

# **The 15<sup>th</sup> Meeting of NGO Constituency of BCCM**

**Venue: Conference Room, CARE Bangladesh HQ,**

**RAOWA Complex, Mohakhali, Dhaka**

**Date: 20<sup>th</sup> March 2023**

**Subject: Minutes of 15th Meeting Minutes of the NGO Constituency Consultation**

## **Introduction**

The 15<sup>th</sup> NGO constituency meeting was organized by Advocate Sheikh Nazrul Islam, DPM – FDSR, and Member of the Malaria constituency of The Global Fund (The GF) as per the above date and venue. Welcoming address delivered by Dr. Ikhtiar Uddin Khandoker, Director, Health & Nutrition, Care - Bangladesh, and chaired by Dr. Halida Hanum Akther, Ph.D., an alternative member of BCCM and Sr. Country Director Pathfinder International. A total of 51 participants attended the meeting. Beginning of the meeting, sincere condolence was expressed to the departed souls of Dr. Jahangir Hossain, CARE Bangladesh and ex-member of BCCM, and Md. Anwarullah, Executive Director, BRAVE and ex-member of BCCM along with others who left us forever by Dr. Ikhtiar Uddin Khandoker and Sheikh Nazrul Islam mentioned in their speech for their eternal peace.

## **Agenda-wise Discussion**

After the condolence session, the meeting Mr. Sharif Mostafa Helal, Executive Director - BWHC and Member of BCCM, in his speech, gave an overview that included discussion and decisions of the previous meetings.

He mentioned previously, 04 (four) meetings i.e., the quarterly basis of the NGO Constituency conducted each year. But due to the fund crisis, now 02 (two) meetings i.e., the half-yearly basis of the NGO Constituency is allocated which was found inadequate and insufficient. Besides, no TA/DA is allocated for the participants for which participation of the NGOs based outside Dhaka is poor. In addition to that, Mr. Sharif informed the meeting that a large number of e-mail IDs of the NGO Constituency member remained inactive for which an updated list of the NGOs was badly required. Simultaneously, a WhatsApp Group can be formed with the active members' cell numbers.

## **Decisions**

After discussion, all the members present in the meeting unanimously opined that the meeting of the NGO Constituency needs to be held quarterly basis i.e., 04 (four) meetings each year. The meeting also requested to convey this decision to the BCCM Secretariat for taking necessary steps. Besides, the meeting requested to allocate TA/DA for the participants particularly, those who join the meeting from out of Dhaka.

SM Shirajul Islam, ED, PDC mentioned the objectives of the meeting and said that NGO BCCM members should have more involvement in the aspect of (i) Fund Allocation (ii) Fund Disbursement (iii) sharing in CCM members in a transparent way (iv) quarterly organized NGO constituency meeting (v) cancel the NGOs name those who are not attending frequently in the meeting (vi) Admission / Registration those NGOs who are regularly attending (vii) strong role of NGO members in the GFATM meeting.

Mr. Sharif Mostafa Helal, ED - BWHC & BCCM Member also mentioned the objectives of the meeting and he recommended the following issues: (i) NGOs' should be more involved with the BCCM; (ii)

Upcoming BCCM NGO constituency election should be free, fair and transparent; (iii) Active members of the NGO constituency should be registered to cast their vote and for being elected to the committee; (iv) TA / DA to be considered if GF provides budget allocation for attending the NGO constituency meeting; (v) WhatsApp group can be formed among the NGOs for ensuring smooth communication and messaging; (v) Reaching the message related to NGO Constituency should be conveyed to all NGOs; (vi) Capacity building initiatives for the NGOs for project proposal (PP) writing for obtaining more funds from diverse donors should be done; (vii) Mechanism should be developed for making the decision and delegating the information to rest of the members those who do not attend regularly.

Many of the participants i.e., President PIAC - Bangladesh, AITEM Welfare Organization, ED - ACLAB, PD - BAMANAHA, DPM - Pathfinder deliver their speech in open discussion and recommended as follows:

- a) Find out the reasons behind the reduction of the GF fund in Bangladesh. But the use of different forms of illicit drugs users is increasing in Bangladesh. So, these populations are at high risk of acquiring HIV. So, the fund from the GF for HIV could be increased accordingly considering the field reality;
- b) Bangladesh is a high TB and MDR-TB burden country. So, the fund from The Global Fund should increase funding reasonably and rationally;
- c) The power of fund endorsement from NGOs should be in a consultative and transparent way;
- d) All kinds of meeting-related documents should be maintained both ways;
- e) In the NGO Constituency meetings, the presence of the members both physically and through using the ZOOM app needs to be ensured;
- f) NGO constituency smart members should have to travel at home and abroad to gather knowledge;
- g) Forcibly Displaced Myanmar Nationals (FDMN) is more concerning for Bangladesh since following the massive influx of Rohingyas, many were diagnosed with HIV in Cox's Bazar. Thus, they are at higher risk of acquiring HIV compared to the host community (i.e., Bangladeshi population) in Cox's Bazar. So, special fund allocation is required for FDMN;
- h) Funding Requests of the New Funding Model can be discussed by organizing consultation meetings;
- i) No charismatic leadership in the HIV field. So, one should have taken the leadership to save our nation from HIV;
- j) Under The Global Fund major decision-making is done by the Government Constituencies. NGO Constituencies were encouraged to raise their voice as well if necessary NGO constituency should elect their members and alternate members who are capable to raise their voices in favor of the NGO Constituency.

### **Presentation from BCCM Secretariate on BCCM CSO Election – 2023: NGO Constituency Criteria and Election Process**

From BCCM Secretariat, Gorkey Gourab, Oversight Officer presented the upcoming election process of the NGO Constituency. He showed the 'NGO Constituency Criteria and Election Process.' For the electoral competition, the candidates would require to register as 'Member/Alternate Member' using the same platform. The Voter and the Candidate Registration link is [NGO Constituency Election Weblink](#).

If any new member wants to register, s/he will follow the online registration platform. The Voter registration can be done between March 22 and April 03, 2023. Scrutiny of the voters and the candidates will be done between April 04 and April 05, 2023, and the final list of voters and candidates will be published by the BCCM secretariat on April 5, 2023. The details of the ‘NGO Constituency Election Activities’ are described in the table below:

Activity	Timeline
Registration Opening for Voters	22 March 2023
Candidature Submission Opening Date	01 April 2023
Closing date for online registration for the voters and candidatures	03 April 2023
Final date for scrutiny of voters and candidates <sup>1</sup>	04-05 April 2023
Publishing of final list of voters and candidates	05 April 2023
Election	09 April 2023
Announcement of results	09 April 2023
Re-election, in case of organizations scoring equal votes	... 2023
Submit supporting documentation of the election to BCCM Secretariat	... 2023
Announcement of the successful candidates	... 2023

The election campaign will be held for 3 days and the election will be held on April 09, 2023. The voters can cast their vote between 8 am to 5 pm. The election result will be published on the same day after 5 pm.

It was proposed by the BCCM Secretariate that a committee, comprising 3 to 5 members from the NGO Constituency will observation of the election process consisting. The proposal was accepted and three members of the NGO Constituency were nominated, who are (1) Sheikh Nazrul Islam (Phone: 01730004405), (2) Mr. Babul Audhikari (Phone: 01711357331), and (3) Jahanara Hasan Panna (Phone: 01775473972). They will conduct meetings as required and communicate with the BCCM secretariat.

It was mentioned that report about a turnover of BDT 10 lakh of an NGO for the last two (2) years would be required, for which the last two years’ proof of Audit Reports. For this, instead of uploading the full audit report, (1) the Audit Certificate and (2) the receipt and payment sheet must be uploaded. Registration from the Bangladesh NGO Bureau is mandatory. The organizations must submit their copy of the registration certificates or registration number and date of registration with a minimum of 6 months validity.

Elected Members/Alternate members, who have represented the NGO constituency for constitutive two terms would not be eligible to participate as candidate in the BCCM NGO Constituency election. The Criteria for the candidate for the election of the NGO constituency are as follows:

- Relevant experience and expertise in the health sector (Submission of CV and Experiences description);
- Proven track record of active participation in NGO initiatives;
- Access to CSO communication channels;
- Leadership experience;

<sup>1</sup> In the presence of aforementioned three members to oversight of the election process of NGO Constituency Election.

- Represents NGO constituency/sector and can report back;
- Willingness to contribute and commit time to CCM activities;
- Represents the interest of their entire constituency and not those of the individual self or organization;
- The Global Fund grant recipients can compete but only one seat can be eligible among the 4-membership seat under NGO Constituency.

Furthermore, the Member/Alternate Member candidates also need to submit:

- All candidate needs to submit for the member position from his/her category of NGO working field (TB/ Malaria/ HIV/Women/ Children) but whoever will get the Highest will be a member and 2<sup>nd</sup> Highest will be an alternate member;
- Detailed CV with photograph;
- Experience Certificates;
- **NGO Bureau Registration for his/her organization (According to the GF Policy, as NGO Bureau is only Government Organization which can approve and endorse foreign grants for NGO and CSO in Bangladesh);**
- Last two (2) years' audit report (i.e., (1) the Audit Certificate and (2) the receipt payment sheet) for his/her organization;
- The organizations must be program implementation experience related to HIV/AIDS, TB, Malaria, and Women & Children projects;
- Proof of TB/HIV/Malaria/Women & Children-related project /program completion or ongoing;
- Organization profile for the current organization.
- Elected Members/Alternate members, who have represented the NGO constituency for constitutive two terms would not be eligible to participate as candidate in the BCCM NGO Constituency election.

**Note: Who elected 1<sup>st</sup> time in last BCCM NGO Election as Member/Alternate member and/or promoted as member when alternate member died will be eligible for election participation.**

NGO Constituency Election-related documents and other processes can be found on the website of BCCM Secretariat Website at [BCCM NGO Constituency Election](#).

Regarding the Election Method, he summarized that there are 4 members and 4 Alternate Members seats from NGO Constituency: (1) 1 member and 1 Alternate member from HIV NGO; (2) 1 member and 1 Alternate member from TB NGO; (3) 1 member and 1 Alternate member from Malaria NGO; (4) 1 member and 1 Alternate member from the Women and Children related NGO.

He added that:

- Every disease sector candidate who will get the highest vote will be the Member and 2<sup>nd</sup> highest will be Alternate Member;
- Online Voter Registration with necessary documents;
- Online Candidature Submission with required documents;
- Code will be sent through email before the date of the election for all NGOs Constituencies separately for the registered email to cast their vote for the candidate;
- Vote casting will be online (Link: <https://bccmelection.com/>);
- An automatic Result sheet will be downloaded, and results will be declared;
- Documentation will be done as per online received documents.

Finally, Mr. Rajib Chandra Das from BCCM demonstrated the details of the online platform for the 'NGO Constituency Election Process.' He also presented a demo video regarding using the online voting platform.

**Decisions: The 15<sup>th</sup> NGO Constituency Meeting decided to:**

- 1. revise the Election criteria for BCCM NGO Constituency election 2023 as attached **Annexure -A**; (instead of uploading the full audit report, (1) the Audit Certificate and (2) the receipt and payment sheet);*
- 2. elect NGO Constituency members and alternate members according to the revised criteria as attached **Annexure -A**;*
- 3. implement the NGO Constituency Election as attached election schedule as **Annexure-B**;*
- 4. observe the NGO Constituency Election process through a participatory method by NGO Constituency itself through a three-member observer committee. Three members are, (1) Sheikh Nazrul Islam (Phone: 01730004405), (2) Mr. Babul Adhikari (Phone: 01711357331), and (3) Jahanara Hasan Panna (Phone: 01775473972). If necessary, this observation committee can meet with BCCM Secretariat and among themselves. This committee would be present on voter and candidate screening day as well as election day at BCCM Secretariat to observe the election process;*
- 5. that multiple votes casted from the same IP Address/email address would be canceled (all votes from same IP /email address).*

**Closing of the meeting**

At the end of the meeting, the meeting convener Sheikh Nazrul Islam recapped the 15<sup>th</sup> NGO Constituency decisions as mentioned above. He expressed his highest gratitude to CARE Bangladesh for providing its meeting venue along with other logistics support.

As there was no other agenda for discussion, the meeting ended with a vote of thanks to the Chair of the participants of the meeting.

Finally, in the concluding session, the chairperson of this meeting Dr. Halida Hanum Akther thanked all for participating in the meeting. She expressed her gratitude to BCCM members for honoring her. She expected that the GF will be reasonably allocated for Bangladeshi people and a special allocation for the FDMN. The Convener of the meeting invited all the participants for taking lunch and closed the meeting.



Sheikh Nazrul Islam  
FDSR, Bangladesh.

## **Annexure-A**

### **NGO Constituency Election Criteria-2023 (Revised by NGO Constituency)**

According to the 15<sup>th</sup> NGO Constituency Meeting on 2<sup>nd</sup> March 2023, The criteria for the voter & candidate for the election of the NGO constituency are as follows:

#### **Voter Registration Criteria:**

- Relevant experience and expertise in the health sector (Submission of CV and Experiences description);
- Proven track record of active participation in NGO initiatives;
- Access to CSO communication channels;
- Leadership experience;
- Represents NGO constituency/sector and can report back;
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#### **Furthermore, the Member/Alternate Member candidates also need to submit:**

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## Annexure -B

### BCCM NGO Constituency Election Schedule-2023

BCCM NGO Constituency Election Activities and dates are described in the table below:

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