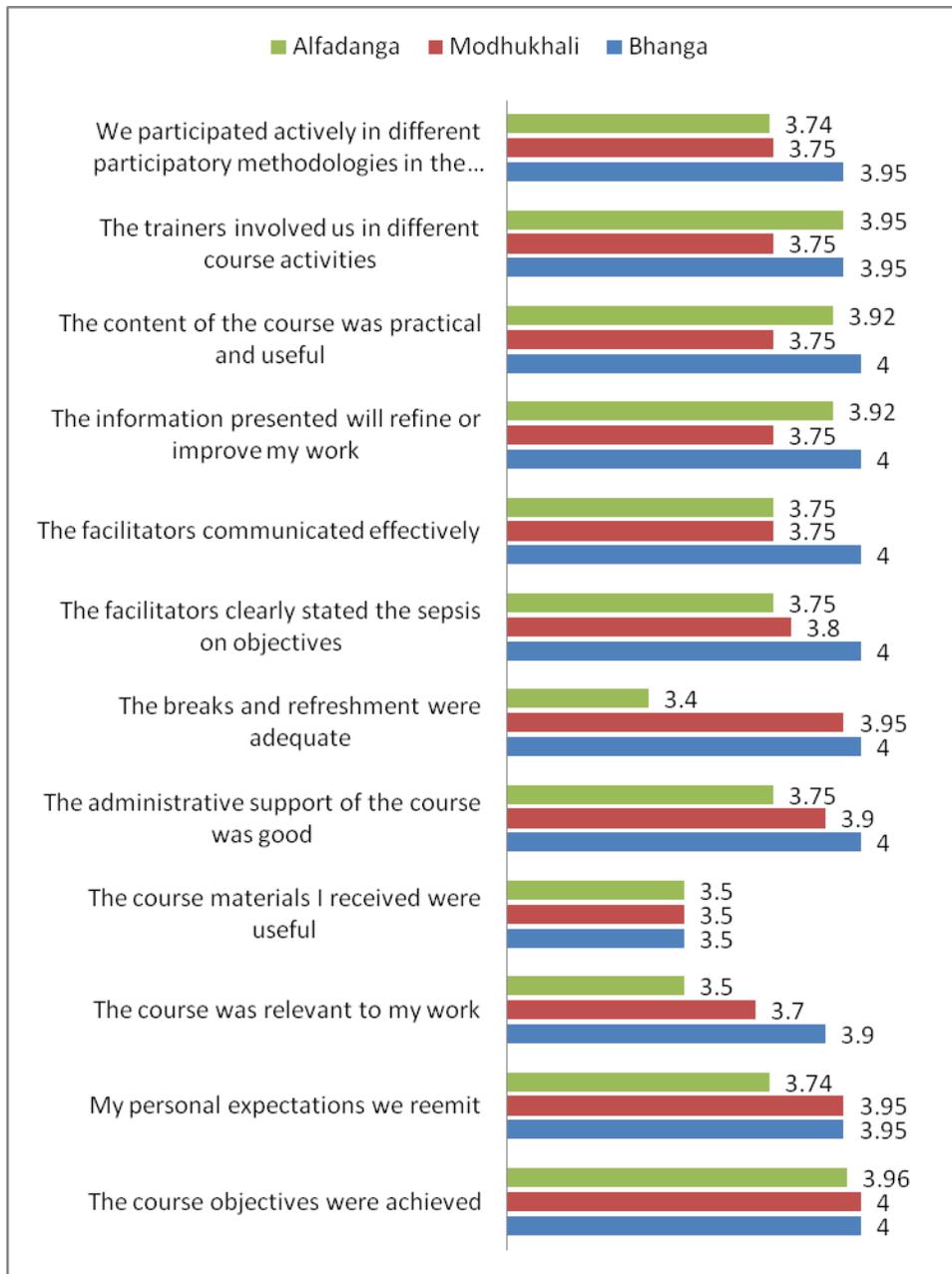


Diagram 43: Faridpur, Course Evaluation

The above diagram (Diagram 43) shows that in the Faridpur district universally all the participants agreed upon in all the points given in the evaluation template. It is noteworthy that eight of the given indicators were perceived completely agreed and while another seven indicators obtained very close to agreed in different Upazilas (3.95- 3.96)

Mood Meter Results

This is three days average score of one of the districts where IDM was conducted in the year 2007.

The results revealed that most of the participants expressed their opinion in the Well done mood of the day. The diagram also illustrated that none of them perceived any one of the day as Not Well done.

Well Done Moderately done Not Well Done

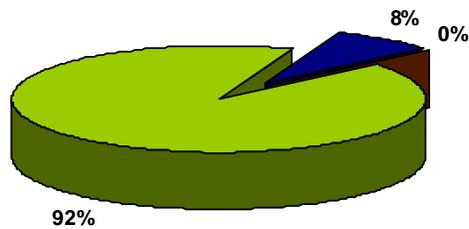


Diagram 44: Mood Meter of the Participants, Satkhira District

LEVEL OF PARTICIPANTS	😊	😐	😞
	WELL DONE (%)	Moderately Done (%)	Not Well Done (%)
Upazila Level	92.96	7.04	0
Paurashava Level	91.66	8.34	0
Union Level	90.87	9.13	0
TOTAL	91.83	8.17	0

Table 11: Shows the average Mood of the participants in varied DMC training through Mood Meter

The following diagram illustrated that in the Sunamganj district in the three days IDM training 89% of the participants agreed the training session was 'well done' and 11% perceived as satisfactory or moderately done while none of them had vote for 'not well done'.

Well Done Moderately done Not Well Done

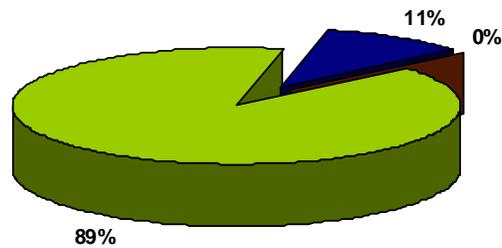


Diagram 45: Mood Meter result in Sunamganj District

4.7 Follow Up of the IDM training retention among the varied Participants

According to CDMP guideline 10% of the participants was mandatory to follow-up after one month of the IDM training conduction. All the NGOs carried out follow up of the 10% total trained participants in their respective areas.

As examples some districts data were analyzed and it illustrates consistence level that after receiving training when they returned most of them retained their acquired knowledge from the IDM training. However inclusion of recall period was at least one month but in many places it was more than that period.

The diagrams given below refers the Satkhira district which shows that majority of the participants (43%) obtained in the third quarantine, 41% obtained 21 to 30 scores and some of them that is 14% got 11-20 scores. In this district no one fell in the first quarantine (0-10 score). However the percentage of fifth quarantine getting down in only 2%.

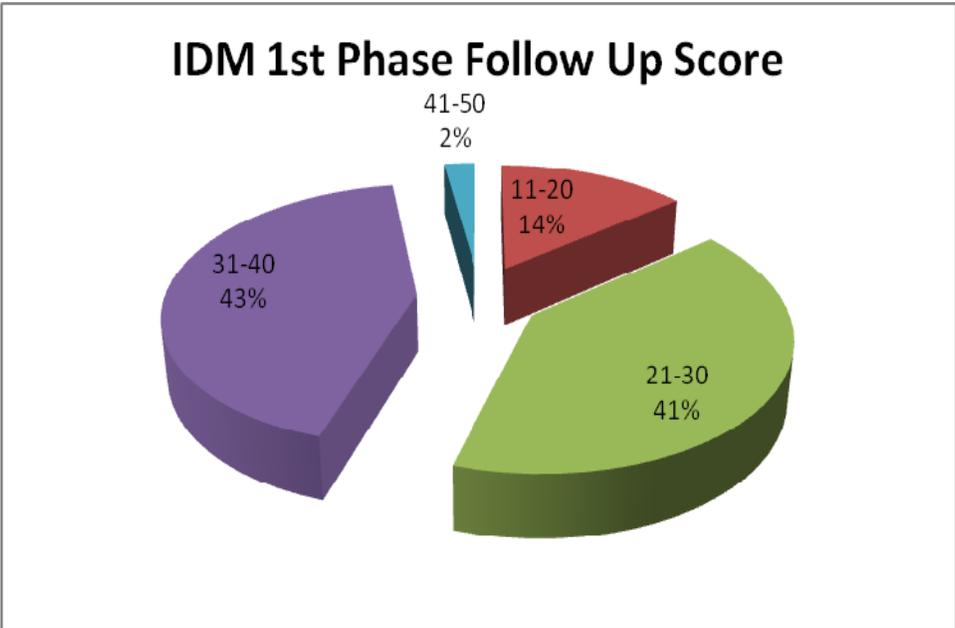


Diagram 46: IDM 1st Phase Follow up paerticipants Score, Satkhira district

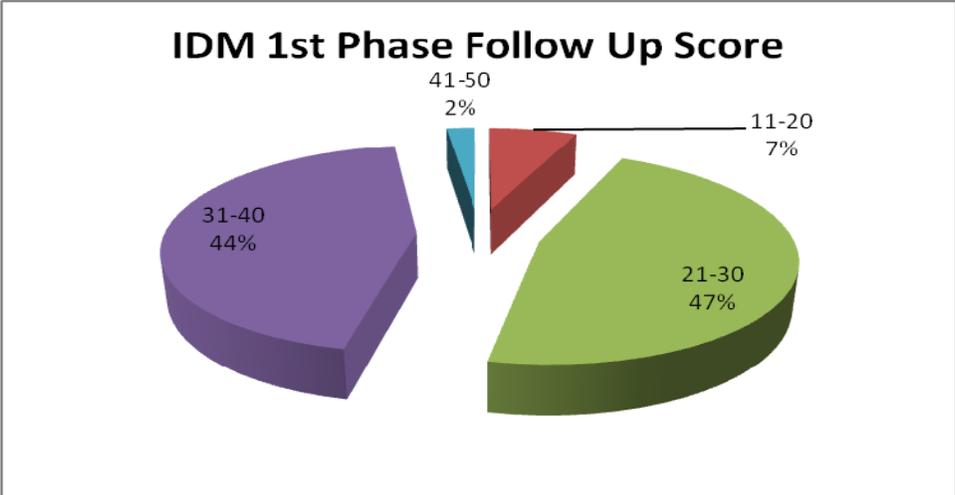


Diagram 47: IDM Follow up 1 st Phase, Sunamganj District

The diagram illustrated above refers to Sunamganj district which shows that among the total participants knowledge retention level is very good. In this district majority of the participants 47% obtained 21-30 scores, 44% obtained 31-40 score and only 7% fell in the second quarantine , 11-20 scores where as alike Satkhira no one fell in the 0-10 score. However it is interesting that alike among the participants 2% was successful to obtain 41-50 score.

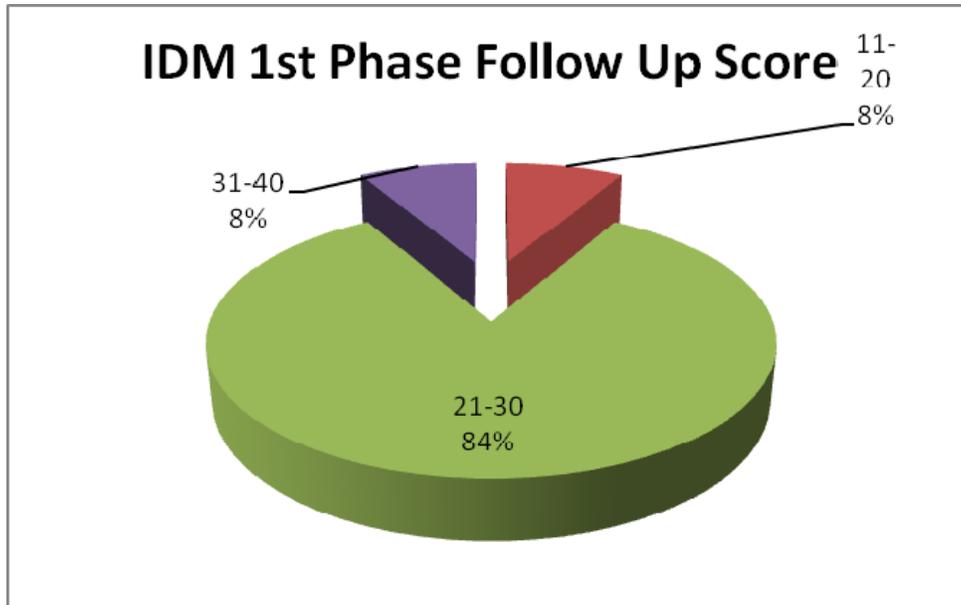


Diagram 48" IDM Follow up results, Cox's Bazar, 2007

The follow up results of Cox's Bazar (Diagram 21) illustrates that most of the participants, 84% could recall acquired knowledge in the third quarantine level, 21-30; 8% obtained 31-40 score and another 8% fell in the second quarantine (11-20). However in this district any one obtained neither highest score (40+) nor fell in the poorest quarantine (0-10).

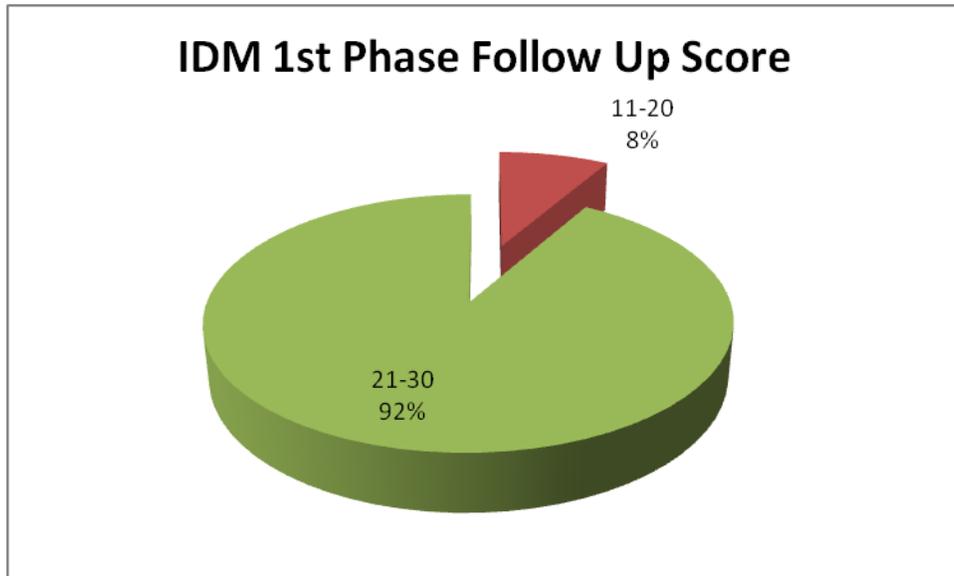


Diagram 49: IDM Phase 1 Follow up, Lalmonirhat District,2007

The above diagram refers Lalmonirhat district where 92% of the participants knowledge retention level laid in the range of 21-30 scores and only 8% fell in the second quarantine that is 11-20 range scores. However in this district there was none both in other two upper level scores and the lowest score level.

Narratives of Follow up report: A case study

Background: National Development Programme-NDP as implementing partner of CDMP conducted the IDM Training to the DMC of 32 Union Parishad, 2 Pouroshava including Chowhali, Kazipur & Sahzadpur Upazila.

Major Objectives: a. to assess whether transfer of knowledge from the IDM training course has taken place from the training to the work site of the DMC members b. to assess the retention of knowledge and skills of the DMC members followed up

Number of Participants: We have provided follow-up to a total of 102 trainee's in 32 Unions and 2 Pouroshava considering at least one month recall period.

Findings: It has been revealed that among the participants most of them think their knowledge level increase due to participation in the IDM training. They opined, "Earlier we did not know the difference between hazards and disaster. We used to think that disaster management means relief, but now we have been acquainted that, risk reduction is the key factor for disaster management. As a member of DMC we are become more activate in disaster manage issues i.e. we are giving priority disaster related issues in our meeting/discussion. Through that IDM training there has been created opportunity to improve the coordination between Upazila DMC and Union DMC. We understand the importance of community involvement in the risk assessment and reduction process. We should not depend only for relief to management disaster rather we have to prepare ourselves alternative as much as possible".

However one third of the participants informed that they did not get adequate time after receiving the training but all of them are positive that they do not think any difficulties to implement the learning, which they acquired from IDM training. Financial allocation from GO/NGOs and Donor's for directly implement of disaster reduction activities, improving the relationship with Upazila Disaster Management Committee and way out the recognition of good works of DMCs, they recommended for a strengthen disaster management committee.

-NDP, Sirajganj, 2007

4.8 IDM and Specialized Training in 2008

In order to equip the government machinery, local government bodies, and the citizenry, on disaster risk reduction with assistance from UNDP, Bangladesh government launched the Comprehensive disaster management program (CDMP) in 2004. A couple of components were included in this project. Among them under the Component 2b Training and briefing program for the disaster management committees was the main component for building up capacity of the varied Disaster Management Committees for playing proactive role in the guiding the implementation of risk management activities.

4.9 Training Process for 2008 and onwards

In order to do so, Component 2-b made plan to provide two types of training to the Union, Upazilla and District disaster management committees in the selected districts of Lalmonirhat, Sirajgong, Rajshahi, Cox's Bazar, Satkhira, Sunamgang and Faridpur. In the Phase -1 the course was designed to give the participants an introduction to the disaster management in three days, while the second course was to two days follow-up Training of the committee. In both cases curriculum and main learning materials were provided by the CDMP. In this phase this training was expanded in some other districts which are also disaster prone like Patuakhali, Barguna, Manikganj, Rajbari, Tangail, Bagerhat, Barisal .

So there are some NGOs who carried out two days Specialized Follow Up training in their previous districts where they had carried out Introductory Disaster Management Training for three days among the varied members of Upazila, Union and Paurashava DMCs. On the other hand in this year some other NGOs were assigned for conducting similar IDM training for the DMCs of newly included districts named Patuakhali, Barguna, Manikganj, Rajbari, Tangail, Bagerhat, Barisal .

In second phase six NGOs were selected for carrying out IDM and Specialized Follow Up training and they are as followed –

Group 01: NGOs for IDM Training and their respective districts

BDPC: CDMP awarded BDPC to conduct IDM training course at the seven upazilas of Pataukhali and Barguna districts under cluster-5.

GUP: At first GUP provided Introductory Disaster Management (IDM) training in 29 DMCs of Faridpur district in the year 2007. This year (2008) GUP conducted 34 union DMC trainings in 10 different upazilas under Manikgonj , Rajbari and Tangail district .The objective was to clear the Comprehensive Disaster Management concept among the union disaster committee members ,so that they can be more aware for local risk identification and can take initiatives for sustainable development.

JJS: It conducted 42 trainings in 3 Upazilas (Bakergonj, Uzirpur, Agoiljhara) of Barishal Zila, 5 Upazilas (Mongla, Morelgonj, Rampal, Soronkhola, and Kochua) of Bagerhat Zila during August 12 - November 3, 2008

Group 2: NGOs for Specialized Follow Up Training and their respective districts

GUS: GUS was awarded with a grant from CDMP for implementing the Specialized Follow -up Introductory Disaster Management training activities in 12 Unions of 4 Upazilas (such as - Godagari - 3 Unions, Bagha - 3 Unions, Charghat - 2 Unions, Paba - 4 Unions) of Rajshahi District.

GUS was also awarded with a grant from CDMP for implementing the Specialized Follow -up Introductory Disaster Management training activities in 26 Unions of 7 Upazilas (such as -Sadar - 3 Unions, Belkuchi - 5 Unions, Chowhali - 4 Unions, Shahajatpur - 4 Unions, Kazipur- 5 Unions, Kamerkhanda - 1 Union and Tarash - 4 Unions) of Sirajganj District .

RIC: RIC was awarded for carrying out IDM Follow-up special training for Sunamganj district throughout where 27 Union Parishad DMCs under in eight Upazila (Sulla-4, Darmapasha-3, Dowarebazar-4, Sunamganj Sadar-3, Dhirai- 5, Bishamvapur-2, Jamalganj-3 and Taherpur-3) were covered.

Uttaran: Uttaran Implemented this Project (2 days Specialize Follow Up Training) in Kolaroya, Assasuni, Debhata, Kaligong, Shamnagor, Satkhira Sadar and Tala Upazillas of Satkhira District and Bhanga, Modhukhali, Alfadanga, Nagorkanda, Sadarpur, Faridpur Sadar and Charbhadrasan of Faridpur District.

5.0 Conduction of IDM Training: Organized IDM and Specialize Training for varied DMCs

In this year same strategies and activities were followed by the partners NGOs in their respective areas. Some of them are elicited below-

- Human Resource Development- Recruitment of Trainers and nominated for TOT. Other project management staff also recruited.
- Forming Co-facilitator team with the one Master Trainer received TOT from the component 2-b, CDMP, DMB
- Communication with specific Upazila administration e.g. UNO and PIO prior of the implementation of the activities.
- Rapport building with union chairman, secretary and up members.
- Informal meeting with Chairman or secretary or different committee members to explain the reasons of conducting training and briefing course and how and where those will be organized.
- Prepare the training calendar and submitted to CDMP.

- Take all necessary steps for invitation/call-up notice, organize and conduct 3 days training courses on Introductory Disaster Management.
- Participants were provided the handbook given by the Disaster Management Bureau.

Monitoring and Evaluation

Different NGOs reported that they have their established Monitoring Unit. The Project Coordinator along with monitoring officers were monitored the project activities. Besides, Senior Project staffs from CDMP and Senior Officials of DMB were nominated for routine attended in different areas during the training. A structured template was used during field visit for Monitoring and Supervision purposes (See Annexure: 3). Otherwise there were used different inbuilt monitoring devices like participants attendance format, evaluation format by the participants, Pre and Post test exams, Format of Mood Meter and different types of project activities reporting format like Project inception report, financial report and final report.



Photo 50: In augural session, TOT for IDM & Specialized Follow up training, DMB, 2008 (From the left) Mr. AHM Abdullah, Component Manager, 2-b, CDMP and Joint Secretary Gov. of the People's Republic of Bangladesh ; Mr. K H Masud Siddiki, The then DG, DMB; Mr. A N M Wahidur Rahman, Training & Monitoring Expert, CDMP (First right)

Photo: 51 Provided Training Kits in the IDM & Specialized Follow up training, 2008



5.1 Results of IDM and Specialize Follow Up Training

Quantitative Results of the IDM and Specialized Follow up Training

Participation:

It has been revealed that in all the districts both the IDM and Specialized Follow Up training participation of DMC members were very encouraging. It has been seen that in the Patuakhali district in total 767 out of 864 DMCs members attended in the training, which is 89%. In Barguna district total 848 out of 936 DMC members attended which is about 91%.

However in Manikganj, Rajbari during the training period there was flood and people of that areas worried about the river bank erosion as the areas were bank of the river Padma but that was satisfactory too.

In the southern districts like Bagerhat and Barisal on average in each training session 33 DMC members participated in the training. In the northern districts like Lalmonirhat and Rajshahi there was minimum attended 22-24 and maximum 35.

From the available reports it has been revealed that the participation of the DMCs hindered due to some socio cultural and natural causes like some training held in Ramadan, Flood in some areas etc.

In the year 2008 (Second phase) Guna Unnayan Procesta, Bangladesh Disaster Preparedness Centre (BDPC), Jagrata Juba Shangha (JJS), UTTARAN, Resource Integration Centre (RIC), Gano Unnayan Sangstha (GUS) all together provided training of 257 UDMC (Union Disaster Management Committee) of 66 Upazilas under in Manikganj, Rajbari, Tangail, Patuakhali, Barguna, Barisal, Bagerhat, Satkhira, Faridpur, Coxes Bazar, Sunamganj, Sirajganj, Rajshahi and Lalmonirhat. These districts and Upazilas were selected purposively considering as disaster prone areas for piloting the project.

Table: 12 Name of District, Upazila, number of unions and UDMC members covered by the partner NGOs

Name of NGO	Name of Districts	Name of Upazila	Number of Unions	IDM training received UDMC members
GUP	Manikganj, Rajbari, Tangail	Shibaloy, Harirumpur, Ghior, Daulotpur, Rajbari Sadar, Gualanda, Bhuapur, Tangail Sadar Kathali, Nagarpur	34	1103
BDPC	Patuakhali, Barguna	Kalapara, Golachepa, Dasmina, Baufal, Pathargata, Amtali, Barguna Sadar	50	1615
JJS	Barisal, Bagerhat	Bakerganj, Ujipur, Agailjhara, Sarankhula, Morelganj, Mongla, Rampal, Kachua	42	1397
UTTAR AN	Satkhira, Faridpur	Tala, Asasuni, Satkhira Sadar, Debhata, Kalaroya, Kaliganj, Shyamnagar, Banga, Char Bhadrason, Sadarpur, Faridpur Sadar, Nagarkanda, Madukhali, Alfadanga	47	1529
RIC	Coxes Bazar, Sunamganj	Chokoria, Kutubdia, Moheshkhali, Teknaf, Coxbazar, Ramu, Ukhia, Pekua, Bishamvarpur, Jamalgaij, Tahirpur, Dhampasha, Sunamganj Sadar, Sulla, Dowarabazar, Dirai	50	1529
GUS	Sirajganj, Rajshahi, Lalmonirhat	Kazipur, Sahazadpur, Chowhali, Belkuchi, Kamarkhan, Tarash, Sirajganj Sadar, Paba, Godagari, Chargat, Lalmonirhat Sadar, Hatibandha	44	1423
6 NGOs	14 districts		277	8496

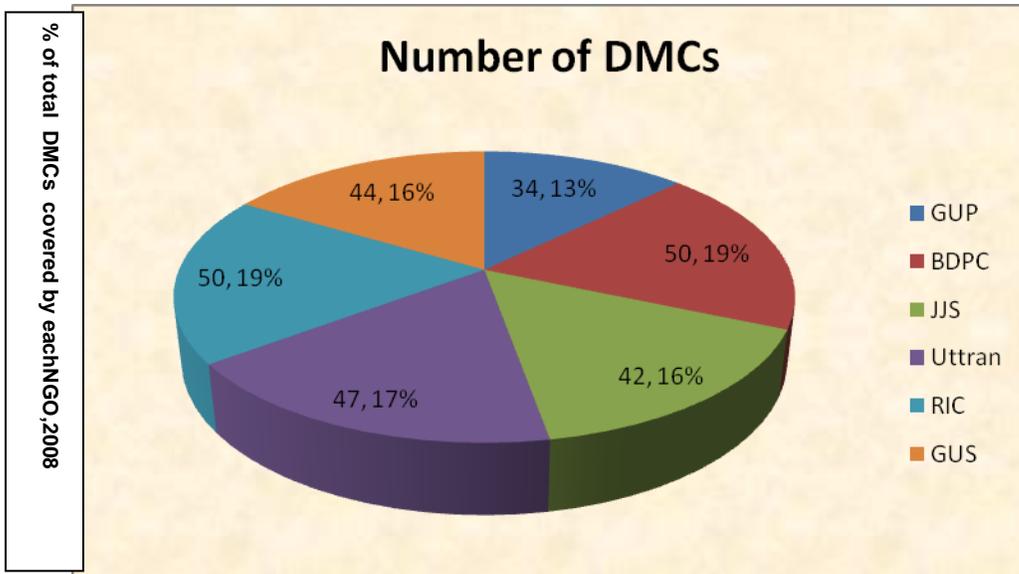


Diagram 52: Attained IDM & specialized Follow up training by different NGOs

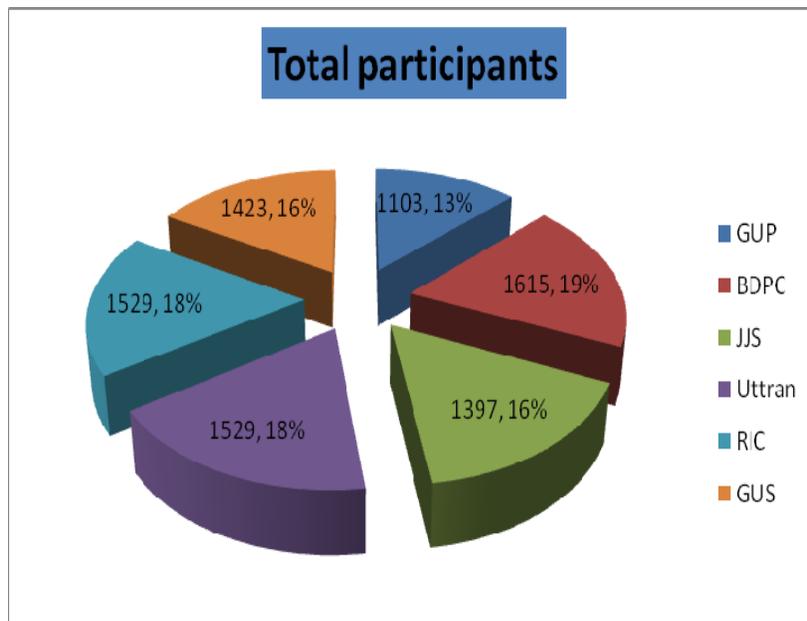


Diagram 53: % of total participants attained by different NGOs, 2008

Pre and Post test Results in Different Districts, 2008

Faridpur District

Based on the available data so far Pre and Post results of different districts have been analyzed.

The following diagram shows that in the Faridpur district there were 22% participants who got 0-10 score, 69% obtained in the range of 11-20 and 9% obtained 21-30 scores in their pre test. It illustrates that after receiving training there has significant change. Among the participants who attend in Post test there was 31% acquired 31-40 scores, 25% successfully obtained 41-50 scores, 28% in the third quartile and 16 % fell in the second quartile. There was none in the range of 0-10 in the post test level

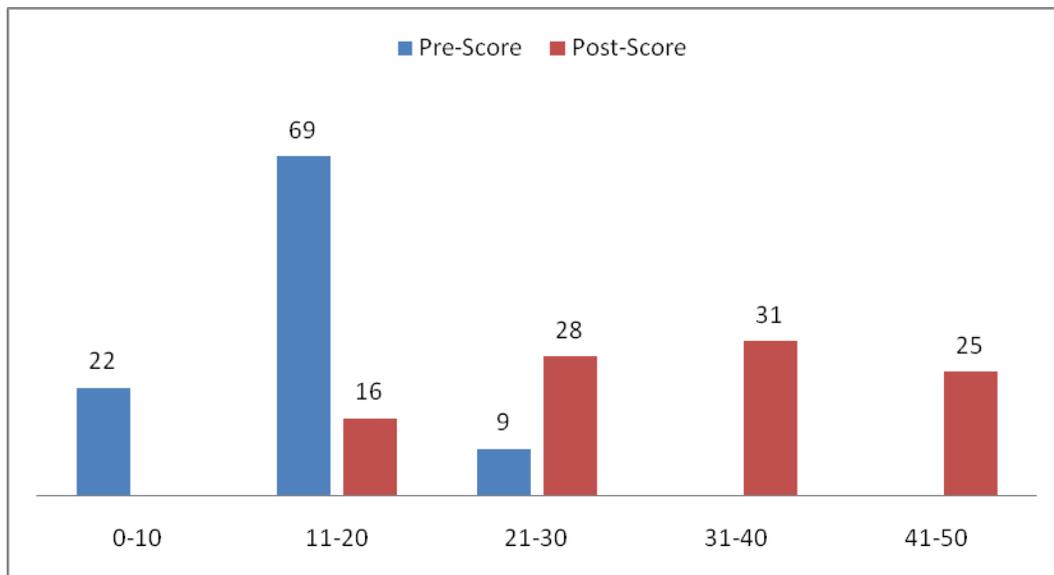


Diagram 54: Pre –Post score , Faridpur

Rajshahi District

The following diagram shows that in the Rajshahi district among the three Upazila in average, participants obtained more than doubled number compare to pre test score in the post test level.

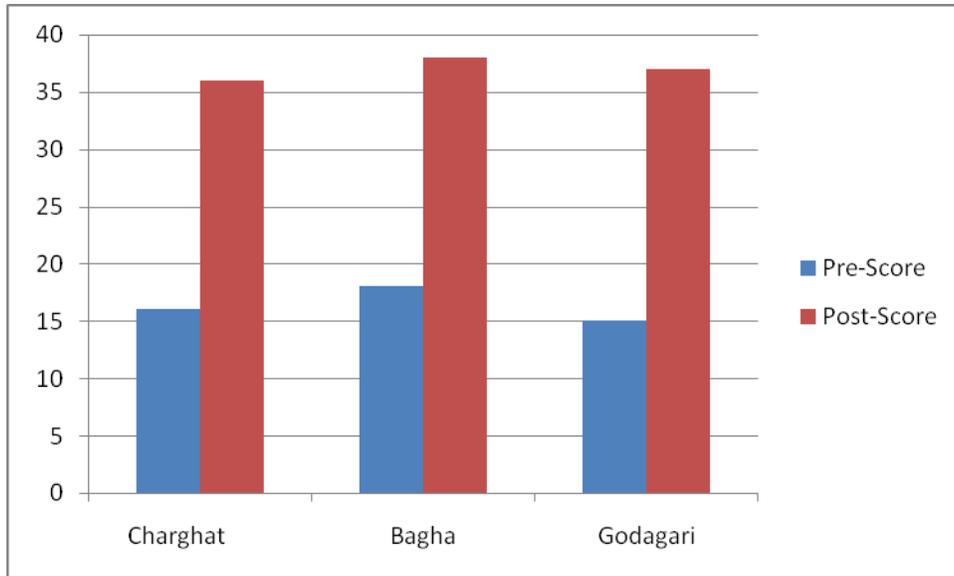


Diagram 55: Pre – Post score , Rajshahi

Sirajganj District

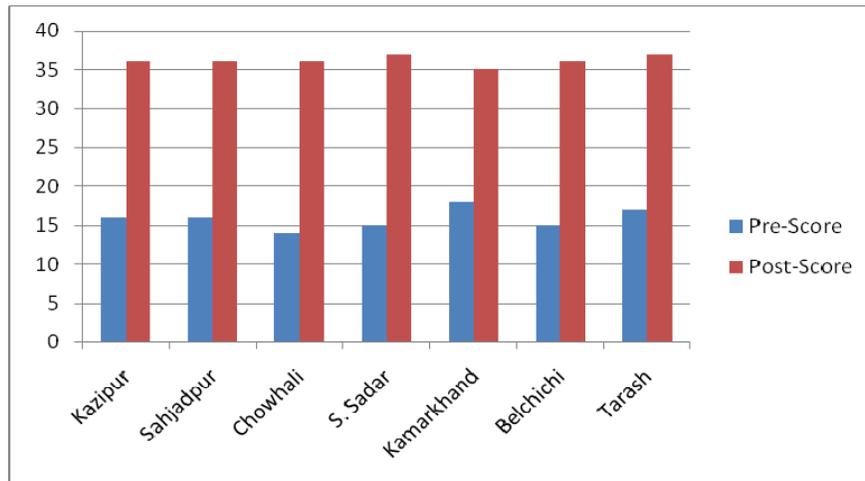


Diagram 56: Pre and Post test score , Rajshahi, 2008

The above diagram illustrates that there is very consistence in pre and post test scores. In all the Upazila average pre test score was minimum 14 and maximum 17 where as in the post test the minimum score was 35 and maximum 38.

Lalmonirhat District

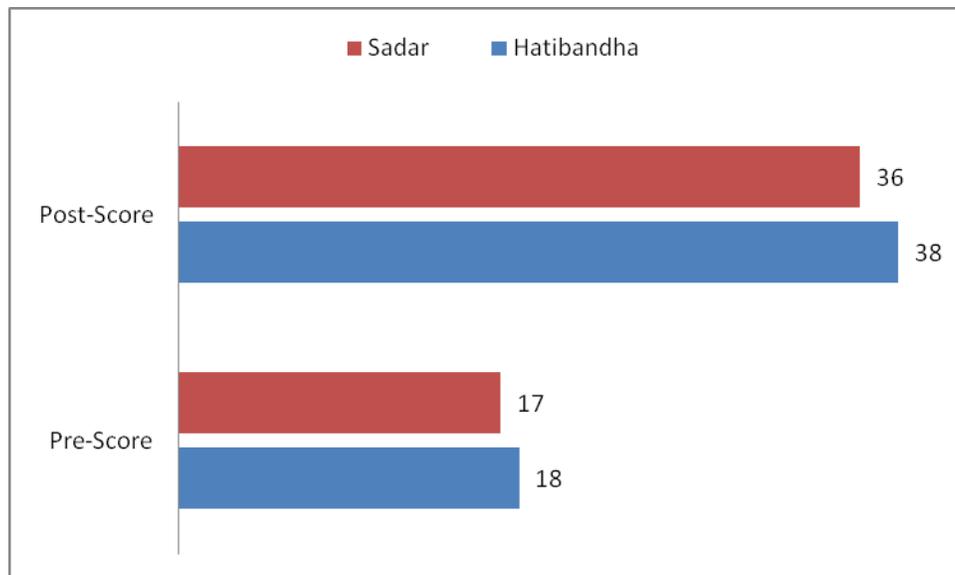


Diagram 57: Pre-post test, Lalmonirhat, 2008

It is clearly illustrates that in the Lalmonirhat district participants significantly improved their knowledge level compare to before they taking part in the training session. They obtained more than doubled scores compare to their pre test level.

Satkhira District

In the pre test level majority of the participants fell in the 11-20 score which is 73% where as in the post test there was only 8% in this quarantine. It shows there was 38% who obtained the highest score 41-50 range.

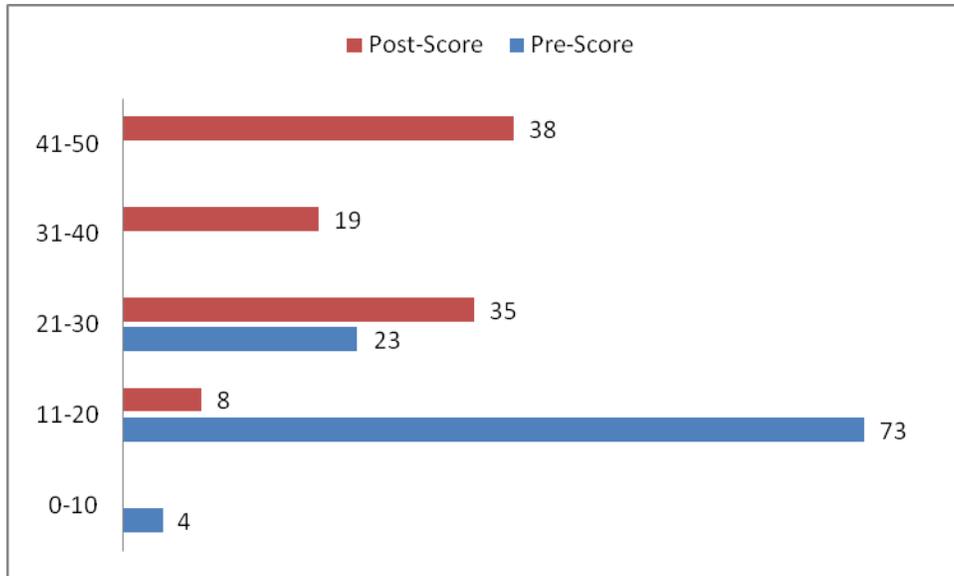


Diagram 58: Pre – Post test result, Satkhira District, 2008

Bagerhat District

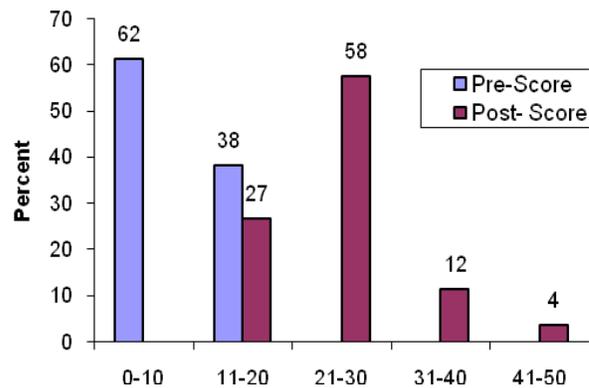


Diagram 59: Pre – post score, Bagarehat,2008

The above figures show that in the pre test score majority of the participants fell in 0-10 score where as after receiving training there was 58% who successfully acquired 21-30 scores, 12% in the 31-40 and 4% in the range of 41-50.

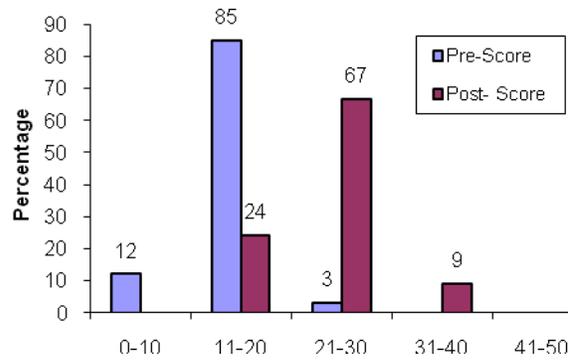


Diagram 60: Pre – post, Tangail 2008

Cox's Bazar district

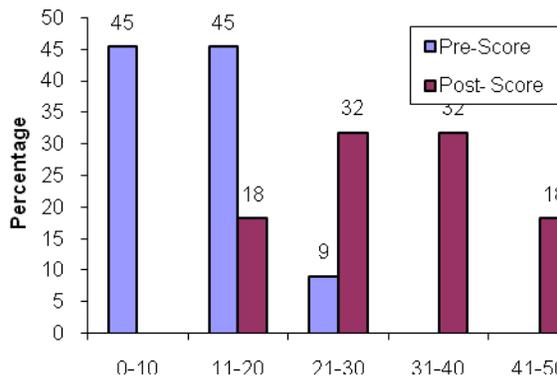


Diagram 61: Pre-post test, Cox's Bazar, 2008

The Pre and Post test score of Cox's Bazar shows that after received training participants had very consistence improvement. In pre test 45% got below ten number but post test none of them fall in that range. On the other hand Post test level participants score started from second quarantine where it was 18% and that has been peaked up to 32% in the third and fourth quarantine and again fall to 18% in the fifth quarantine.

Manikganj District

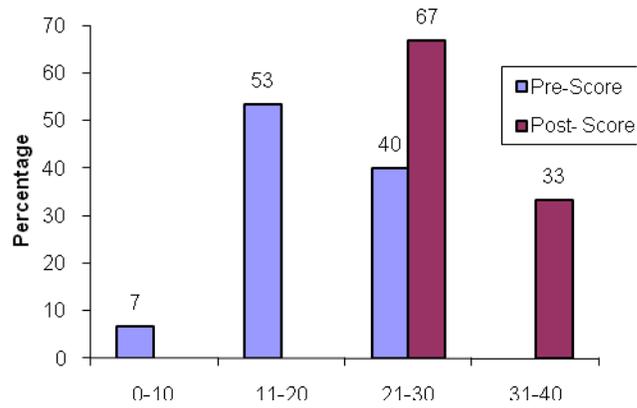


Diagram 62: Pre-post results, Manikganj

The above diagram illustrates that in Manikganj district all the participants improved their score from their pre training level. In the post there score was started from third quarantine and majority of them fall on that range (67%) and rest of them did a good score under in the range of 31-40. It is interesting that none of them acquired above 40 score.

Rajbari District

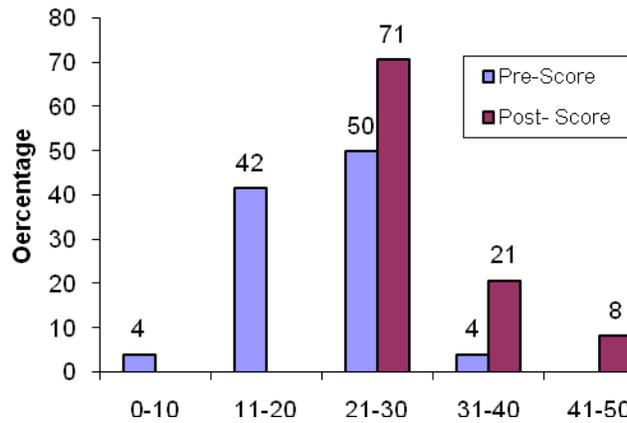


Diagram 63: Pre - post score Rajbari, 2008

The above diagram illustrates that in Rajbari district in the pre test level half of the participants got 21 to 30 score, 42% in the range of 11-20 and only 4% in the below 10 category. After training most of them obtained 21-30 score and rest of them fall above that range.

Tangail District

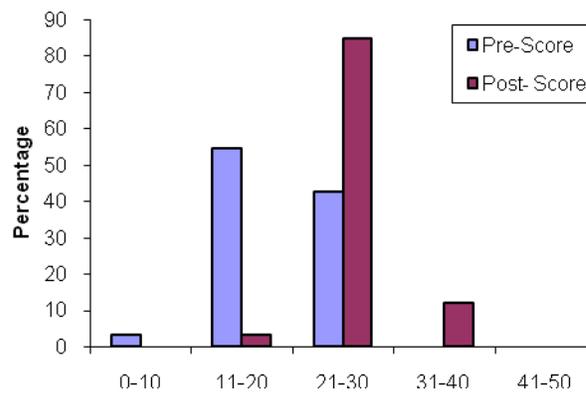


Diagram 64: Pre-post score Tangail, 2008

In the Tangail district(Diagram 64) after training about 88% fall in the range of 21-30 and only about 4% fall just immediate lesser score and about 12 % fall in the 31-40 range and there were participants neither in the in the lowest score nor in the highest range.

5.2 Course Evaluation by the Participants: Sirajganj District, A case study

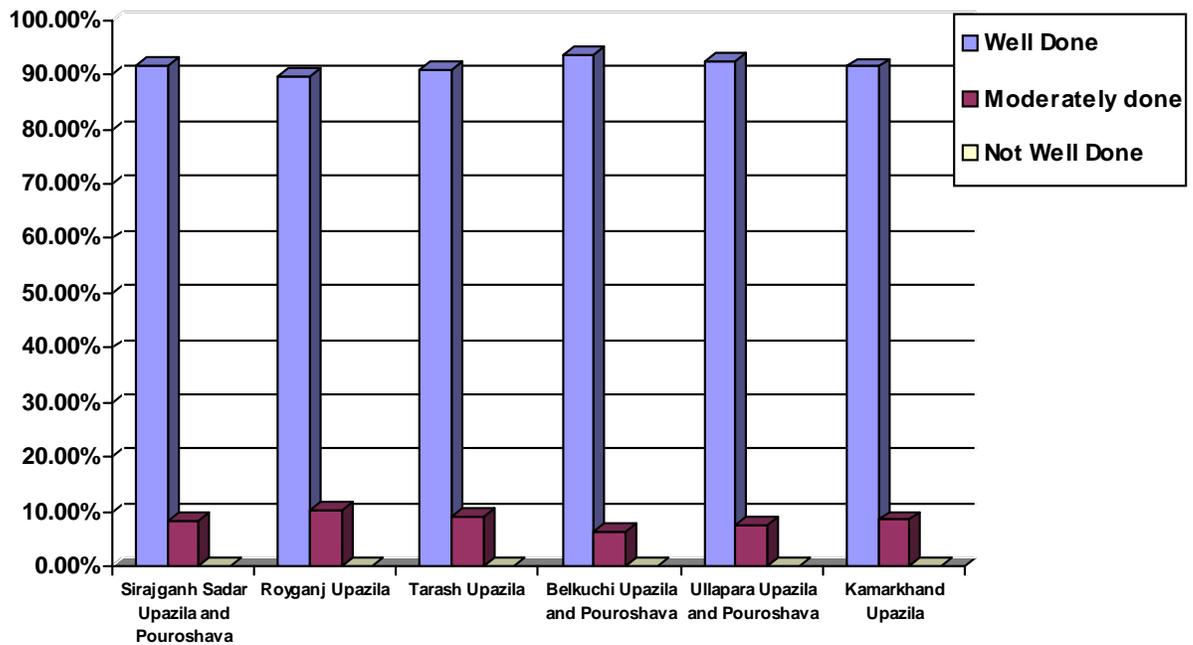


Diagram 65: Course evaluation in Sirajganj, 2008

The above diagram illustrates that in the Sirajganj district more than 90% participants opined that session well done and there were less than 10% opined for moderately done.

Well Done Moderately Done Note Well Done

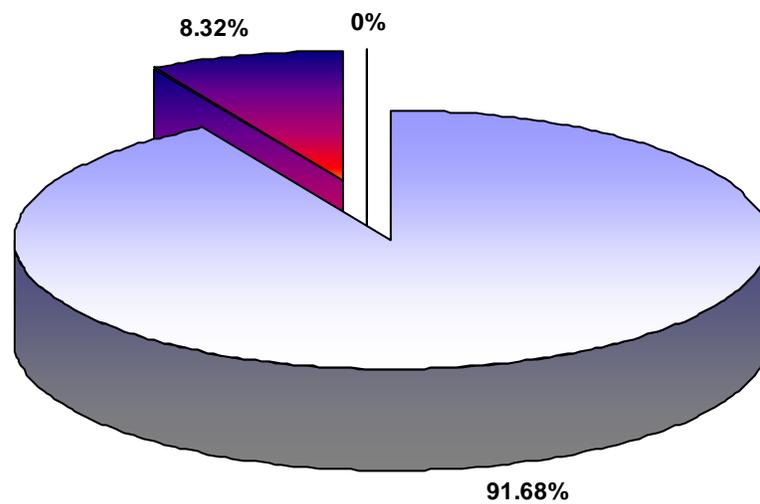


Diagram 66: Participants evaluation of training session, Sirajganj District, 2008

The above diagram illustrates that in one of the districts (Sirajganj) most of the participants commented that training was well done and only 8% commented that it was moderate level and none of that it was not done well.

5.3 Session Evaluation Reports: Lalmonirhat District, A Case study

Session Evaluation Reports of Participants

3 (Three) Unions of Hatibandha Upazila in Lalmonirhat District

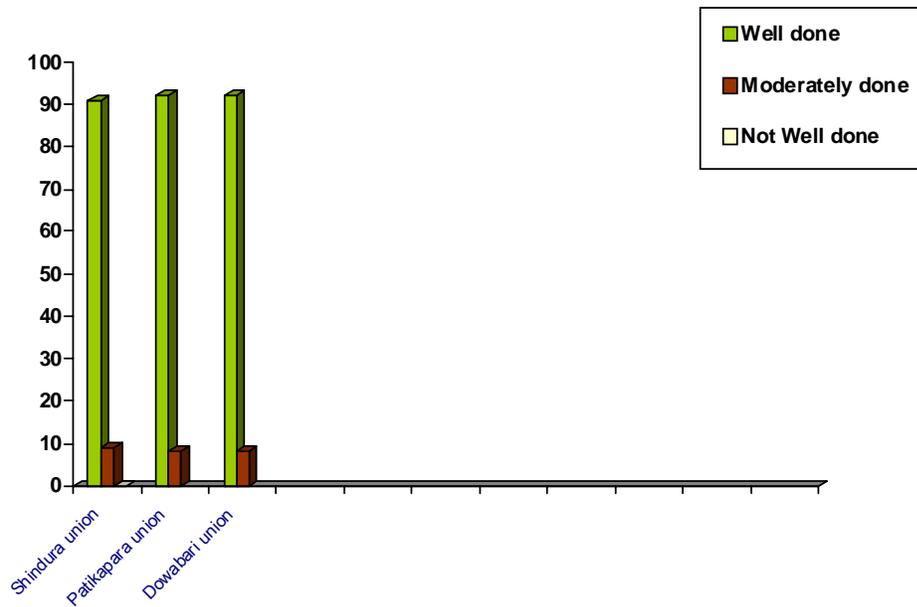


Diagram 67: Session evaluation, Lalmonirhat, 2008

It shows clearly that in the Lalmonirhat district it is 90% who opined that the training was well done and only less than 10% opined that training was moderately done. There was non who favored for Not well done.

5.4 Lessons Learnt: Qualitative Findings of the IDM and Specialized Follow Up Training

Participants took part in the aforesaid training in many ways like taking part in group discussion, poster paper presentation, interaction with each and keeping opinion on any issue, voting in the mood meter, evaluating the training course. Here are some of the findings excerpts from the different partners reports.

Here are some findings of participants evaluation of the training as excerpts from the partners submitted report

1. In what ways can this course be improved?

- Extend the days of training

2. What were the best aspects of the course?

- Participants attended in every session
- All the Participants participated in various ways and enjoyed it ;
- Facilitation Skill .



Photo: 68 A participant in IDM Training

3. What were the aspects of the course that could be improved?

- To utilize the audio/visual medium during training

4. Do you suggest inclusion of any other content in this course?

- There should have some field visit for practical experience
- Inclusion of CRA

5. Any other comments/suggestions:

- To arrange a training after every six months;

- Increase daily participants allowance
- Increase the number of facilitators with gender balance
- Need more recreational facilities

Photo 69: Chairman, UDMC in IDM training



Case Study: Chairperson, Union Disaster management Committee

IDM training course was very effective to enhance the capacity of UDMC members for disaster risk reduction (DRR). I have learnt some very important issues related to DRR. I now I think only the relief activities can not reduce the losses of disasters. Disaster risk can be reduced through enhancing the capacity of people. In this regard, training is the effective way where people can gain knowledge on disaster risk reduction. For sharing the learning from the training, I requested the members to discuss on the topics with the people who were not present in the course. All the UDMC members of our Union Parishad would work very closely to strengthen the capacity of the Union.

I express my gratitude to the organizers; I think such type of training should be organized regularly.

5.5 DMB Implemented IDM and Specialized Follow Up Training

Training division of Disaster Management Bureau conducted IDM and Follow up training as direct implementation agency alike NGO service delivery modality. DMB senior staff were trained as like partners NGOs. Strategy was same. Moreover DMB was assigned for conducting and briefing on some other specialized training like briefing for Government and NGOs on LDRRF, Training on Tsunami, IDM and Follow up training specially for District Disaster Management Committees along with Upazila Disaster Management Committee.

During the period of 2006 to 2009 DMB conducted in total 62 IDM training for the different DMCs like District Disaster Management Committee, Upazila Disaster Management Committees, Union Disaster Management Committees, City Corporation DMC, IDM Training for CPP officials, IDM training for CPP Volunteer in 13 districts where in total 2210 persons as members of varied DMCs received this training.

Types of Training and Briefing on Disaster Risk Reduction conducted by DMB

- **Introductory Disaster Management Training**
- **Specialized Follow Up training**
- **Disaster Management Training Activities Sharing meeting**
- **CRA training for DRROs and PIOs**
- **IDM training to LDR RF partners NGOs**
- **Training for LDRRF partners NGOs of CDMP and DMB officials**

Table13 : Participants of the District Disaster Management Committee

Serial	Designation
01	Deputy Commissioner
02	Assistant Commissioner, Land, Proper Upazila
03	Vice Chairman, Press Club
04	District Police Super
05	President, Chamber of Commerce
06	District Cooperative Officer
07	Deputy Director Agriculture Extension
08	District Livestock Officer
09	Civil Surgeon
10	Deputy Director, Social Welfare
11	District Education Officer
12	President, District Scout
13	All NGO representatives
14	Councilor, Paurashava
15	District Women Dev. Officer
16	Member, District Management Committee
17	DD, Youth Development Officer
18	ADC (E&D)
19	Food Controller
20	DRRO
21	DGM, BISIC
22	DD, Information
23	Chairman, District Chairman Association
24	Divisional Forest Officer
25	Assistant Commissioner, DC Office
26	Commander, Freedom Fighter
27	EE, DPHE
28	District Primary Officer
29	Officer, Fire Service & CD
30	CEO, District Council
31	NDC
32	A/E (R& H)
33	Engineer, PWD
34	All the UNO of the district
35	Other representative of Civil Society (Principal of different colleges)
Total	Around 50 to 55 member

5.6 Quantitative Results of DMB conducted Specialized IDM and Follow up Training

Participants of the training: Every training session was so successful regarding the number of participants. It has revealed that in average in Upazila level it was minimum 35 and in District level minimum 50 participants.

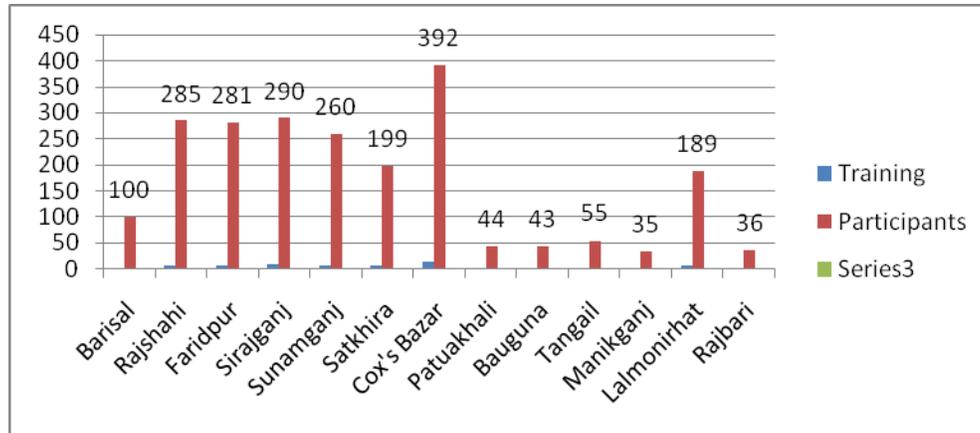


Diagram 70: District Coverage of IDM Training in different DMCs and participants

The above graph shows that there were 13 districts covered in the IDM training program where Cox's Bazar district was highest in the priority as 392 participants received training in that district. According to training recipients then Sirajganj and Rajshahi became second and third position respectively.

Table 14: Number of participants and different DMCs received IDM training from 2006 to 2009

Year	Participants	Different DMCs			
		District	Upazila	Union	Others
2009	817	23	23	3	12
2008	871				
2007	217				
2006	222				

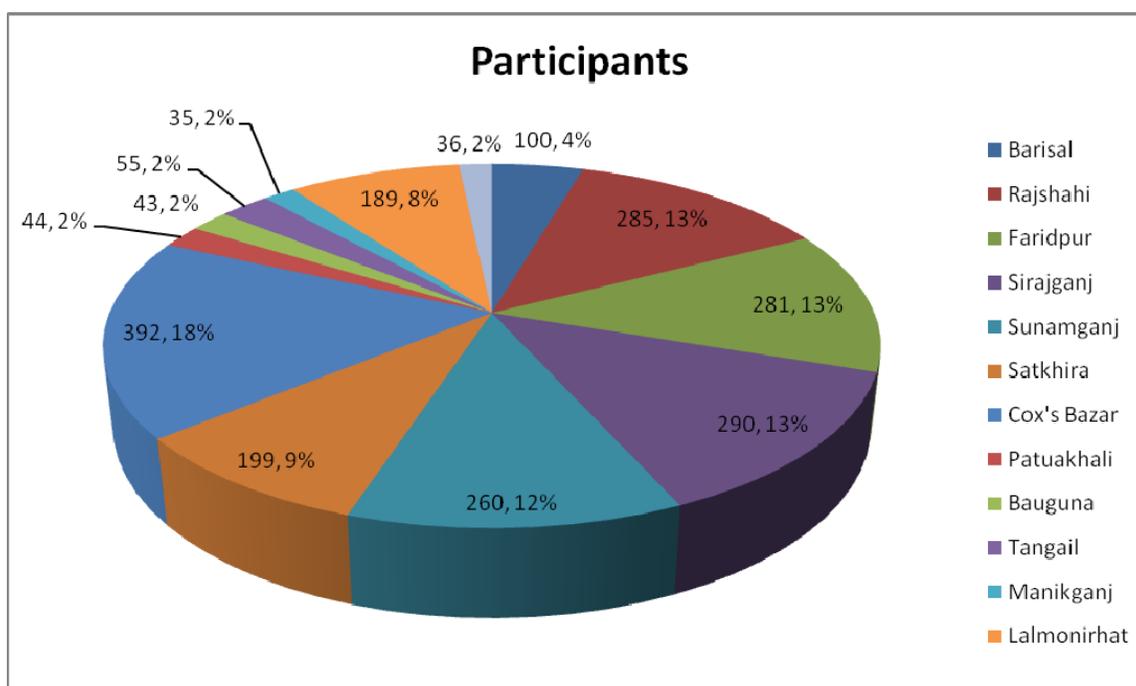


Diagram 71: District wise percentage of IDM training recipients

The above diagram illustrates that among the 13 districts Cox's bazaar was the highest in terms of IDM training recipients through varied DMCs that is, 18%. Sirajganj, Faridpur Sunamganj had 13%, 13% and 12% recipients respectively.

Results of Pre and Post test score of Upazila and District DMCs

Compare to the Pre test score the findings shows that majority of them acquired good number in the post test level. As a test case some of the districts result have been illustrated in the below-

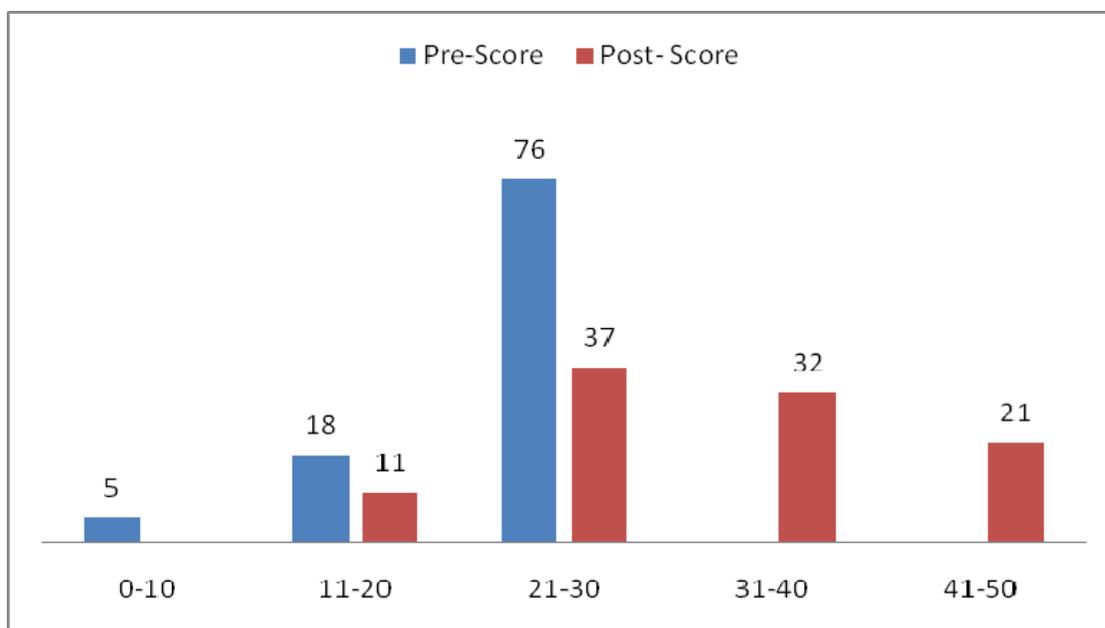


Figure 72: Pre and Post test score in Faridpur

As it was mainly for the Districts and Upazila level DMCs so it is certainly that most of the participants would have a certain level of understanding regarding Bangladesh Disaster management system. So in the pre score most of them acquired in the third range but none of them acquired in the fourth and fifth quartile. However we see that in the post test level among the participants 32% and 21% score the number in the range of 31-40 and 41-50 respectively.

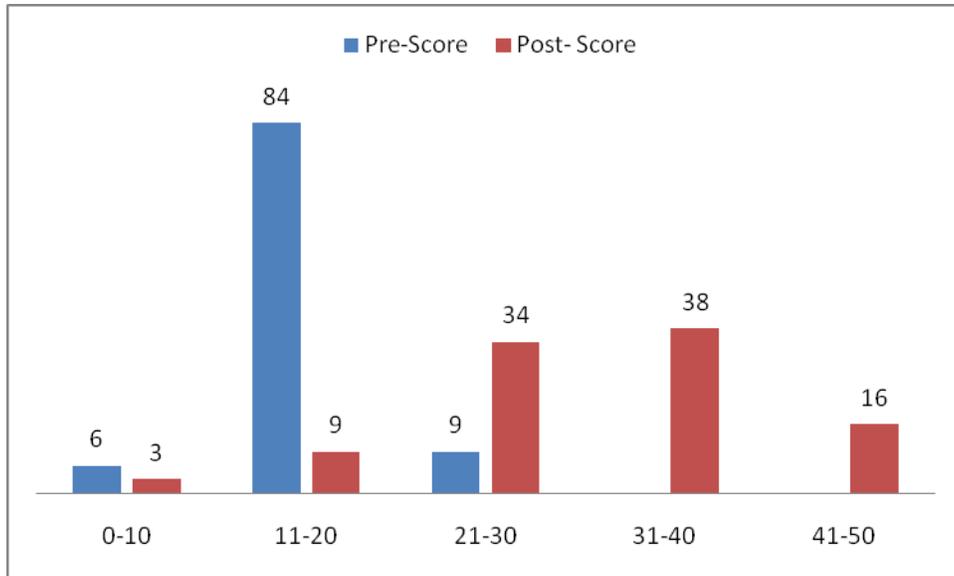


Figure73: IDM results in Patuakhali district

The above figure shows that in the pre and post test score of trainee where in the pre test level most of the participants acquired 84% where only 9% acquired 21-30 score. On the contrary it has been improved in the post test level. There were 38% and 16% in the range of 31-40 and 41-50 respectively.

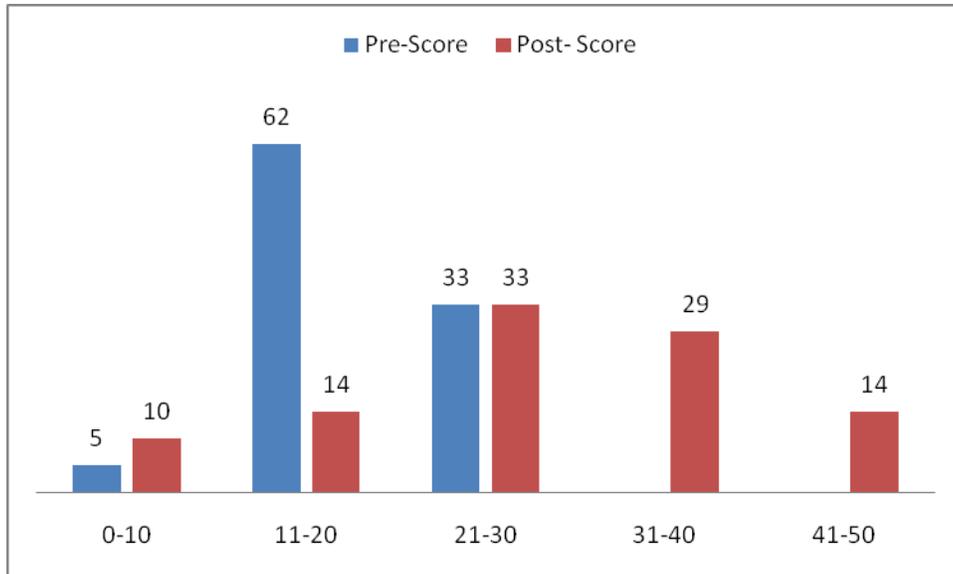


Diagram 74: Pre-Post results of IDM Specialized Follow up training in the Chargat Upazila, Rajshahi

The above diagram shows that in one of the Upazila DMC Specialized follow up training majority of the participants (62%) scored in the range of 11-20 number out of 50 and it has shown clearly that after receiving training participants post test score is improving as it has got down in the 14% and where as majority of the participants saturated in the third, fourth and fifth quarantine that is 33%, 29% and 14% . It clearly refers that training was successful as after training about 45% participants obtained in the range of 31 to 50 where as before training none of them has that scored.

Recommendation:

To gain success in any training programme time schedule have to be maintained.

As 100 days program (Government program) for the impoverished people was going on so that time schedule could not maintain properly as most of the participants were involved as they were public representative.

-
-
- *A Monitoring visit*
 - *Duabari Union IDM training supervision, Representative, DMB*
-
-

5-6 November, 2008

5.7 Supervision & Monitoring

Qualitative findings

During the implementation period different supervision and Monitoring instruments were employed to keep the track of the program within the line of program objectives. Here as example some of the instruments for ensuring the quality of the program are being illustrated.

Characteristics of Monitoring Guideline and tool:

It contains both qualitative and quantitative endeavors. Here an excerpt of a monitoring report has been presented that has been prepared based on the Trainers Performance Monitoring Checklist (Table 15)-

Evaluation of Trainers Performance

Achieved Score:

It has also shows that in that training two trainers acquired in average score 3.

Strengthens:

- Both the trainers were well prepared
- They had supportive mentality
- Their motivational capacity was so impressive

Areas for Potential Growth:

- Union Council Chairman should be confirmed earlier
- Time of the training should be considered the local economy and seasonality
- Involvement of all sectors in UDMC should be incorporated

Table 15: Trainer Performance Monitoring Checklist

Session Title: _____ Place of training held: _____ Key Trainer: _____

Others Trainer: _____ Date of training: _____

Number of Participants: _____

(Rating Scale: 1= Not Satisfactory, 2= Competent, 3= Proficient, N/O= Not Observed in this session)

Sl.	Imparting Skills	Scale	Comments
01	Explained the objective of the session		
02	Checked the existing knowledge on the topic		
03	Communicated in simple language and spoke at the level of participants		
04	Asked questions effectively and provided feedback		
05	Explained new areas		
06	Used training methods effectively		
07	Used training aids and materials properly		
08	Involved participants actively		
09	Provided relevant information on the topic		
10	Relationship between trainer and participants non-authoritarian		
11	Summarized the learning points		
12	Checked that the learning objectives are met		
13	Followed all the steps and sequence of the lesson plan		
14	Managed time properly		

Comments:

Supportive Supervision and Evaluation of NGOs

1. During the 2006 to 2009 there were implemented many actions for better continuation of the program from the component 2b. There are like writing request letter from DMB to the concern UNO, DC to cooperate partner NGOs to carry out training program (See Annexure 2), requested to carry out monitoring of the program etc.
- 2 In the year 2007 an evaluation was done among the partners who conducted IDM training in the first phase (See Annexure 4). Based on that evaluation findings six partners for the year 2008 (second phase) was identified among the previous 11 NGOs.

MOOD METER ANALYSIS

Mood Meter Index of the provided module of CDMP used in the training programme to assess mood of the trainees. Mood Meter Index was called for vote on different criteria such as pleasant delivery of the core trainers, necessary arrangement and material provided etc. Vote is given by trainees at the end of everyday training.

Here is an example of voting in the Mood meter. The diagram illustrated that in the day one of the training 23 participants vote in the pleasant face and only three in the satisfactory level and none of them vote for in the unpleasant. It is interesting that in the last of the training it was universally agreed that, that the day of the training course was a happy day.

Mood Meter

Table16: Name of District: Satkhira, Name of Upazila: Satkhira Sadar, Name of Union: Fingri

Day	☺	☹	⊗
First Day 22.10.08	✓✓✓✓✓✓✓✓✓✓ ✓✓✓✓✓✓✓✓✓✓ ✓✓✓ 23	✓✓✓ 3	
Second Day 23.10.08	✓✓✓✓✓✓✓✓✓✓ ✓✓✓✓✓✓✓✓✓✓ ✓✓✓✓✓✓ 26		

In this table shows that in the day one there was nine vote for 'Happy'/pleasant, nine was satisfactory and 5 of them was unhappy. The result shows that in average majority of them opined that they were happy during the three days training.

Table17: Mood of Trainees in the training programme, Harta Union Parishad, Ujirpur Upazila

Day	Number of trainees		
	Happy	Satisfactory	Unhappy
1st	9	9	5
2nd	10	7	6
3rd	12	6	5
Average	10	7	5

In one of the Upazila after three days of IDM training it shows that there were ten people out of 23 opined they were pleased, some of them said that the course is satisfactory and a few of them became unhappy. However in this training over all participation was not up to the mark level.

5.8 Experts Recall of the IDM and Specialize Training Program Development and Implementation Process

In the 24th November at 1, 30 pm a group of experts have had highly involvement, in the component 2-b of CDMP, DMB comprised assembled in a discussion meeting. This discussion meeting was held in the CDMP conference room. The name and detail of the distinguished participants of this dialogue session are attached in the annexure (See annexure 1).

The session was facilitated by the short term consultant Md. A Halim Miah, UNDP for this process documentation and Mr. A N M Wahidur Rahman, Training and Monitoring Expert, CDMP took part as a co-facilitator cum discussant. Mr. AHM Abdullah, Director, Training and Planning and Component Manager, Component 2-b, CDMP, DMB and Joint Secretary Gov. of the People's Republic of Bangladesh grace the session by attending and contributing through raising questions and giving his open hearted opinions. The duration of the session was 1 and half hours and whole the dialogue was recorded along with note taking.

Here are the issues of discussion where the focuses have been given-

Subject: Process of Documentation of IDM and Specialize Follow Up Training

The Focus area would be for discussion in the group:

1. Challenges faced during the preparation phase of IDM course design
2. Major Challenges in implementing the activities in the field level, the way how they were mitigated
3. What are the areas where we felt to improve but we could not? What were the causes of such if any?
4. What were the uniqueness of this program (Methodology, Used instruments, Assuring quality and quantity, Assuring transparency and accountability)
5. What your suggestions for further improvement of the program and

Any significant story/cases/comments of participants, identified during the trainee follow up that you observed, performed or happened in a team during the course of training program you could recall/ memoire or write down?

Salient features of FGD

Curriculum Development

- A group was formed for developing a training curriculum
- Responsibilities of the different DMCs were reviewed first

There was consultations with the varied DMC e.g. Paurshava, Union Disaster Management committee, City Corporation, Upazila, District

- There was developed new responsibilities of DMCs according to DRR
- A task analysis was done on the responsibilities of DMCs and questions were included whether they knew how to do like CRA
- A tool was used to assess their need and their recommendations were sought
- An outline was prepared mainly where they had lacked in understanding
- It was perceived that there would have some knowledge and some skills in the curriculum
- DMB has many (19) modules for different professional and citizens of the societies like for religious leader, module for fisher man
- Still our existing modules are mainly response oriented
- We need to develop a new module which will focus on risk reduction
- Considering timeframe and project framework a realistic way was considered that is a integrated module would be prepared for the trainers that will focus on Disaster Risks Reduction concept and based on this there would have another guide book for participants
- As model for a curriculum there was rigorous review works on different concepts, definitions like UN, ADPC, ADRC definition of disaster, Hazards, Risk,
- The current training module aims to make people understanding about the risk reduction and its difference with traditional relief and response system of DM
- As introductory training there has limited scope to emphasis on issues related to a particular profession or highly technical. it will mainly make people understanding about the conceptual shifting of disaster management for varied stakeholders
- As it is a generic (Present module) so it has common limitation and that is main barrier as this is only one which is made for cross section of people. But if we would like to orient the policy makers then there has no any guidebook but this one.

“Now there is only one module which is for all the professionals but this is not worthy as this general module could not mitigate the needs of different professionals. Like if we want to orient religious leader or students then this module will not be suitable for them”

- It has been urged the for developing different learning materials for different occupational groups, policy makers and experts. These could be hazards specific
- A curriculum should follow a process I think we could not follow all the process during the development of this training manual. However we started but it has been hindered due to many reasons
- *“ There was initial thought that, there would have IDM training at first, then CRA would be implemented and after CRA then LDRRF. But we could not follow this sequence in everywhere”.*

Challenges during the implementation of training

- Training venue is in the Upazila complex which hindered intensive participation of the different members like though Chairman was one of the participants but he went away to the room of UNO.
- There were a few who just usually signed in the attendance sheet but they wanted to their participants allowance
- An alternative training venue should be far from Upazila complex so that participants may be more attentive to the training as when they come at the Upazila complex (A second and very important Public Administration tier of Bangladesh) they, public representatives at grass roots level take the scope of contact with government officials.

“ We should be critical in analysis. We should consider all the sides both positive and negative. I think if we raise the negative issues then there would have chance to elope the many positives achievement. My observation is different. We have dealt with different types of local government institutions where most people are very influential in their respective community so they are always very busy. We should not expect all of them would likely act as regular learner. In my experiences I have found enormous participation. If we analysis participants category then we would see that among the 35 participants 50% to 60% of them were very attentive. Even they raise questions, argued. There are some who participated moderately and a few of them were in

attentive. This is training for adult and you can not tie them .I can say that if the training venue will be shifted from another place which could be far from their contact I think we would not find adequate participants. I have some real examples regarding the arrangement of training”.

Besides organizing training at the Upazila complex is perceived as the credit for UNO. Whatever the amount money that is given by me or by you but UNO takes the ownership. It is perceived UNO has arranged the training so that they have been honoured.

It is also a kind of ornamental thing if there present the UNO in any training program. If the training venue shifts to far away from UNO office then UNO would not feel interest to go there. It is not only that the training venue has been shifted, but really they have many duties where they have to be there as they are the most responsible person in that local administrative tier. If the Person likes UNO remains away for two or three days that is quite difficult as very often they have to carry out duty even in public holidays. If they do not participate in the training then it will be difficult to take schedule of other staffs and their attention for organizing training. I think so far options are there this option was identified by CDMP, which is the best.

“Another issue is that we all should be well acquainted that, when we will present such public activities we should make clear for all that Disaster Management is not the business of Disaster Management Bureau only. It is a business of all. Bureau just coordinates activities of all.”

“ If we deal with government staff then presence of senior staff of DMB will be get more priority than any expert of CDMP component. SOD has given us priority to others ministries of government so we should uphold this. The strategies which have been implemented in this component that created human resources within the DMB. Now they are skilled in facilitation which is asset forever”.

So I think this is the best option. One of the experiences is, once a NGO could not get schedule from an UNO. Then they were so terrible condition to organize their training in that area. That NGO then sought assistance from DMB. Then a letter was sent to that UNO so that he had to confess. UNO, SP like government officials have many businesses. They will not give schedule if the venue will be shifted in a distance place.

“Another option could be UNO, SP, DC like government officials may have separate venue and chairman, members and others could be separated”

“ In the earlier there was option that a selected participant can send his or her nominee so that nominee just would come for signing and allotted money. Later on I gave a letter so that system

has stopped. So ensuring participants involvement in the training it is also facilitator responsibility.”

“In some cases some NGOs provided higher allowance for the participants. This was varied as per individual NGOs bidding process. Those who submitted proposal where there was more allowance for the participants they provided comparatively higher training and travel allowances for trainees. This created questions in some places. This should not be. It must be similar for the same project. We would recommend strongly to have similar allowances during the implementation of similar project”

Areas of Curriculum Improvement

-The current training manual and hand book for participants are needed to improve. It should be revised by taking opinions of grass root people

- It should be similar strategy as like CRA where community is empower through the process and this manual should be like that.

- Its language should be easy to understand and should make more interesting

People’s response towards training

We including Mr. Wahid wherever we visited we have heard that,

‘ Sir we did not know this and this. We did not know about these things regarding disaster management now we have learnt from this three days training’

Whatever they learnt they could recall minimum eight to ten items from the training sessions what they were taught. They did not have perception about those things which were completely new for them. I think this is the unique of this program. This is the success of the training as they have been learned eight to ten new concepts through this training.

Training Methodology

- *“ I have talked with different UP Chairman they opined that it should reduce the lecture rather more field base tasks should be included”*
- There should have some video clipping in the training so that they will get attraction in the training

Whether it is feasible to use more audio/visual media in the training?

- In the component budget there may have miscellaneous budget and which can use for hiring generator
- When we have field trip we move with car. So that small generator can be purchased for this purpose.
- Next year in the NGO selection process having generator and capacity of utilizing audio/visual media could be incorporated
- However there had some group discussions, activities in the module but in many cases we did not get time as we could not start in duly. So in lieu of that there applied question answer session, which was participatory too but given methodology could not follow due to time constraints.
- We can introduce more activities like in the session of what are the responsibilities as a member of Union Disaster Management Committee.

Training Quality Assurance

“Training facilitation session is a kind of art”, what we could do in this regard? There were 123 NGOs who submitted EOI and among them 25 was short listed. Out of that eleven were selected finally. The experience is that when they applied then they used to give very rich curriculum vitae as a project personnel but after getting the works then those CVs are disappeared. I think, so far, none of them contract out with checking the CV of EOI

“So initially though we arranged training for two trainers in first phase. These two will train another two trainers from the respective organization. During the training we found that there were some trainers who could not even talk. So in the next year we arranged training for minimum two to four even some of them sent six trainers. So that we improved the training quality by developing available trainers and there were two groups of trainers for conduction of training, monitoring and as well as supervision and evaluation.

“I would share an experience. We from DMB conducted a life base training during the period of 2004-2006. We gave all the responsibilities to Upazila and District administration. We provided them budget lines and allocated money. They coordinated all. . I think that was not a bad strategy.

- This could be alternative of NGO service delivery modality
- When the reports would come? “ We were a team of two members. One of them stayed there for that day and he would come with report. Another one used to come earlier with financial report.

What strategy was followed as Monitoring to assure quality along with quantity?

- We developed an instrument for Monitoring which was utilized with some limitation of resource personnel as there were many training events in the project areas throughout. A very nominal number of monitoring has been done. However we were very care about the financial management issue but I think we should given more care about the quality assurance of training with an inclusion of a concise device for assuring the quality of the training.

-

Do we have scope for having external monitoring mechanism?

- *In the earlier of the program strategy was taken to activate the DRRO and PIO by involving them in this training program. So that in the piloted districts all of the PIO and DRRO were trained. This approach was not functioned properly. It has been identified that DRRO have other business, PIO used to say that DRRO would not give them permission to involve in the training program.*
- Another strategy we could implement; we may develop a resource pool in every Upazila and district by selecting the interested candidates. Then they will monitor and conduct the training
- We should develop a mechanism where there should be checked a certain number of events and an easy device should be filled by attending in the event.
- There are human resources in other programs of CDMP/ DMB also. They can be involved as Monitoring the program. Besides those who are joining in the public services some of them all ready have been trained in disaster issue so they can be involved with this process.
- A checklist can be developed which will be simple to use. It should not be descriptive rather system of putting score or yes /no type questions could be incorporated.
- CDMP has many programs where we could think it regionally. Earlier CDMP strategy was component wise but in this turn it would be different. In this turn there will have somebody who will monitor

5.9: Experts Recalled Significant Stories: Learning from the Grassroots People

Story 01: Missing link

Some days ago we conducted a lesson learned workshop. Some UP Chairmen gathered in a table. They were in attentive to the workshop. We asked them who have received IDM training please raise your hands? None of them could raise hands. Then suddenly one of the Chairmen recalled and said loudly to all the participants that, isn't that training which gave a bag! We then said to that particular group to sit together. Interesting event of this story still remains. We all disclose that those inattentive participants became very serious and they were writing more and more. Lunch time was expired, lunch became cool but they were in the arguments and very attentive in writing poster papers

Story 02

Don't them teach, Just Stimulate them

He was a very old and three times winner Chairman of Union Parishad. He wanted his one day participant allowance. But we have set ruled that those who will not attend in any of the days during three days training we will not approve allowance for that day. But he was unmanageable to understand. We were rigid in our principle. Then many of the participants tried to argue that this money was for him and none of them will be entitled for that money. So it is not a problem to provide the money to his hands. But we were strong enough not to encourage this unethical favors. Then we found that a principal of a private college came forward and took the stake in his hand. He made them all understand that it was unethical to demand the money though he was absent in that day. Then we saw that situation has been changed. The man who wanted unduly allowance he is cool. The congenial environment of the training venue came back. We got our confidence that if we uphold the principle then we can achieve. So we should rely on peoples and they also practice some principles in their lives.

Case 03

How Adult learns

Me and Wahid bhai went to Sahjadpur. We were facilitating training session might be on the responsibility and duties of the disaster management committee. It has been seen that some of the participants lost their attention to the lesson. Then I switch over the session to early warning message dissemination. I then described how early warning message could dissemination through Cell broadcast. I started that session and found that they were very enthusiastic and backed to the lessons. The asked me questions when this system would start? Etc. I have learnt from that event that if we arrange the session and select contents according to the participant necessity then we can get their attention. Then we could make the session participatory

6.0 Key Findings of the FGD

Disaster Management Bureau have many (19) training modules for facilitating, raising awareness, structuring group among the same profession and even different hazards specific. Current IDM learning materials are the substantive incorporation in the DMB's existing resources. However all these earlier modules, advocacy and other learning materials need to be revisited in the line of risks reduction.

Reviewed existing roles and responsibilities of DMCs, analysis the tasks of DMCs, Conducted Training Need Assessment (TNA) and then learning objectives, contents and, Learning materials were developed. So a curriculum development process which was followed which experiences and findings could be utilized for further development of different learning materials for different occupational groups.

The learning materials like Trainers Module and Participants hand notes do not completely reflect the results of TNA findings rather it has very lack in understanding the clients need and socio-cultural context

Target people as Audiences are not homogenous and these are the limitation of mingling all kinds of professional groups are being approached in same formula. Thus there are necessities like induce of risk reduction and counting the capacity of different audiences, area of working and scope of implementation. So it has scopes to further development.

In the initial plan which was more logical sequential arrangement because, at first there would have exposure on DRR through IDM, then CRA exercises in the community level which is planning from bottom to up, then allocation of fund through LDRRF. It was perceived that there were some challenges in coordination among different components of CDMP so that as per plan conduction of this linear sequence could not follow. Thus there was started CRA in some places without providing IDM and in some places neither IDM, nor CRA but directly LDRRF was provided. In this donor fund management has been questioned.

There was continues observation and follow up the overall process which was like an action research approach. During the initial stage of training implementation at the field level when it was explored some trainers were not standard as the provided TOT by the DMB then action was taken and trainers pool was extended so that all of the trainers had same training for conduction of IDM training for all the stakeholders.

However some trainers felt need a controlled, congenial and exclusive training venues which could keep away participants from their daily routines so that they will be more attentive in the lessons. But in practical it has seemed ambitious if we consider the reality of our socio-politico and the status, social, familial and political responsibilities of participants. Then it has been susceptible that ensuring of maximum participants would be challenged. So thus, can be said that utilizing local resources, considering socio-politico involvement and managing time of the training for most of the participants and their availability, CDMP applied strategy has been perceived the best.

Due to bidding process there were differences in providing participants among the NGOs which sometimes was questioned by the participants so there must have uniform principles and rules when implement a similar project.

Number of participant in each of the training was very good which is in average 35 and level of participation which also very encouraging and enthusiastic as many of them participated with full attention, took part in discussion and argued questions and even they acquired excellent number in the post test. However there were some scopes of development by improving learning materials, learning methods and extending the incentives of participants and trainers both.

Supervision, Monitoring and Evaluation process from DMB and component 2b followed some mechanism and utilized different devices where some of them were inbuilt in the training process like submitting both financial and technical report, participants evaluation, Pre and post training report and more over Monitoring report from external representative. Besides, initially there was attempted to involve DRRO and PIO for supervision and monitoring of training program which could not continue satisfactory. However there were some limitations due to lack of adequate number of personnel for assigning and covering the whole process but there was followed a systematic process which contributed to maintain the standard of training program.

Participatory training methods were used which was appreciated all the participants universally. However in the trainer's module it has many group works for making the session more participatory but very often it could not manage as sometimes training could not start in time. Besides it has some scopes to develop by integrating some skills, arrangement of video clipping on disaster risks reduction tools and techniques so that participants will feel more attraction and thus increase their level of participation.

Bengali version of two available IDM modules should be improved for easy to reading, understanding and communicating. Besides, it contents should be revised through community consultation process alike the CRA approach.

Hazards specific and considering the multiple audiences different types of learning materials were needed alike DMB there all ready have different modules for different professionals like module for religious leader, students, fisherman community. The lessoned could be taken from those modules.

6.1 Recommendations and Conclusion

The following recommendations have been articulated from the submitted reports of different NGOs as accomplishment of project, suggestions of participants in the different trainings in varied IDM training and findings from the FGD with the experts of DMB and CDMP as illustrated above which conducted in the 24th November 2009.

1. Revision of IDM training curriculum

A Disaster Management Curriculum should be developed mingling the concept of the Disaster Risks Reduction model for DMCs/ Civil Society organization and NGOs. This curriculum should be developed in the line of long term national disaster management planning and policy

Develop grade specific/ segregated learning materials for different audiences

Develop other advocacy materials/short books/ brochures/ pamphlets on Comprehensive Disaster Management and Disaster Risks Reduction

Develop audio/visual learning materials for cross section of people

In the curriculum revision/development process as well as during materials development consultation with curriculum experts must be ensured

2. Conduction of Training/Capacity development program

Partnership types could be extended like along with NGOs other Public educational and training institutions could be invited

As training venue along with Upazila Hall room at the Upazila level other public institutions could be incorporated

3. Supervision, Monitoring and Evaluation

Regular educative supervision as well as administrative supervision mechanism should be designed for the next phase.

Routine Monitoring process as sample basis can be strengthened

4. Documentation

However partners have submitted a kind of final reports undoubtedly this was very good practice and its carry a certain value but there had some scopes to make it more useful regarding the documentation and contribution in to the global knowledge, long term value. So an uniform reporting format having some common goal and objectives, minimum indicators or variables and analysis of available data should be oriented for all the partners

A position or post should be created for documentation of the project period throughout

5. This kind of adult learning program always needs special arrangement like how to make the training program interesting, how adult could be benefited by participating in the training and whether it could meet any immediate need or not and if the training can create some query to be answered then it can be said a successful training program. Thus there is first and fore most challenge of organizing such training is make sure that maximum participants will attend in the training session. In this regard having arrangement of participants allowances is realistic approach to consider whether a participant will come or not from a participant perspective. If there is such arrangement where participants in a program, participants like IDM training who are very important in their respective field or locality then getting honoured in different ways both cash and kinds can be appreciated by the participants. So in future it should take in to account seriously how these participants' allowances can be lucrative as this played very positive impacts for ensuring this overwhelming participation in the current IDM training.



Photo:75: Group work, IDM training, Machor UP, Faridpur ,2007

Annexure

- 1. FGD participant List**
- 2. Monitoring Device of IDM training**
- 3. Letter from DMB to the concern UNO for cooperation to carry out IDM training in the respective area**
- 4. Certification of Sub- Contractor's Performance**
- 5. References**

Annexure 1
Ministry of Food and Disaster Management
Disaster Management Bureau
Discussion Meeting on Short Term Consultant Documenting the Training
Process of Component 2b

Venue: CDMP Conference Room
Date: 23 November 2009

Time: 01:00 pm

Sl.	Name of Participants	Designation
01	Mr. AHM Abdullah	Director, Training and Planning and the then Component Manager Component 2-b, CDMP, DMB
02	Mr. Wahidur Rahman	Training & Monitoring Expert, Component 2b, CDMP
03	Dr. M. Shahadat Hossain Mahmud	CDMP
04	Mr. Otin Dewan	Senior Program Specialist, CDMP
05	Mr. Probir Kumar Das	Programmer, DMB
06	Mr. Netai Dey Sarker	Assistant Director, DMB
07	H.M Kabir Hossain	Research Officer
08	Mr. Md. Mohiuddin	Senior Project Specialist, CDMP
09	Md. Ezabat Ullah	Consultant M& E, CDMP
10	Mr. Syed Asraf	Communication & Media Specialist, DMB
11	Mr. Md. A. Halim Miah	Short Term Consultant, Component 2-b, CDMP, UNDP

ANNEXURE 2

MONITORING OF TRAINING COURSES

MONITORING GUIDELINES AND TOOLS

TRAINING AND BRIEFING AND PROGRAMME FOR THE DISASTER MANAGEMENT COMMITTEES
Comprehensive Disaster Management Programme

Ministry of Food and Disaster Management

OBJECTIVES OF MONITORING TRAINING COURSES

1. To ensure and help the Course Coordinator and trainers of sub-contracting NGOs to implement the training courses effectively as per the training guide/manual.
2. To provide feedback and technical assistance to trainers for improvement of facilitation, training and management skills.
3. To ensure that training conditions are acceptable to participants and adequate to support training.
4. To identify the need for future TOT/continuing education course for the Course Directors and trainers
5. To identify the areas for future curriculum review and updating.
- 6.

A. MONITORING GUIDELINES

1. After introduction of any new training course, the sub-contracting training organizations will be monitored for the entire duration of the course.
2. CDMP, DMB, DRR, short term consultants will monitor at least one full training course at the initial stage.
3. All monitors will make individual schedule and communicate with each other to avoid overlap. Training and Monitoring Expert will coordinate the overall monitoring visits.
4. Duration of the monitoring visit will be at least two days. Plan will be made such a way that different components of the training could be monitored during these two days spot check visit (sometime visits will be made without prior notice to the training organization).
5. Monitors will make spot check visits separately from PPPDU, if necessary.
6. At least one monitoring visit/spot check to be made to each sub-contracting training organization every month by concerned monitors.

7. The monitoring schedules to be prepared jointly by CDMP, DMB, DRR and short-term consultants every month.
8. For monitoring the training programs, monitors from CDMP/short-term consultant and DMB/DRR will constitute the two member team.
9. The Course Coordinator will also monitor the training courses and prepare report on the findings and will plan to improve the condition, if needed.
10. Training and Monitoring Expert of CDMP will be responsible for compilation and analysis of all mentoring checklists related to IDM training. Monitors for IDM training would send copy of their monitoring reports to Training and Monitoring Expert, CDMP.
11. Community Risk Reduction Specialist of CDMP, will be responsible to compile and analyze the findings of checklists related to CRA training. Monitors for CRA training would send copy of their mentoring reports Community Risk Reduction Specialist, CDMP.
12. Report on the findings will be prepared once in every 6 months.
13. Findings to be shared with the sub-contracting training organizations and the Training monitoring team members.
14. Based on the findings continuing education program will be designed for the course coordinator and trainers. CDMP may arrange continuing education course for the trainers, where necessary.
15. Training organizations will also document, on a sample basis, the performance of their trainers using the same checklists at least one for each trainer. They will analyze their own observations and identify areas where they need more technical assistance or upgrade their training and management skills.
16. Training organizations will inform the schedule of training courses or any changes in schedule to Training and Monitoring Expert, CDMP. This will help mentors plan their visits effectively.

B. STEPS IN MONITORING TRAINING COURSES

1. INTRODUCCION

- Meet with Course Coordinator and trainers.
- Explain your role (resources/supportive/reviewer/Cheerleader).

- Briefly review preparation for training.
- Share your checklists with them during your first visit.
- Invite the course coordinators and/or trainer to participate in the observation with checklists.

2. OBSERVE TRAINING SESSIONS

- Attend the full day training sessions.
- Use checklist as described in the monitoring guidelines.
- Ensure that the wrong messages are not conveyed to the participants.
- Facilitate during pre and post training assessment.
- Provide technical inputs during the session conduction wherever required at an appropriate time without hurting the trainer.

3. SHARE YOUR FINDINGS

- At the end of each day request each trainer to present short resume of his/her training session on the following areas:
 - Use of A/V aids and demonstration skills of the trainer
 - Participants' participation
 - Participants' feedback on the session
 - Areas for improvement and how?
- Share your checklist findings with the training team as a whole.
- Look for the things the trainers are doing right and praise them.
- Elicit ideas from the team on ways to continue the good findings and ways to improve the less than good findings.
- Try to work out a time to practice with weak trainer his/her next session so that the trainer can incorporate a few new techniques and feel more comfortable trying these out.

- Keep careful notes on the curriculum checklist as you completed these observations and in your meetings with the training team get their feedback on how they think things are going.
- At the end of the training, discuss with the course coordinator and the trainers about the major gaps observed in terms of logistics arrangement and the technical issues; so as to overcome these gaps during the subsequent training program.

4. DOCUMENT THE TRAINING

- Work with the course coordinator to prepare training documentation system for each participants that would include:
 - copies of their bio-data (profile) sheets and performance checklists.
 - course documentation, reporting and evaluation
 - results of evaluation and
 - recommendations for areas of improvement

5. REVIEW YOUR NOTES

- At the end of the day, review your own notes on the checklists and note from day to day the improvements and the areas that are still weak.

6. PREPARE PEPORT

- After the training is completed, prepare a write up on your work that includes:
 - Reflect in your assessment report the technical assistance you have provided.
 - Analysis of the curriculum, pre/post-test assessment of the participants and a summary of your daily meetings and in-puts.
- Also prepare a set of recommendations. For your recommendations:

clarify if the recommendations is for changing the curriculum for tasks that the course director needs to implement for table PRIME staff need to implement etc.

The checklists should be kept as attachments to these observations.

- o The reports should be submitted to person responsible that mention in the mentoring guideline.

(ANNEX-A)

TRAINER’S CLASSROOM PERFORMANCE MONITORING CHECKLIST

(To be filled up by Monitors of CDMP, DMB, DRR, Short-term Consultant, Course Coordinators and Peers.)

Session Title:

Place:

Key Trainer:

Date:

Other Trainers:

Rating Scale: 1 – Not Satisfactory, 2 – Competent, 3 – Proficient, N/O - Not Observed in this session

IMPARTING SKILLS	Scale	Comments
1. Explained the objectives of the session		
2. Checked the existing knowledge on the topic		
3. Communicated in simple language and spoke at the level of participants		
4. Asked questions effectively and provided feedback		
5. Explained new/difficult works and ideas		
6. Used training methods effectively		
7. Used training aids and materials properly		
8. Involved participants actively		

9. Provided relevant information on the topic		
10. Relationship between trainer and participants relaxed and non-authoritarian		
11. Summarized the learning points		
12. Checked that the learning objectives are met		
13. Followed all the steps and sequence of the lesson plan		
14. Managed time properly		
TOTAL SCORE		

CUT OFF SCORE:

RECOMMENDATIONS:

Observer:

Date :



(annex-B)

Session Review Form

(To review the sessions of any training course. To be filled up by the CDMP Monitors, Short-term Consultants, Course Coordinators and Trainers.)

Title of session: _____ Date: _____

Please tick (✓) the response that describes your feelings.

1. Do you think the objectives set for the session are appropriate for the participants?

Yes () No () if 'no' what changes do you recommend ?

2. Do you think this session contained:

Too little information () Too much information () Adequate information ()

Specify:

3. Do you think the duration of this session:

Should be increased () Just right () Should be decreased ()

If increased, which step/s:

If decreased, which step/s:

4. Did the content of the session match with the objectives of the session?

Yes () No () If no, then please explain the discrepancy:

5. Do you think that the sequence of the session is OK?

Yes () No () if no what changes do you recommend ?

6. Do you think that the training method suits with the objectives of the session?

Yes () No () If no, what alternate training method do you suggest:

7. Did any activity of this session left out which was listed in the facilitator's guide?

Which one and why: _____

8. Was there any difficulty explaining any part of this session?

Yes () No () if yes, what?

9. Do you think that training materials used in the session were appropriate and useful?

Yes () No () if no, Indicate which of the aids posed problems:

10. In your opinion, this session would be more effective, if (check any that apply):

- Use of more realistic examples and application ()
- More time to discuss theory and concept ()
- More and better quality training aids ()
- More effective trainer ()
- Other (specify)

11. Overall comments:

Observer:

Date:

(annex-C)

TRAINING MANAGEMENT ASSESSMENT CHECKLIST
(To be filled up by the CDMP Monitors and Course Coordinators)

Rating Scale: 1 – Not Satisfactory, 2 – Competent , 3 – Proficient, N/O - Not Observed in this course

ELEMENTS	Scale	Comments
1. Defined role of all trainers and staff members clearly		
2. Maintained liaison with relevant organization/department/UP and others		
3. Compiled and organized all reference materials for trainers		
4. COLLECTED/PREPARED ALL UPDATED TRAINING MATERIALS FOR THE PARTICIPANTS AND MAKE AVAILABLE IN APPROPRIATE QUANTITIES		
5. Kept all AV materials ready and available in proper sequence for use		
6. Prepared venue for use with chairs, proper lighting, ventilation and necessary AV materials		
7. Arranged food and other logistic properly		
8. Arranged transport for clinical practice timely and effectively		
9. Revised training schedule according to need (strike, hartal, holiday etc.)		
10. Conducted trainee follow-up as per guideline		
11. Conducted session and course evaluation on a regular basis		
12. Used feedback on sessions and course		
13. Submitted Training Event Reports and other reports as per guideline		
Total Score :		

CUT OFF SCORE:

COMMENTS:

Observer :

Date :

(annex-D)
Course Evaluation Form

(To be filled up by the participants)

PLEASE CIRCLE THE ANSWER YOU FEEL IS MOST APPROPRIATE. YOUR VALID ASSESSMENT WILL HELP US TO IMPROVE THE QUALITY OF OUR FUTURE TRAINING COURSES.

1 = Strongly disagree

2 = disagree

4 = agree

5 = strongly agree

- | | | | | | |
|-----|--|---|---|---|---|
| 1. | The course objectives were achieved | 1 | 2 | 3 | 4 |
| 2. | My personal expectations were met | 1 | 2 | 3 | 4 |
| 3. | The course was relevant to my work | 1 | 2 | 3 | 4 |
| 4. | The course materials were useful | 1 | 2 | 3 | 4 |
| 5. | The course was well-organized | 1 | 2 | 3 | 4 |
| 6. | The administrative support of the course was good | 1 | 2 | 3 | 4 |
| 7. | Travel arrangements during the course were good | 1 | 2 | 3 | 4 |
| 8. | The breaks and refreshment were adequate | 1 | 2 | 3 | 4 |
| 9. | The facilitators clearly stated the course objectives | 1 | 2 | 3 | 4 |
| 10. | The facilitators communicated effectively | 1 | 2 | 3 | 4 |
| 11. | The information presented will refine or improve my work | 1 | 2 | 3 | 4 |
| 12. | The content of the course was practical and useful | 1 | 2 | 3 | 4 |
| 13. | The sessions were well-organized | 1 | 2 | 3 | 4 |
| 14. | The trainers involved us in different course activities | 1 | 2 | 3 | 4 |
| 1. | In what ways can this course be improved? | | | | |
| 2. | For what topics would you have referred to have more time or more information? | | | | |
| 3. | What topics could have received less time? | | | | |
| 4. | What were the best aspects of the course? | | | | |
| 5. | Any other comments / suggestions: | | | | |

(annex-E)

SUMMARY OF TRAINING MONITORING REPORT

ORGANIZATION :

DATES :

OBSERVER :

Strengths:

1.

2.

3.

4.

5.

Areas for potential growth:

1.

2.

3.

4.

5.

6.

Recommendation:

Annexure 5: References

- ADB, 1991. Disaster Mitigation in Asia and the Pacific, Asian Development Bank (ADB), Manila, Philippines.
- ADRC, 2006. www.adrc.or.jp/BGD/2003/page2.html visited on July 11, 2006
- Adnana, Shapan et al. December 1992, “ People’s Participation NGOs and the Flood Action Plan”, An Independent Review, Oxfam Bangladesh, Dhaka
- Ahmed, Mohiuddin 1999 , Bottom Up: NGO Sector in Bangladesh, Dhaka: Community Development Library
- Bangladesh Action Plan for Flood Control: Success and Opportunity; Progress report, November, 1999, Bangladesh Government and World Bank
- BBS, 1992. Bangladesh Population Census, 1991, Community Series, Cox’s Bazar, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 1993. Bangladesh Population Census, 1991, Community Series, Satkhira, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 1996. Bangladesh Population Census, 1991, Community Series, Sunamganj, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 1999. Statistical Year Book of Bangladesh, 1998, Bangladesh Bureau of Statistics, Dhaka. BBS, 2000. On the Road to Progress: Achieving the Goals for Children in Bangladesh, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 2003. Population Census, 2001, National Report (Provisional), Bangladesh Bureau of Statistics, Dhaka. BBS, 2005. Bangladesh Population Census, 2001, Community Series, Lalmonirhat, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 2005. Bangladesh Population Census, 2001, Community Series, Rajshahi, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 2005. Bangladesh Population Census, 2001, Community Series, Sirajganj, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 2005. Statistical Year Book of Bangladesh, 2004, Bangladesh Bureau of Statistics, Dhaka.
- BBS, 2006. www.bbsgov.org visited on July 11, 2006
- BBS 2008 January 2009 www.bbs.gov.bd
- Bangladesh Environment Lawyers Association, in Folklore and Environment, 1995, Dhaka
- BNBC 1993, Bangladesh National Building Code, Ministry of Housing and Public Works.

Bangladesh Disaster Report 1998, Dhaka, MoFDM

Constitution of People's Republic of Bangladesh 24-2-1999, BG Press

Carney, D. (ed.), 1998. Sustainable Rural Livelihoods: What Contributions Can We Make?, Department for International Development, London.

CEGIS, 2001. Application of Agroecological Zones Database in Drought Management and Water Availability Assessment, Environment and GIS Support Project, Ministry of

Water resources, Government of Bangladesh, Dhaka.

CEGIS, 2005. Prediction for Bank Erosion and Morphological Changes of the Jamuna and Padma River, Center for Environmental and geographic Information Services

(CEGIS), Dhaka.

CEGIS, 2005. Report on Development of Arsenic Support System (ADSS), Center for Environmental and geographic Information Services (CEGIS), Dhaka.

Choudhury, Jamilur Reza 2005, "Options for Urban Disaster Risk Management : The Bangladesh Experience", Paper presented at the National Workshop on "Options for CPD 2001 Policy Brief on 'Industry and Trade' CPD Task force Report

Urban Disaster Risk Management in Bangladesh" organized by the Comprehensive Disaster Management Programme, MoFDM, on 28th May, 2005 at Hotel Lake Shore, Dhaka.

Chowdhury, M.H.K. and A. Hussain, 1981. Aridity and Drought Conditions of Bangladesh.

Tropical Droughts (Meteorological Aspects and Implications for Agriculture). Journal of WMO Program on Research in Tropical Meteorology, pp 73-80, New Delhi, India.

DMB 1997, Standing Orders on Disaster, Disaster Management Bureau, Dhaka.

ESCAP, 1995. The State of the Environment in Asia and the Pacific, ESCAP, Bangkok.

Gardner, Katy and Lewis David 1996 Anthropology, Development and the Post Modern Challenge, Pluto Press, London.

Hashemi, S and Mirza Hasan, 1999, Building NGO Legitimacy in Bangladesh

Joint Damage Loss and Need Assessment for disaster recovery and reconstruction after cyclone SIDR March 2008, A report prepared by the Bangladesh Government

Karmakar, S., 1989. Natural Disasters in Bangladesh: A Statistical Review. Paper presented at the seminar on Impact of Information Towards Mitigation of Natural Disasters, held on January 7-8, 1989 at BANSDOC, Dhaka, Bangladesh.

Lewis, Ded. 1999 International Perspectives on Voluntary Action: Reshaping the Third Sector. London: Earthscan

Matin, Nilufar 2002 ,Corporate Social Responsibility and Natural Disaster Reduction: Insights from Bangladesh, Dhaka

Miah, Halim et al 2009 , Injury Care, Preparedness during SIDR 2007: An experiential Analysis , ASCON 12, ICDDR,B, Dhaka 2009

National Plan for Disaster Management 2008-2015, Draft report, MoFDM, Dhaka

Nishat, Ainun et al 2000 , The 1998 Flood: Impact on Environment of Dhaka City, Dhaka

NWRD, 2001. National Water Resources Database, WARPO, Dhaka

Sen B., 1996 Risk, Vulnerability and Poverty in Bangladesh: Issues and Evidence (Variations on a theme), BIDS

Siddiqui, K. U. and Hossain, A. N. H. A. (ed.), 2006. The Impact of Floods on Bangladesh and Options for Mitigation: An Overview, In: Options for Flood Risk and Damage Reduction in Bangladesh, The University Press Limited, Dhaka.

UN/ISDR, 2004. Living with Risk: A global review of disaster reduction initiatives, Inter-Agency Secretariat of the International Strategy for Disaster Reduction (UN/ISDR).

UN/ISDR, 2006. Disaster Statistics, International Strategy for Disaster Reduction (UN/ISDR), published at <http://www.unisdr.org/disaster-statistics/pdf/2005-disaster-innumbers.pdf>, updated on July 21, 2006

UNEP, 2001. Bangladesh State of the Environment, United Nations Development Programmes (UNEP), Thailand.

WARPO, 2005. National Adaptation Program of Action (NAPA): Water, Coastal Areas, Natural Disaster & Health Sector, Water Resources Planning Organization (WARPO),

Dhaka.

World Bank,2003. Towards a More Effective Operational Response: Arsenic Contamination of Groundwater in South and East Asian Countries, A Research Paper of World Bank