

Society for Bright Social Services

Annual Report

2022



Flat A-1, East Asia R View
22, North Mugda, Dhaka-1214.
Cell No.: 01783599520
E-mail: brightsocial99@gmail.com
Web site: www.sbssbd.org

SOCIETY FOR BRIGHT SOCIAL SERVICES (SBSS)

Annual Report 2022

Edited by
Ferdous Ahamed

Design & Layout
Society for Bright Social Services (SBSS)

22, North Mugda, Dhaka- 1214
Cell Phone: +88 01783599520
Email: brightsocial99@gmail.com
Web Site: www.sbssbd.org

Background of SBSS:

Society for Bright Social Services (SBSS) is a non-profit and non-political national level non-Government voluntary development organization working for socio-economic development of the Urban and Rural poor people of Bangladesh. SBSS was established in 1999 and worked various development activities at village, union, upazila and district level areas Bangladesh. The organization was registered with the Department of Social Welfare in 1999, Joint stock Company in 2003 and Bureau of NGO affairs of GOB in 2010. Society for Bright Social Services (SBSS), an outcome of the dream of a group of highly educated and ambitious for the positive changes of our society, hardworking/devoting and like-minded youths with missionary zeal to bring meaningful change in the fate of the target group of the country and aiming to support the under privileged, deprived, distressed and vulnerable people of the community. Just after formation of the Organization, with an aim to bring the noble thought of the dynamic group of youths into reality, it initially undertook the development-based activities for the betterment of the have not groups who were the worst sufferers. SBSS management also laid utmost importance towards developing “networks” among and with the Organizations those are engaged and endeavoring to bring about positive change in the fate of vulnerable groups of the country. Thus, SBSS is associated under the approach of membership with as many Institutions/Organizations and Networks. SBSS has been successfully carrying out projects in the fields of Education (Formal, Non-Formal, Reflect), health, nutrition, nutrition education, HIV/AIDS & STD, agricultural, fisheries, livestock, different types of training, Skill development training, safe water sanitation, human rights and good governance, Gender Development, Irrigation Management, Forestry and Environment, Capacity Building, Disaster Management, relief and rehabilitation activities including survey, research, study, monitoring, supervision, evaluation, follow-up activities.. The organization activities with the initiatives of some young, energetic social workers with a view to enlistment of the poor, ultra-poor, distressed, vulnerable people and minority groups especially women empowerment and child rights of both rural and urban areas

Society for Bright Social Services (SBSS) has been working with the aim to establish human rights and justice especially for the neglected and deprived men, women and children in its working areas. Through policy and advocacy at local level SBSS has always been working to ensure better services from different service providers since its inception. SBSS always give emphasis to eliminate all kinds of violence and it has been working with the community people to remove all kinds of gender discrimination from family and local level.

The social workers involved with the establishment of Society for Bright Social Services (SBSS) had a long experience in rural development, micro finance management and relief and rehabilitation activities.

SBSS started to work in 1999 after having registration from the Ministry of Social welfare. It has started its activities by own initiatives with group formation, organize weekly meeting for Women. Groups Women started to know their rights from weekly meetings and discussion. Presently SBSS working in the field of Disaster management, Poverty alleviation, Training, Education, Agriculture, Water and Sanitation, Health & Nutrition, Advocacy, Legal Assistance & Arbitration, Technical Support Program with assistance from community people, local government, GOB officials and Donors.

Introduction

Society for Bright Social Services (SBSS) is a non-Governmental voluntary Organization (NGO) established in 1999 with an aim to dedicate its mission towards the development of the poor.

Legal Status:

SBSS has been recognized as one of the non-profitable and voluntary developmental national level organizations, being registered under several regulatory concerns that are as follows:

✚ Department of Social Service 1999

Vision:

Equal opportunity for all men and women and poverty free just and equitable society

Mission:

SBSS has ever been obliged and in due diligence in efforts and endeavours towards the visible development of economic and social empowerment of the rural poor & free from all kinds of discrimination and suppression through the implementation of different development programs at the national and grassroots level with funding from the Government of Bangladesh and Foreign Donors.

SBSS core target is to see the gender sensitized sound environment, a just and poverty-free society that will be free from all kinds of discrimination and suppression.

Goal:

Equal opportunity for every man and women and poverty free just and equitable society

Objectives:

- To eliminate all kinds of violence, gender discrimination and to establish human rights at family and local level
- To make the people united and strength capacity for gaining their access to all accessible services and recourses
- To create employment opportunities, resources and skills for the underprivileged men and women to improve their livelihood
- To build capacity and accountability of all local level institutions to provide better services
- To reduce mother and child mortality rate as well as promote better health services in rural areas
- To reduce sufferings and losses affected by natural disasters and create a sound and friendly environment
- To undertake poverty alleviation initiatives through micro finance
- To develop & promote needy human resources for IT and other technical services in the working area.

Approach of SBSS:

Society for Bright Social Services (SBSS) is successful by identifying itself closely with a client and involving itself day to day in client's operations. We have learned through long experience that cultural differences are real and must be understood thoroughly if the changes that our clients and we want to see are to be achieved. We are patient, but determined. We are committed to innovation but respectful of the contexts into which new ideas are to be introduced. We know that every successful assignment is really a joint venture. **SBSS** is itself a learning organization, unlocking the capabilities of its own people. **SBSS** is a direct implementing organization.

Networking Bodies:

- Campaign for good governance (Supro)
- Bangladesh Manobadhikar Samannoy Parishad (BMSP)
- NGO Forum for Drinking Water Supply and Sanitation
- Bangladesh Shishu Adhikar Forum
- People's Health Movement (PHM)
- STI / AIDS Network of Bangladesh

Development Partners

- Department of Women's Affairs, Ministry of Women and Children Affairs
- Local Government Engineering Department
- Bangladesh NGO Foundation (BNF)
- Bangladesh Centre for Development Journalism & Communication (BCDJC)
- Steps Towards Development (Steps)

Geographical Program/Project Operational Areas:

Society for Bright Social Services (SBSS) has been working in different types of project/ programs in different areas of Bangladesh. The working areas of Bangladesh are rural and urban areas including coastal area, char area and other flood areas. SBSS has been implementing of the various types of project/ programs in the areas are described below:

Sl. No	Name of District	Name of Upazillas
1.	Dhaka	Dhaka South City Corporation
2.	Cumilla	Cumilla City Corporation, Chaudagram
3.	Sylhet	Biswanath, South Surma, Fenchoganj, Balaganj, Kanaighat, Bianibazar, Jokiganj, Golapganj, Sylhet Sadar, Jointapur, Goainghat, Companiganj
4.	Hobiganj	Baniachang, Ajmeriganj, Chunaroghat, Nabiganj, Madobpur, Hobiganj Sadar, Bahubal, Lakhai
5.	Moulovibazar	Kamalganj, Srimangal, Juri, Kulaura, Rajnagar, Barolekha, Moulovibazar Sadar
6.	Sunamganj	Bishwamvarpur, Chhatak, Dakshin Sunamganj, Derai, Dharamapasha, Dowarabazar, Jagannathpur, Jamalganj, Sullah, Sunamganj Sadar, Tahirpur
7.	Brahmanbaria	Brahmanbaria Sadar Upazila, Ashuganj Upazila, Nasirnagar Upazila, Nabinagar Upazila, Sarail Upazila, Bancharampur Upazila
8.	Kishoreganj	Kishoreganj Sadar, Nikly, Midamoin, Austagram, Itna.

Sl. No	Name of District	Name of Upazillas
9.	Netrokona	Madan, Khaliajuri, Kalmakanda, Mohongonj
10.	Magura	Magura Sadar, Mohammadpur
11.	Shariatpur	Shariatpur Sadar
12.	Bageraht	Kachua
13.	Jashore	Gadkhali
14.	Chuadanga	Jibannagar
15.	Jhenaidah	Kaligonj

Core Programs of SBSS

Society for Bright Social Services (SBSS) has been implementing the following core programmes with the objective to reduce the vulnerability as well as to enhance the capacity of the neglected poor in Bangladesh.

- Capacity Building
- IT/ICT & Freelancing
- Vocational Training
- Socio-Economic Empowerment
- Non-Formal Education
- Water, Sanitation and Hygiene (WASH)
- Ramadhan Program
- Qurbani Program
- Repairing and Renovation of Mosque Program
- Climate Change & Resilience Program
- Disaster Risk Reduction (DRR) and Food Security

Governance

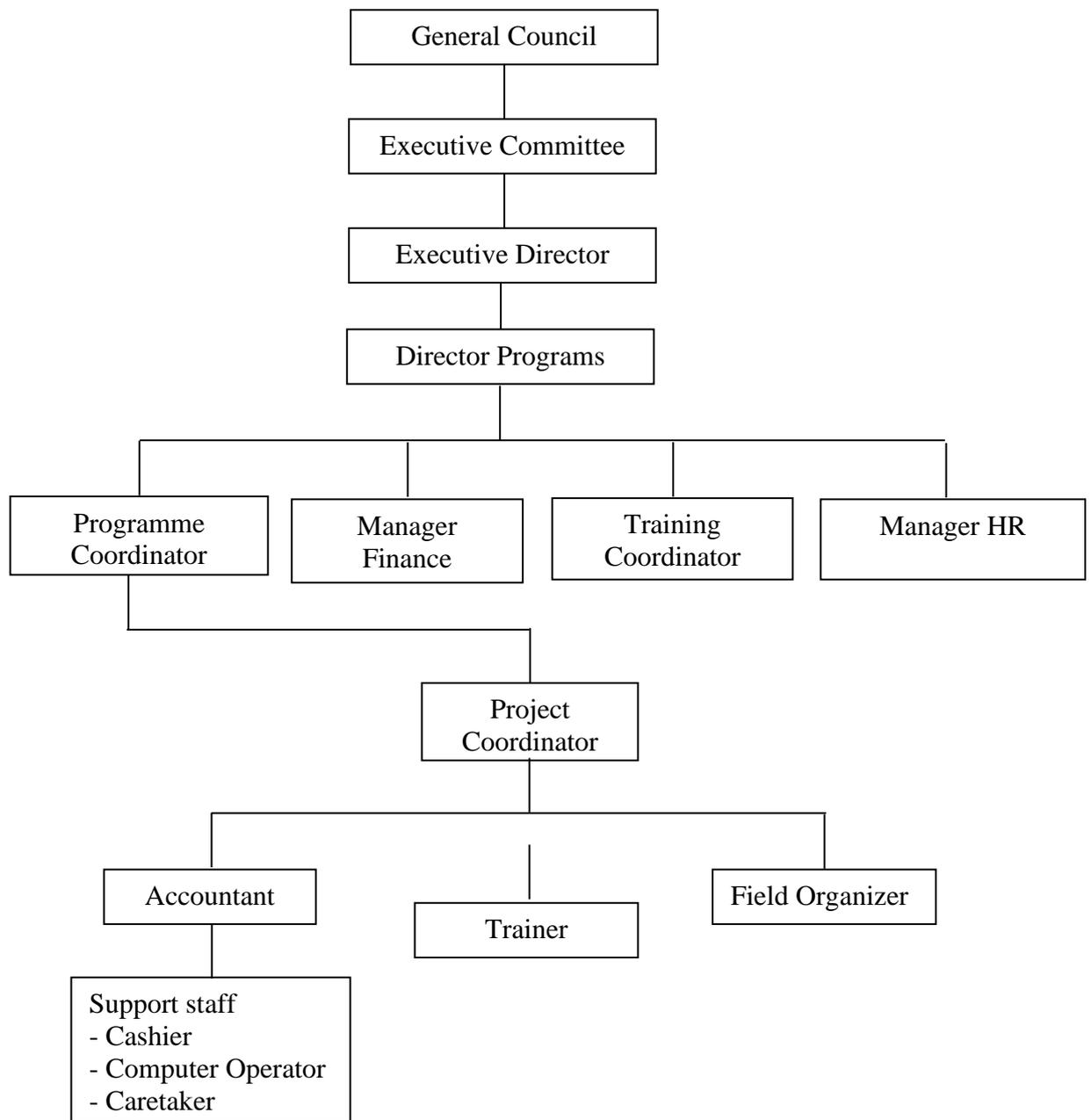
According to constitution, general members are the topmost authority of SBSS. Annual work plan, budget, annual report, EC meeting minutes/resolutions, all kinds of audit reports on project operation are finally approved by the members through annual general meeting. Two annual general and Six EC meeting has been held during 2021.

Executive Committee:

SL	Name	Qualificaiton	Designation
01	M. Mobarak Ali	MBA	Chairman
02	Gulista Khan	BSc in Ag.	Vice Chairman
03	Ferdous Ahamed	MSS, MBA	General Secretary
04	Wahida Yasmin	MSS	Assistant Secretary
05	Md. Salim	MSC	Treasurer
06	Md. Abu Hanif	M.Com.	Executive Member
07	Sifur Rahman	B.A.	Executive Member

Chairman is the head of organization and the Secretary Generale is the head of program implementation. Secretary Generale is now acting as Executive Director of the organization. All sorts of organizational activities have been implemented by Director programs, Deputy Directors and Project Coordinators consequently in the field level.

Organogram



Programme Brief:

Capacity Building

The main objective of this programme is to build capacity of the development partners. In this response, SBSS attempts to develop strong small samities (groups) at the grassroots level by uniting them. It is contributing to develop their organization with equal participation of men and women at the local level, and establishing rights and raising collective voices against all types of discrimination. The programme also stresses for the empowerment of women by creating a positive atmosphere so that women can easily create and control their own recourses along with easier access to government facilities.



Objectives:

- To increase knowledge, resources and skill of underprivileged men and women
- To develop people's organizations and their collective voices
- To increase the rate of literacy and quality education
- To build the capacities of

community level stakeholders and institutions.

Major Activities

- Formation of small groups and village development committees
- Develop federation at Union and Ward level
- Provide various human and technical skill development training as well as study tour
- Organize workshop, seminar and community mobilization
- Ensure Non-Formal Primary Education as well as Secondary education
- Develop advocacy and networking



IT/ICT & Freelancing

Bangladesh is a densely populated country and half of her total population is women. Development in all spheres of this vast population is highly needed to ensure the long-term economic stability and prosperity as a priority. Women empowerment is therefore a development challenge for ours as most of the women are not involved in economic activities. Under the Government Digital Bangladesh policy and the thrust sector initiative an atmosphere exists for accelerated growth and meaningful engagement through active interaction and transforming country into medium income economy and achieve Vision 2021 by ensuring the full participation of women in economic activities. This is a great opportunity for the women because this political assurance



has created internet connectivity almost all over the country and related infrastructures are also developing. Women can take this opportunity but they need to be trained properly.

Human resource is the most important component for IT industry. Bangladesh has a huge educated, unemployed youth force with the ability



to read and write English. Government has already started a project to develop Computer Programmers in Bangladesh. All the universities are offering one-year post-graduate Diploma course for the graduates. BASIS along with concerned Ministries and agencies of government have been working towards country branding in the global market,

along with expansion of local market and creation of skilled IT workforce, and creating employment for them to establish Bangladesh as the next IT destination.



Young generation in Bangladesh is very much enthusiastic and interested in IT as the future of their career. There are numerous computer clubs, computer festivals, programming contests, web design contests, IT related seminars and discussions in many cities of the country. About 16 ICT related magazines and four digital IT magazines are being published monthly and some daily newspapers publish IT pages once/twice a week. A few of the

magazines are published in collaboration with other international magazines, however, most of these are Bangladeshi origin. A number of business centres started their operation recently. Most of these business centres provide e-mail; e-mail to fax,

phone-fax services and cyber cafes offer Internet browsing. Recently there has been a surge in E-commerce activities in Bangladesh. Government is now formulating laws for e-commerce to enhance the business rapidly and smoothly.

Vocational Training

Vocational education or Vocational Education and Training (VET), also called Career and Technical Education (CTE), prepares learners for jobs that are based in manual or practical activities, traditionally non-academic and totally related to a specific trade, occupation or vocation, hence the term, in which the learner is able to prepare himself for self-employment and starting of own business or workshop with small amount of capital.



Some skills you can learn through vocational training:

Depending on area of study, there are many skills that could earn through vocational training. Some of these include:

- Carpentry
- Masonry
- Automotive repair
- Cosmetology
- Cooking
- Design
- Automobile Engineering
- Computer Office Application
- Radio & TV Servicing
- Dress Making & Tailoring
- Shop Management
- Linking Machine Operator
- Industrial Sewing Machine Operator
- Mushroom Cultivation
- Handicraft
- Metal Work
- Bee Keeping



Strong vocational training drives business success, regional economic development and individual job satisfaction. Modern, industry-relevant curricula are key to attract and qualify employees, and to close the gap between available and required practical skills at the workplace. Governments, industries, schools and individuals are constantly looking for solutions to close these gaps arising with technological and economic developments.



Society for Bright Social Services (SBSS) offers opportunities to the intended candidates for Vocational training to the above-mentioned trades courses on affordable expenses. The Organization has its own training Institute with free accommodation facilities decorated with all necessary equipment and accessories

Socio-Economic Empowerment

The social and economic systems of any organization are influenced by a range of factors including nature of business activities, financial inflow and outcome of implementation of development programs through different windows.

SBSS has contributing on the socio-economic empowerment for both rural and urban poor people especially poor men and women of the society through implementation of different



income generating activities, intervention of technical training and ICT/Freelancing program. SBSS has progressed through learning by doing, adjusting its strategy with prevailing situations. SBSS has also created an innovative, multidimensional innovative agriculture and ICT freelancing based capacity building interventions for generating employment and



income initiating other alternative income sources for poverty alleviation through local resource mobilization, use of ICT freelancing and improved agricultural facilities/technologies are considered, build assets are significant elements of this program through following program interventions:

1. The Provision of Development Support Services to women under the Vulnerable Group Development (VGD) Program
2. Haor Elaker Subidha Banchito Narir Orthonaitik O Samajik Khamatayaner Jonno Aye O Karmoshangstan Brriddhi Kormosuchi
3. The Capacity Development of Selected Destitute Women Crews in Cash for Work (CFW) Component under Rural Employment and Road Maintenance Programme (RERMP-2)
4. Hobigonj Jillar Subidha Banchito Narir Jibon Dokhatta Unnayoner Jonno Shochatonata Brriddi Program
5. Strengthening movement to advance women's rights and gender equality
6. Alleviating Poverty of Hardcore Poor Women of Chouddogram upazila under Cumilla district through integrated house hold economic security



Non-Formal Education

Education is considered a basic necessity and the most important tool to develop people's mind and create awareness. The deprivation of a vast majority people of the right to education is an impediment to economic, social, political and cultural development.



The SBSS main concern is to enable the poor to understand their situation and to be aware of their rights. If the right to basic

education is ensured, the poor can be aware of their rights and can mobilize themselves to assert their rights.

Objectives:

- a) To increase the adult literacy for non-literate group members
- b) To develop post-literacy centers for the neo-literates to reinforce, regenerate and sustain literacy skills
- c) To increase the enrolment of children of the poor households to enhance further growth of literacy
- d) To setup non-formal primary education (NFPE) for the dropped-out and un-enrolled children of 8-11 age group



Activities:

- Adult literacy for non-literate group members
- Post-literacy centers for the neo-literates to reinforce, regenerate and sustain literacy skills
- Enrolment of children of the poor households to enhance further growth of literacy
- Non-formal primary education (NFPE) for the dropped-out and un-enrolled children of 8-11 age group



Water, Sanitation and Hygiene (WASH)

SBSS puts emphasis on Water and Sanitation Management Programme to increase the awareness on Primary health care and WATSAN to ensure disease free environments at community levels. This programme has been considerate as a significant component of the organization. Organizes awareness sessions and trainings on different primary health care issues, motivates beneficiaries for using safe drinking water and installation of water sealed latrines.



Objectives:

- To increase the awareness of individuals, families and society to combat health problems
- To reduce health hazards in public life
- To increase competence and capacity at individual and family life to encounter health hazards
- To improve the status of services among affected people
- To prevent preventable diseases



Activities:

- Organize training, workshop, seminar, sessions and campaign program to make people aware of health, water and sanitation issues
- Facilitate people to set up latrines and tube-well and to change behavioral practices
- Ensure medical services for protesting water borne diseases
- Increase coordination and collaboration among the service providing organizations and institutions



Ramadhan Programme

Ramadan is a holy month of fasting, introspection and prayer for Muslims, the followers of Islam. It is celebrated as the month during which Muhammad (SM) received the initial revelations of the Quran, the holy book for Muslims. Fasting is one of the five fundamental principles of Islam.

Most of the poor and helpless Muslim families cannot afford quality food for fasting during Holy Ramadhan. So, most of the poor Muslim families have to struggle to ensure three times



meal due to



unaffordable price hike during the month of Ramadan. For this reason, SBSS solemnly desire to distribute food packages among the needy and helpless Muslim families in participatory manner involving local representatives and respectable generous persons of the community every year on humanitarian ground.

Qurbani Programme

Qurbani is an annual tradition for Muslims across the world and involves an animal sacrifice in recognition of the Prophet Ibrahim's own willingness to sacrifice his son for the will of Allah (SWT). At the last moment, Allah (SWT) replaced Ibrahim's son with a ram, saving his life and rewarding Ibrahim's devotion. That is why Muslims pay Qurbani and in doing so, we also help impoverished families and communities receive their share.

Qurbani or *Udhiya* refers to a sacrifice done



in an effort to come close to God. It is an act of worship that Allah (SWT) asks of us in the month of Dhul Hijjah. Performed during Eid Al-Adha, this sacrifice done by Muslims around the world is an act that commemorates Prophet Ibrahim's (AS) legacy of selfless submission and sacrifice.

Most of the Bangladeshi poor Muslim families living in village couldn't afford three meals a day let alone meat. Their

standard of living is very low with poor accommodation system, least access to education and healthcare, and limited capability to arrange sufficient food. The irony of fate is that in some cases, these unprivileged people live without having any meat for the whole year including Eid day. Perceiving this reality, SBSS has undertaken

Qurbani initiative to share happiness with this kind of vulnerable and ultra-poor Muslim families on the occasion of Eid and to help fulfilling their health and nutrient requirement.

Like every year, SBSS carefully selected the Muslim families, purchase cows and sacrifice following Islamic shariah and distributed the meat among the poor Muslim families in a participatory way involving project implementation committee, local govt representatives and respectable persons of the community in order to implement the Qurbani meat distribution program successfully.

Repairing and Renovation of Mosque Program

When a Muslim die, his deeds come to an end except for three things: Sadaqah Jaryiah (continuing charity), beneficial Islamic knowledge, or virtuous descendants who pray for him (Ref: Muslim Hadith#)

The messenger of Allah (saw) said “Whoever constructs a masjid for Allah, Allah (saw) will construct a house for him in Zannah (Ref: Bukhari Hadith #)

A masjid is at the heart of any local Muslim community. This religious institution provides a place for its worshippers to pray and contemplate as well as being a hub for educational programmes and other everyday services. The role of the masjid is to help people learn more about Islam and to nurture their moral and spiritual development

So, by constructing a masjid, you will not only earn the reward of providing a community with a house of Allah, but your Sadaqah Jariyah will continue giving benefit for generations to come inshallah.

keeping this spirit, SBSS will undertake rural masjid construction, repair and renovation program in different rural-based districts especially in remote rural areas of Bangladesh for the sake of the Muslim community to help and guide them to



become good Muslim. So, to satisfy Allah (saw) as well as to become your dream come true, we the SBSS with you, please share your idea, plan or dream and financial support with us, our team of qualified architects, civil engineers and project managers will be with you, every step of the way surely inshAllah. We can support you through constructing a new masjid or repair or renovation of the existing masjid as per the need of the community or if you want to customize the facilities of an existing masjid according to your budget for example you can add prayer mats, lighting, fans, library, air conditioning, a dedicated education section or to make the mosque disable friendly constructing ramps. A water well will add benefit by providing clean water for drinking and wudu.



Climate Change & Resilience Program:

The Climate Change Program represents the core of SBSS's activities and the program approach aims at building and developing capacity both at the community and the country levels to deal with the impacts of climate change, both on adaptation and mitigation.

At the regional and national level, networks are created such as with centers of excellence and international organizations working on climate change, to produce resource materials such as training modules, climate screening tools that are tested and disseminated for wider use.



Objectives:

- a) To increase the capacity of individuals, families, and societies to combat climate change affect
- b) To increase the competence and capability of the local government, other government and non-government institutions and communities to mitigate climate change effect
- c) To prevent environment degradation through raising mass awareness, proper management and preservation of the environment



Activities:

- Organize training, workshop, seminar, sessions and campaign program to make people aware of the effects of climate change
- Organize skill development trainings and transfer technologies on environmentally friendly agricultural activities
- Prepare and update contingency plan
- Risk and resource mapping, formation of volunteer group and nature protection committee



Disaster Risk Reduction (DRR) and Food Security

SBSS puts emphasis on Disaster and Environmental Management Programme to increase the awareness on disaster preparedness as well as to ensure disease free environments by its adequate management. This programme has been considerate as a significant component of the organization. Disaster management and



preparedness training, rescue and evacuation, contingency plan, day observation etc. are notable activities under this programme.

Earthquake preparedness in the Dhaka city is one of the important activities under the disaster management programme. Part of the activity SBSS is involved to raise awareness among the community people under the Dhaka city.

Objectives:

- a) To increase the capacity of individuals, families and society to combat disaster
- b) To reduce detrimental effects and damages of disaster in familial, institutional and public life
- c) To increase the competence and capability of the local government and other government and non-government institutions to encounter disasters
- d) To improve the status of services like relief and rehabilitation for the disaster-affected people
- e) To prevent environment degradation through proper management and preservation of the environment



Activities:

Disaster Preparedness Activities:

- Organize training, workshop, seminar, sessions and campaign program to make people aware on effects of disaster and its preventive mode
- Prepare and update contingency plan
- Risk and resource mapping, formation of volunteer group and disaster management committee
- Preserve food and the fodder for livestock

Disaster Mitigation Activities:

- Rescue vulnerable people and their resources and replace to the safer place
- Building of household structures and social institutions above higher level than plane surface
- Facilitate people to set up latrines and tube-well at raised place
- Help victimized family to repair their destroyed houses that eroded by flood or by other natural disaster
- Create safer places like Flood Shelter, Cluster Village, School Ground raising etc.
- Ensure medical services for preventing water borne diseases

Relief and Rehabilitation activities:

- Emergency needs assessment and disseminate the information to nationally and internationally

- Rescue and immediate emergency response to the affected communities
- Coordinate and collaborations with local and national government as well with the international organisation on need assessment, emergency response and rehabilitation aspects
- Capacity building of the communities, local NGOs, volunteers and local government
- Ensure that disability and vulnerability issues are integrated within the emergency response plan

Project: July 2021 to June 2022

Assignment 01

Assignment Name: Rural Employment and Road Maintenance Programme (RERMP-3)		Approx. value of the Contract (Tk. Lacs): 109.08
Country: Bangladesh Location within the Country: Sylhet Division		Duration of assignment (months): 12 months
Name of Client: Local Government Engineering Department (LGED)		Professional Staff provided by your organization: No. of Staff: 18 Total No of staff-month of the assignment: 184
Start Date: July 2022	Completion Date: June 2023	Approx. value of service provided by your firm under the contract (Tk. Lacs):
Name of Associated Consultants, if any:		No. of Person-Months of Professional Staff provided by Joint Venture/ Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: M. Mobarak Ali. Team Leader; The Team Leader along with other members conducted and/ or will be conducted the following: Group formation and Identification of Development and designing training curricula/module, Implementation of Training, and implement the overall assigned task under the project.		
Brief Description of the Project: Component A: Organize the training of women crews in a convenient place within the union in consultation with Upazila Engineer. Provide Income generation and business skills development training for 3180 ultra-poor women beneficiaries. Skills development Training on practical nutrition, homestead vegetable production, health and hygiene, accounts keeping etc. for 3180 women beneficiaries. Training on Social awareness raising programme for ultra-poor women beneficiaries.		
Description of Actual Services Provided/ to be provided by SBSS: SBSS provided resource person/trainer, staff, training venue, training aids/equipment, arranged food and lodging, supply of logistic, prepared training manual, prepared and used hand scripts, accumulation of script and develop manual, conducted training sessions, evaluated training impact, prepared and supplied training report. The technical staff members of SBSS provided training to the field staff and identified the group beneficiaries to engage them in implementation of the program. SBSS is also		

responsible for field supervision, monitoring, evaluation, report preparation and submission.	
Firm's Name:	Society for Bright Social Services (SBSS)
Authorized Signature:	

Assignment 02

Assignment Name: Consultancy Services of “Designing and Implementation of Piloting Programme for Development of business Capacity of Women Entrepreneurs in Cut-Flower Sector “Contract No: BRCP1/MOC/SD-36		Approx. value of the Contract (Tk. Lacs): 197.78
Country: Bangladesh Location within the Country: Jashore: Jhenaidah, Chuadanga, Natore, Dhaka (Savar):		Duration of assignment (months): 10 months
Name of Client: Ministry of Commerce, Address: Level-12(West Side), Probashi Kollayan Bhaban, 71-72, Old Elephant Road, Dhaka-1000.		Professional Staff provided by your organization: No. of Staff: 10 Total No of staff-month of the assignment: 65
Start Date: May 2022	Completion Date: March 2023 (On-going)	Approx. value of service provided by your firm under the contract (Tk. Lacs):
Name of Associated Consultants, if any:		No. of Person-Months of Professional Staff provided by Joint Venture/ Associated Consultants:
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: M. Mobarak, Team Leader; The Project Coordinator along with other members conducted and/ or will be conducted the following: Group formation and Identification of Piloting Activities, Development and designing training curricula/module, Implementation of Training, Adoption of new technology, Linkages among the public-private Traders, Assistance for matching grant support and implement the overall assigned task under the project.		
Brief Description of the Project: Component A:		
<ul style="list-style-type: none"> • Inception report (The inception report of the consulting firm should include a section on the potential challenges that women face in their households, communities, markets, etc. and potential strategies to address these) • Report on Self-help group (SHG) formation by the interested Potential Women Traders/Entrepreneurs • Preparation of Bye-law for SHG • Report on product wise identification of customized Piloting Activities and location wise selection of SHG/Potential Women Entrepreneurs/Traders trained in BRCP-1/ cut-flower related business association • Training Needs Assessment of beneficiaries • Finalization of training participants’ list • Workshop on reports 		
Component B:		
<ul style="list-style-type: none"> • Training toolkit Training materials for Specialized/ hands-on training and Capacity 		

<p>building in the Business Incubation Process:</p> <ul style="list-style-type: none"> ✓ Product wise Training implementation manual covering the various aspects identified in component ✓ Workshop on training modules (product wise separate modules) and implementation plan <p>Component C:</p> <ul style="list-style-type: none"> • Training implementation: Specialized/ hands-on training and Capacity building in the Business Incubation process • Training implementation progress reports • Post training refresher workshop: 02 nos. • Post training final report—summarizing the next actions for each participant, participants’ feedback <p>Component D:</p> <ul style="list-style-type: none"> • Advanced training and practical visit core team to neighboring country for Adoption of new technologies <p>Component E:</p> <ul style="list-style-type: none"> • Report on Group Mentorship/ Visits to processors/ large/medium public or reputed private companies/ Exporters business center/processing center/factory <p>Component F:</p> <ul style="list-style-type: none"> • Preparation of initial guidelines and procedures for matching grant support • Development of monitoring and reporting mechanisms • Assistance to preparation of Matching Grant Project Proposals • Collection and submission of the recommendations of local committee to the project office with the necessary documents • Monitoring SHG and Matching grant support implementation: Submission of monthly monitoring report • Submission of final monitoring and evaluation report (evaluation report to be done from development partner review perspective) 	
<p>Description of Actual Services Provided/ to be provided by SBSS: SBSS provided resource person/trainer, staff, training venue, training aids/equipment, arranged food and lodging, supply of logistic, prepared training manual, prepared and used hand scripts, accumulation of script and develop manual, conducted training sessions, evaluated training impact, prepared and supplied training report. The technical staff members of SBSS provided training to the field staff and identified the group beneficiaries to engage them in implementation of the program. SBSS is also responsible for field supervision, monitoring, evaluation, report preparation and submission.</p>	
Firm’s Name:	Society for Bright Social Services (SBSS)
Authorized Signature:	

Assignment: 03

<p>Assignment Name: Consulting Services for Awareness program, training, orientation activities in Project areas under Project for Improvement of sustainable Water Supply, Sanitation and Hygiene System in Haor areas (including sample survey for creating baseline database)</p>	<p>Approx. value of the Contract (Tk. Lacs): BDT. 291.02</p>
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Country: Bangladesh Location within the Country: Haor Areas of 340 unions of 54 upazilas of 7 districts (Sylhet, Sunamganj, Habiganj, Moulvibazar, Netrokona, Kishoreganj, Brahmanbaria) under 3 divisions (Sylhet, Mymensingh, Chattogram)		Duration of assignment (months): 10 months
Name of Client: Department of Public Health Engineering-DPHE Address: DPHE Bhaban (8 th Floor), 14, Shaheed Captain Mansur Ali Sarani, Kakrail, Dhaka- 1000		Professional Staff provided by your organization: No. of Staff: 172 Total No of staff-month of the assignment: 896
Start Date: January 2022	Completion Date: October 2022 (On-going)	Approx. value of service provided by your firm under the contract (Tk. Lacs): BDT. 291.02
Name of Associated Consultants, if any: SBSS, SSUS and SDI		No. of Person-Months of Professional Staff provided by Joint Venture/ Associated Consultants: 896
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: A.H.M.M. Jahangir Alam: Supervisor; Nikoshiya Dastagir: Assistant Supervisor and 170 Field Staffs for conducting survey and awareness program. The Supervisor along with other members conducted and/ or will be conducted the following: development of IEC materials; design, organize, monitor and provide necessary trainings to the field staff and targeted beneficiaries; conduction of awareness program; KAP survey; and implement the overall assigned task under the project.		
Brief Description of the Project: A project named “Project for Improvement of sustainable Water Supply, Sanitation and Hygiene System in Haor areas” is implementing by the Department of Public Health Engineering (DPHE) under the Ministry of Local Government, Rural Development and Co-operatives, Government of Bangladesh. The project was approved in ECNEC held on June 21, 2020. The overall objective of the project is to improve health and living standards of the local people by providing safe water supply, sanitation and hygiene in the haor area. Accordingly, to achieve the sustainable water supply and sanitation in the haor areas hygiene promotion activities are the prime need. It will be ensured through different types of promotional activities or awareness program or capacity building of local people of haor area to achieve the required coverage of water supply and sanitation of Haor project. In this context, there is an item in the Project Pro-forma name “hygiene promotion through NGO” in this project. Now, for completing the hygiene promotional task, DPHE has contracted Swabalambi Samaj Unnayan Sangstha (SBSS) with JV partners Society for Bright Social Services (SBSS) and Sustainable Development Initiatives (SDI). Objectives of the Consulting Services: to mobilize communities and enhance awareness for behavior change focusing hand washing, efficient use of safe water, hygiene practice, operation & maintenance of constructed water sources as well as toilets and fecal sludge management and demand creation to sustain the impact of these changes. The service includes: Conduct a sample survey or assessment on present WATSAN situation of Haor area and develop a database; Designing and piloting behavioral changes & communication campaign focusing sustainability of services up to union level (340 unions); Training and capacity building for a selected		

number of user-group of Improved Toilet for mobilizing communities for sanitation and hygiene behavioral changes up to upazila level; Training and capacity building for the caretakers of different water points on O&M; and Training and capacity building for the faecal sludge management staffs on Hose Pipe function up to upazila level.

Major Scope of Work (Main Task)

- Conduct workshops on water supply, sanitation & hygiene including FSM (Faecal Sludge Management): One central level (DPHE, Dhaka Head Office) to disseminate the NGO activity under this project and 7 districts level Orientation Workshop with EEO and representative of LGI /User group to ensure active participation
- Develop different types of tools for conducting sample survey, training and IEC campaign: ICE materials for awareness campaign, Training Manual for ToT, User Group & Caretaker training, Survey Questionnaires etc.
- Conduct Field Staff (10 batch training for 170 FS in upazila level) Training on procedure of sample survey, IEC campaign, consumer training
- Conduct Sample Survey in 340 unions of 54 upazilas of 7 districts on present WATSAN situation including union-wise population, no. of present water points and latrines, socio-economic condition and other information on hand washing, use of safe water, hygiene practice, operation & maintenance of constructed water sources as well as toilets and fecal sludge management, occupation, income, poverty level, educational status, health and nutrition status, employment pattern of the family, productive assets, food security and food consumption pattern etc. of the targeted beneficiaries of the Haor areas and develop a database.
- Conduct IEC Campaign for consumer awareness about water, sanitation and hygiene including faecal sludge management in 340 unions
- Conduct training and capacity building to the user group and care takers in 340 unions.

Description of Actual Services Provided/ to be provided by SBSS with JV partners: **A. Preliminary Work:** 1. Team Mobilization and Staff Training; 2. Kick off meeting with DPHE officials; 3. Decorate office at Upazila level. **B. Specific Work :** 1. Preparing and submitting the Inception Report; 2. Preparing and submitting the Work plan; 3. Conducting 8 workshops (1 central & 7 district level) and submitting Workshop Completion Report; 4. Preparing and submitting Training manual; 5. Preparing and submitting IEC Materials, survey questionnaire, training manual; 6. Completion of Sample Survey, IEC Campaign for consumer awareness and Training & Capacity Building to the user groups and caretakers in 340 unions; 7. Submission of Survey report with GIS Map and real-time photograph, campaigning report and training report with real-time photograph; 8. Preparing and submitting Draft Final Report on all over the activities performed; and 9. Preparing and submitting Final Report. **C. Overall Work of the project:** 1. Coordination with DPHE; and 2. Monitoring, supervision and Quality Control of field level work.

Firm's Name:	Society for Bright Social Services (SBSS)
Authorized Signature:	

Assignment: 04

Assignment Name: Eradication of Hazardous Child Labor in Bangladesh (4 th Phase)	Approx. value of the Contract Tk.142.00 Lacs
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Country: Bangladesh Location within country: Cumilla City Corporation		Duration of Assignment (Months): 10
Name of Client: Ministry of Labour and Employment		Professional Staff provided by your organization: No. of Staff: 39 No. of Person-Months: 2696
Start Date (Month/Year): October 2021	Completion Date (Month/Year): December 2022	
Name of Joint Venture Consultants, If any: Not Applicable		No. of Person-Months of Professional staff provided by Joint Venture Consultants: Not Applicable
Name of the Senior Staff (Project Director/Coordinator, Team Leader) involved and functions performed: Md. Morshed Alam Bhuiyan, Coordinator Md.Imran Hossain, Supervisor		
Detailed Narrative Description of Project: Activities: <ol style="list-style-type: none"> Design and organize the Multipurpose Centres (MPCs) as per the specification of the project authority. Select children for NFE and SDT from the specified areas engaged in identified 'hazardous works'. Impart Non-Formal Education (NFE) of six months duration to selected children (training module & syllabus should be supplied by the bidders). Impart Skill Development Training (SDT) of four months duration to selected children (training module & syllabus should be supplied by the bidders). Motivate and aware parents/guardians/employers of the selected children to cooperate and participate to make the programme a success. Supply syllabus and training & other materials to selected children. Follow uniform syllabus for NFE and SDT supplied by the project authority. Organize the centres in such a way that 25 children can be selected for each centres for NFE 20 children can be selected for each centre for SDT. 		
Detailed Description of Actual Services Provided by your Staff: SBSS provided resource person/trainer, staff, training venue, training aids/equipment, arranged food and lodging, supply of logistic, prepared training manual, prepared and used hand scripts, accumulation of script and develop manual, conducted training sessions, evaluated training impact, prepared and supplied training report. The technical staff members of SBSS provided training to the field staff and identified the group beneficiaries to engage them in implementation of the program. SBSS is also responsible for field supervision, monitoring, evaluation, report preparation and submission.		
Firm's Name	: Society for Bright Social Services (SBSS)	
Authorized Signature:		

Assignment: 05

Assignment Name: Vulnerable Group Development (VGD) Program	Approx. value of the Contract (Tk. Lacs): BDT. 17.46
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Country: Bangladesh Location within country: Biswambharpur and Jamalganj Upazilla of Sunamgonj District		Duration of assignment (months): 17
Name of Client: WFP through Ministry of Women and Children Affairs of GOB		Professional Staff provided by your organization:
Start Date (Month/Year): August 2021	Completion Date (Month/Year): December 2022	No. of Staff: 06 No. of Staff-Months: 102
Name of Joint Venture Consultants, If any: Not Applicable		No. of Staff-Months of Professional Staff provided by Joint Venture Consultants: Not Applicable
Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: Md. Azizul Haque, Project Manager		
Detailed narrative description of project: The main activities of the project are to base line survey to determine number and level of the target group, group formation, selection of beneficiaries and stakeholders, community mobilization and advocacy, list out potential members for forming group, form group with 25-30 member in each group, provide orientation and awareness raising sessions, select group leaders through election, form CBO for taking over the responsibility ultimately, provide food ration received from the Government under VGF, skill development training on practical nutrition, homestead gardening for vulnerable women, skill development training on cow and goat rearing for vulnerable women, poultry rearing for vulnerable women, entrepreneurship development for vulnerable women, income generation and business for VGD women, life skill training on personal hygiene and cleanliness for VGD women, mother and child health, food and nutrition for VGD women, risk management of natural disaster, gender equity and women empowerment, HIV/AIDS prevention, provide awareness raising courses with an aim to enhance their knowledge and provide skill training and capital support for fitting them in income generation activities. Monitoring, supervision, evaluation, follow-up and reporting activities Goal of the Project: The aim of the program is to improve the socio-economic status of the VGD women and make all-out effort to materialize it and the key objective of the program is to build the income –earning capacities of VGD women and to socially empower them through training on different Income Generating Activities (IGAs), awareness raising, provision of credit and other support services during and beyond the food assistance period Formation group with VGD women: The specific activities performed by the project staff are; a) Forming group with 30-35 members in each group and it was done through collecting the list from Union Parishad, b) Ensuring 100% attendance and active participation of VGD women in the group or village organization (VO) meetings to ensure delivery of both the extensive (quantitative) and intensive (qualitative) support services. Food Entitlement: Specific activities are; a) Informing/briefing the VGD beneficiaries specifically on their rights to food entitlement, rights to receive food (both quantity and quality), safe custody of food, storage and the receipt of food and b) undertaking and strengthening the advocacy campaign with the participants, beneficiary, community, local government and local administration in order to get support and cooperation of all concerned to ensure food entitlement to the VGD women Selection of the Trainer: Trainers were selected from the educated local people who are able to provide services to the beneficiaries. Awareness and Motivation: To organize the target people under the program, they		

would be aware and motivated so that they actively participate in the program. Person to person communication, orientation and workshop were the techniques to aware and motivate people.

Skill Development Training: The objective of the life skills training is to enhance the livelihoods and self-reliance of the poor and ultra-poor women and empowering as well as mainstreaming the vulnerable women in the society. The training course planned for the VGD women are.

Basic training on life skills: the training covers different awareness issues on the daily life, i.e. Risk management of natural Disaster, Personal Hygiene and Cleanliness, Mother and Child Health, Food and Nutrition, Gender equality and Women Empowerment, HIV/AIDS prevention.

Basic training on income generating skills: The objective of IGA skill training is to enhance the livelihoods and self-reliance of extremely vulnerable women through their increased involvement in income earning activities. By taking into account the typical involvement of women in IGA at their household level, four generic training on four different income-generating activities, i.e. Goat and cow rearing, vegetable gardening, Poultry, Kitchen Gardening and Entrepreneurship Development training including small business.

Social Mobilization and education drives to encourage primary- school age children of VGD women.

Awareness Development: Person to person communication, orientation, workshop, training, rally and day observance etc.

Detailed Description of Actual Services Provided by your Staff:

The technical staff members of SBSS provided training to the field staff and identified the group beneficiaries to engage them in implementation of the program. SBSS is also responsible for field supervision, monitoring, evaluation, reporting and other program related activities, preparation and submission of final report.

Firm's Name	:	Society for Bright Social Services (SBSS)
Authorized Signature	:	

Conclusion:

As a development organization while formulating its goal and objectives during its programming, SBSS decided to be restricted within the working area since its inception. During this long period, SBSS has numerous achievements in the field of development sector like success of returning of dropout students, skilled and infrastructure support, women empowerment and prevention of suppression, resisting of early marriage and divorce etc. People of its working areas have become aware on disaster preparedness and management, which is another important achievement, as SBSS believes. They have got a way to involve them selves in different income generating activities and economic emancipation, especially who are engaged with the organization. Besides, organization also holds many others achievements on agriculture, health, education and water environmental sanitation. SBSS also ensures a better livelihood within its working community. In addition, SBSS contributes itself to build poverty free just and equitable society.

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