



Annual Report 2011-12 (Draft)



March 2013

www.dwatch-bd.org

Foreword by Chairperson

I am happy to present the annual report for the year 2011-12 as the chair of the Board of Governors (BOG), Democracywatch (DW). I have reviewed the activity reports for last year and pleased to see some innovative programmes undertaken. One of them is good governance programme at local level with challenge to enhance capacity of elected women representatives for their effective role in Union Parishad's service delivery in education and health, agriculture and law and order.

DW continued its focus on improving good governance and human rights by pursuing and empowering local citizen groups which is indeed a good practice of a democratic society. The organization concentrated in improving skills of the youths and women which contributed in the social and economic development of the country.

Energetic and motivated staff members under the able leadership of Taleya Rehman are now prepared as a strong work force in order to undertake the development initiatives. I have all my wishes for their effective effort and their steady journey towards establishment of true democratic society. I also admire the contributions of all our development partners for their cooperation with DW.

I wish their and our success.

Latifa Akanda

Chairperson of the Board of Governors
Democracywatch

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Abbreviation

APARAJITA-political empowerment of women	NNCJ- National Network for Concerned Journalists
ACYLP-Active Citizen Youth Leadership Training	OAA – Old Age Allowance
BOG – Board of Governance	PAILG- Promoting Access to Information in Local Governance
BFWE – Bangladesh Federation of Women Entrepreneurs	PNGO- Partner NGO
BWCCI- Bangladesh Women Chamber of Commerce and Industry	PEWR- Potential Elected Women Representative
CBO – Community Based Organization	PRODIP- Promoting Democratic Institutions and Practices
CIG-Citizen Group	RCNB- Role of Constitution in Nation Building
CIDA- Canadian International Development Agency	RTI- Right to Information
CSO – Civil Society Organisations	RI-Relief International
CSR – Civil Society Representative	SC- Standing Committee
DPPF-District Public Policy Forum	SDC- Swiss Agency for Development & Cooperation
DWE- Democracywatch Education	SDLG- Strengthening Democratic Local Governance
DW-Democracywatch	SME – Small and Medium Entrepreneurs
DANIDA- Danish International Development Agency	SSN- Social Safety Net
DC- Deputy Commissioner	SIDA- Swedish International Development Cooperation Agency
DFID- Department for International Development	TAF- The Asia Foundation
DWE – Democracywatch Education	THR- Transparency for Human Rights
EWG-Election Working Group	TR – Test Relief
EWR-Elected Women Representative	UDHR – Universal Declaration of Human Rights
EU- European Union	USAID- United States Agency for International Development
GGP – Good Governance Program	UNDP-United Nations Development Program
GGSP-Gender and Governance Sensitization Programme	UNICEF- United Nation Children’s Fund
GRC- Gender Resource Centre.	UP-Union Parishad
HR- Human Resource	UISC- Union Information Service Centre
LGU- Local Government Unit	VGD – Vulnerable Group Development
LG-Local Government	VGf – Vulnerable Group Fees
MDG-Millennium Development Goal	WEAB – Women Entrepreneurs Association of Bangladesh
MJF-Manusher Jonno Foundation	YLP- Youth Leadership Program
MOS- Management Operation Strategy	
MP- Member of Parliament	
NBD – Nation Building Department (service provider)	
NGO – Non Government Organisations	

Democracywatch At a Glance

- Democracywatch was founded as a trust in 1995 by 3 trustees.
- Democracywatch Trust was registered as NGO with NGO Affairs Bureau in 1997.
- It has a 20-member General Body from different professionals.
- General members elect a 7 member Board of Governors for 3 a year term.
- Democracywatch's vision: A sustainable democracy promoting social equality.
- Democracywatch's Brand Line: Involving people, building democracy.
- Core programs: Good governance, human rights and human resource development
- Programs Focus: Strong local government for ensuring good governance, women and youth leadership skills development, sensitization of media.
- Total area coverage: 6 divisional headquarters, 42 Districts, 43 Upazilas, over 1,000 Union Parishads, 22 Municipalities in Bangladesh.
- Professional network with local government institutions and their associations.
- Over 400 local partners, 20 donor development partners.
- 85 staff members of which 64 are male and 21 female.
- Annual Budget: Total Tk 60,363,764/- (Grant from Donors - Tk 55,065,250/- Own income - Tk 5,298,514/-)
- Election monitoring area coverage: All over the country.
- Number of trained youth: 25000, since 1995.
- Published: 10 books, 7 newsletters and a number of training manuals, awareness raising materials, research and survey documents

Mandates of Democracywatch

Democracywatch is an NGO working to establish true democratic culture and values in Bangladesh since 1995. It practices non-political, non-profitable, neutral, democratic and transparent values within the organization and at every stage of implementation. The organization values the dignity of its stakeholders and staff members. It is committed to ensure harmony and tolerance among all which include ethnic minority and marginalised people. DW has policies and management tools for effective running of the organization and programme implementation. These are: gender policy, partnership policy, management, financial and HR policies. Democracywatch believes in equal opportunities and gives preference to women, members of minority community and physically challenged in its staff recruitment policy. The organization maintains good relationship with government, donors, partners and involves the community in its decision making process. The Board of Governors (BOG) meet every three months and take decisions in a participatory manner.

Democracywatch's Vision:

A sustainable democracy promoting social equality.

Brand Line:

Involving People, Building Democracy.

Mission:

DW aims to establish good governance and human rights through strengthening democratic institutions, ensuring free and fair electoral processes, sensitizing media and training the young generation for being responsible citizens and leaders.

Main areas of Intervention:

- Good Governance
- Human Rights
- Human Resource Development

Objectives:

- Establish a democratic culture for promoting good governance.
- Strengthen democratic institutions that are transparent, accountable, pro-people and advocate for decentralization.
- Ensure free and fair elections in an acceptable electoral principle.
- Establish a society that respects human rights of all including women, children, minority communities, and physically and mentally challenged people.
- Train and build capacity of the youth and women for their social, economic and political empowerment.

Executive Summary

This year we realized our strength in unity and dedication of our colleagues in the face of various challenges like ending of a long term project and beginning of a few, and preparation for more. Also transfer of our office to a new location. We started three large projects on governance, SDC funded “APARAJITA”, The Asia Foundation funded “PRODIP”, and “Working for Free and fair Election” and USAID funded “SDLG” project. The core staff are kept very busy in ensuring governance by strengthening UP and Budget tracking by people at the grass roots level. APARAJITA targeted 156 UPs in 10 districts while PRODIP concentrated in effective and participatory democracy to ensure adequate representation of poor and marginalized people in the governance process. SDLG from its inception is working very successfully under DW’s “Good Governance Program” aiming to strengthen local governance.

Under governance programme we activated standing committees on health, education, agriculture and law and order to ensure service delivery in our target UPs. We were effective in alternative dispute resolution on land rights, open budget, early marriage, dowry and domestic violence.

A number of national level policy dialogues were held during the reporting period on Human Rights, Resource Mobilization and Budget Analysis of local government. PROGATI successfully conducted 38 campaigns, open budgets and citizens monitoring events in its target areas. PRODIP established 24 DPPFs and organized 48 orientation for DPPF at union, Upazila and District level. We feel our Good Governance Program is able to make people aware to take up their issues in their own hands and become proactive in claiming their rights.

DW as an active member of Election Working Group observed all local government elections, municipality, UP and city corporation elections in Narayanganj and Nilphamari. We deployed our seasoned, experienced observers in most places. We thank The Asia Foundation (TAF) for supporting us in this endeavour.

In achieving our goal to uphold human right (HR), we trained 1,800 journalists under our THR Project on reporting human rights violation incidents. Our PAILG Project under “HRP” is working to improve people’s access to information.

We also concentrated on our field work with the grassroots people and small local NGOs. While working with the local NGOs, both DW and the PNGO realized the need for the latter’s concept of Good Governance and HR, Financial Management capacity. Thus we revived the training of local NGOs as our own initiative. We are proud to say that there has been tremendous response in this field.

This year we fully concentrated on our “Human Resource Development Program” to create active citizen. Our “ACYLP” project funded by British Council, and RCNB Project conducted training course on "Role of Constitution in Nation Building (RCNB)" under The American Center Small Grant 2011 program. This is a very popular project among university students. This project will continue up to September 2013.

This year our own income generating program, Lifeskills and Lifestyle course, took a little knock as the student number was reduced due to lack of marketing initiative and relocation of our campus after 15 years. We are addressing this problem and hopefully will be able to master enough students next year.

Our main achievement was in Women Empowerment, as we sensitized youths, both women and men on gender issues and their role in ensuring good governance in a course called GGSP, supported by the Danish Embassy. It ended towards the beginning of this year. Almost all the students of this unique course who completed it are now employed in international organizations and renowned local ones, thus contributing in the development process.

This year we held three SME Fairs at our own premises which became very popular. Prominent business women of BWCCI, MIDAS and WEAB inaugurated these and encouraged the women entrepreneurs. One was inaugurated by former Advisor of Caretaker Government, Mrs. Rokeya Afzal Rahman and the other by the Director of SME Foundation.

Our management was more streamlined this year with more internal monitoring, evaluation and encouragement from the Board of Governors. Training of the management personnel by PROGATI also helped. Our financial statement is not that healthy this year but we are looking forward to working on three new governance projects supported by USAID and SDC.

Challenges:

There were a number of challenges we had to address this year. Two long term projects ended during this period which caused

1. Heavy staff turnover especially the experienced ones.
2. Intensive field supervision was not possible due to staff shortage.
3. Lack of education of some women LG members took more time to involve them in the development activities.
4. Political instability and intolerance hampered national level advocacy initiatives.

Mitigation measures:

We tried to overcome them by taking some measures:

1. The Executive Director herself is monitoring local activities by frequent field visits.
2. Gender resource centres have been set up in all the field offices with a view to raise knowledge level of the EWRs .
3. More effort was given on findings new donors to interested in Good Governance our main area of intervention.
4. Staff incentives have been proposed to reduce staff turnover rates.

Looking at year ahead:

Next year will be the year of General Election. As a member of EWG to be involved in advocacy and other election related activities ie, long term observation and election monitoring. This will help boost our moral and also revive DW's relationship with its local partners.

We intend to restart our very special Gender and Governance course produced some sensitised and knowledgeable which graduates, most of whom are now engaged in development work in high profile national and international organisations.

This was closed due to funding crisis. We have had some promises of support which will be pursued. We also intend to revive and revering our lifeskills and lifestyle project to accommodate demands of the line.

We look forward to revisit and revise our organisational strategy next year.

We shall need help and support from our partners; stakeholders, patrons and BOG of course

Conclusion:

I would like to thank all our patrons and academics who graciously gave their time to support us in various ways. Busy professors of Dhaka University and Jahangirnagar University to name a few, Dr. Mohabbat Khan, Dr. Tofail Ahmed, Dr. Salahuddin M Aminuzzaman, Dr Aktaruzzaman and experts from International Donor Agencies, renowned NGOs like Ain O Shalish Kendro, NGO Forum, Steps Towards Development , PRIP Trust and Khan Foundation.

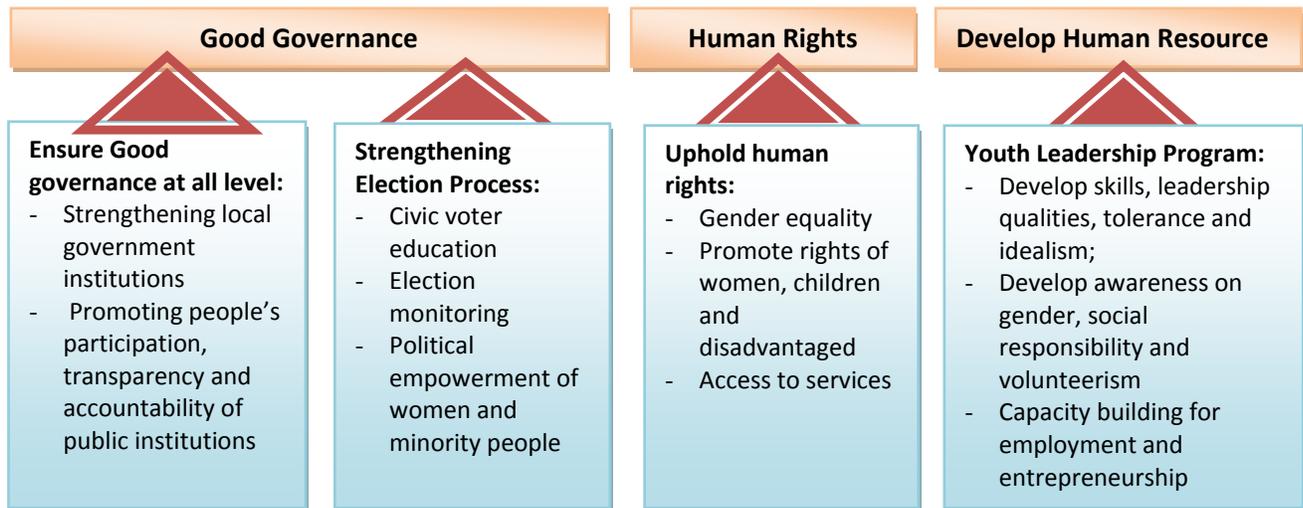
Finally, I thank our Donors, Board of Governors, Partners, my colleagues, and the people for their loyalty, support and help, which saw us through a difficult year of 2011-2012.

Thank you.

Taleya Rehman

Founder Executive Director
Democracywatch

Main Program Components



Good Governance Program



Chapter 1

Good Governance Programme (GGP)

Programme focus:

DW was fortunate enough to have new projects with new and old donors for promoting good governance through strengthening LG, empowering citizens to demand their rights through Parliament and through people's participation. The projects are APARAJITA, SDLG and PRODIP. DW believes in decentralization and local government is the most important institution in the effort to deliver good governance. Therefore, it continues initiatives for democratic, functional, effective and gender sensitive local government in the spirit of the Bangladesh Constitution. During last year, DW worked for enhancing local government's capacity in participatory planning especially open budget, service delivery, financial management, local resource mobilisation and improving citizen's capacity to act as watchdog. It also worked for bringing citizen's concerns to the Parliament by engaging MPs at local and national level dialogues in PRODIP while

APARAJITA endeavours to empower women members of LG: EWRs and also women who are potential EWRs ie, PEWR.



Governance programme area coverage:

GGP covers a total of 23 districts 23 Upzillas 244 unions, 23 municipalities and 2 City Corporations.

Target beneficiaries:

The total number of direct beneficiaries was 2,670 this includes UP Chairman, Member, Secretary, Upazila Chairman and Vice Chair, Paurashava Mayors and Councillors, DPPF members, Members of Parliament, EWRs, PEWRs, PNGO staff members and concerned government officials.

Community people of selected areas are also the main target beneficiaries of governance programme.



Major activities of each project:

APARAJITA

Goal:

Rural and urban poor (especially women) in Bangladesh are getting information and enhanced, responsive and prompt local services. (Mrs. Taherunnesa Abdullah the first Magsaysay Award Winner with her vast experience is working as our advisor for this program).





Objectives (outcomes)

Outcome 1:

EWRs are accountable to their constituencies and PEWRs are collectively being sensitized on gender and poverty element in local service delivery and baking leadership roles in politics.

Outcome 2:

Promoting political commitment and public opinion conducive for

inclusion and participation of EWRs and PEWRs for promoting gender sensitive service provision at community level.

Outcome 3:

Information, technical and advisory support for EWRs valued, used and continued.

Working areas:

Dinajpur, Nilphamari, Rangpur, Mymensingh, Tangail, Pabna, Serajgong, Jessore, Magura, Narail, with our partners support.

DW started the project in December 2011 . During the reporting period, it conducted orientation and training workshops on roles

and responsibilities of EWR, developing their leadership, advocacy and networking skills. A total member of 227 EWRs from 157 union parishads, 15 upazilla parishads and 12 pourashavas received these trainings.



Photo:
Celebrating International Women's Day in Tangail

SDLG

Goal:

Improve the capacity of selected UPs, Upazila Parishads and Municipalities for delivery of better services to their constituents in transparent and accountable manner.



Objectives:

- Improve capacity of selected LG units to deliver services.
- Increase ability of selected LGUs to identify appropriate sources of revenue.
- Greater transparency and accountability of selected LGUs in participatory planning, open budgeting and decision making with people.

Major activities:

- Under SDLG, a total of 27 CIGs were formed in 27 UPs which include 720 members including 243 female. The members are community leaders i.e. teachers, social activists, faith leaders and minority community.
- Each CIG has at least one third female members.

- One woman member from each CIG is designated to attend ward level meetings. A total of 27 (Ward) members have been oriented on roles of community people in assisting and strengthening governance of the UPs.
- A number of 528 local government officials including 114 women have been provided training on financial management and revenue generation. These trainings inspired the LGU representatives to increase their revenue. The training course mainly focused on identifying scope of local resource mobilization, book keeping, accounting and audit, reformation of UP standing committees and their functions.



Working areas:

Jessore and Narail.



PRODIP

Promoting Democratic Governance in Bangladesh through a focus on representation of the needs of poor and marginalized people.

Goal:

Institutionalization of effective and participatory democracy to ensure representation of poor and marginalized people in the governance process.

Purpose and objectives:

- The purpose of this project is to encourage and support members of Parliament of 6 constituencies in Jessore in their legislative, representation and oversight functions specially women empowerment and education by providing them local information on development

issues (particularly those affecting poor and disadvantaged people) generated through effective collaboration between MPs, civil society, citizens and other stakeholders and improve the performance of MPs with research and information.

- Formulation of DPPFs and interested citizens, civil society local government, relevant government departments to engage with MPs and others decision makers on development policy issues.
- To strengthen the institutional capacity of CSOs to promote public participation in the democratic process, conduct effective advocacy and lobby with respective MPs on national policy issues.



Activities:

- PRODIP formed 24 DPPF at 15 UPs, 8 Upazilas in Jessore District comprising of 96 CSR. Over 1,200 CSRs were present during the formation of DPPF, provided orientation to 861 DPPF members in good governance, democracy, parliament and civic responsibilities. Advocacy and women leadership training for 40 DPPF members were organized in Jessore.
- A dialogue between Mr. Khaledur Rahman Titu MP, DPPF and government officials was organized in Jessore on women in politics.
- A two day Democracy Festival was organized in Jessore on Women Empowerment and Education. MPs, government officials, LG representatives, civil society members, professionals and youth groups attended the festival. It was a highly successful event.
- Organized a public hearing session in Jessore.



Working area:

Jessore.

PAILG**Goal:**

More accountable and transparent local government, who are responsive to citizens' rights and demands.

Objectives:

- Promote Right to Information Act 2009 among LGs and community people.
- Activate UISC to make LGs the local hub for information.
- Enhance knowledge and capacity of LGs on information management and dissemination.
- Assist LGs in giving out information.

**Working areas:**

6 UPs of Dinajpur and Nilphamari districts.

Activities:

Trained six UPs on RTI and organized orientation campaigns for the community people on their rights to information. Assisted UPs in activating UISC and information management.

**Outcome:**

- Local government officials have demonstrated knowledge on RTI Act.
- Local community is more familiar with their rights to information and demands it from their elected representatives.
- LGs adopt the practice of information sharing and local government becomes local hub for information.



ELECTION MONITORING



Objective:

To ensure free and fair election.

Activities:

DW is a member of TAF supported EWG program. During the reporting period, DW observed Narayangonj and Comilla City Corporation and Narsingdi Paurashava elections.



Achievements of Governance Program this year:

- 227 EWRs of 157 UPs, 15 Upazila Parishads and 12 Paurashavas are taking proactive roles in holding service delivery bodies accountable to deliver better services to the deprived people especially women. By the interventions of the EWRs, Assistant Upazila Education Officers have visited 12 remote primary schools. Also, seven community clinics have become more active in providing services.



- This year, 72 informed and vibrant EWRs have managed to extend the number of SSN beneficiary allocations by 30-40% through advocacy.



- Informed EWR denied to sign in blank sheets on fund allocation offered by UP Secretary.
- Increased capacity of 528 elected representatives includes 114 women in service delivery, transparent



and efficient financial management, budgeting and decision making system. They are also involved in motivating community to pay tax. This resulted in UPs increased collection of



holding tax, occupation and trade license distribution.

- LGUs representatives provided room to the CIG committee members and encouraged them to get effectively involved in the Standing Committee. Therefore, the respective LG representatives conducted ward shava and open budget publicly in 23 UPs with the assistance of CIG members.



- Over 850 DPPF members in 15 UPs, 8 Upazilas of Jessore District are sensitized about civic responsibilities. They are engaged in tracking performance of government officials, service delivery bodies and LGs. They also give regular feedback to the local MP to resolve constituency issues related to development, governance, MDG etc. and to raise them in Parliament.
- DPPF members promote equal rights, right to services, justice, information and women empowerment at the community level.
- Six UPs in Nilphamari and Dinajpur Districts have established the practice of giving out information according to RTI Act 2009. Therefore, community people have better access to the information related to development programmes, SSN beneficiary lists, government assistance, services and expenditure.
- A number of 448 youth including 204 elected women representatives are better oriented about democratic process and governance issues and are confident to raise their voice and make local government accountable.
- DW contributed in holding free and fair LG elections through observation. It also prepared local capacity to safeguard their votes.
- DW believes that free and fair election is an essential step for strengthening good governance. It is a prominent member of EWG and the election monitoring group. The Executive Director(ED) was a co-chair of the group. It observed all LG elections held during this period- Comilla and Narayanganj City Corporations and Narsingdi Municipality.

Innovative efforts:

DW established Gender Resource Centres in ten regional offices. These centres are being used as common space for EWRs gathering, sharing and learning equally on gender and LG issues. The centres are equipped with local government and gender related publications, books, manuals and newspapers. EWRs are regularly visiting in GRC.



Lessons learned and challenges:

1. Due to lack of education EWRs are unable to provide support to the urban and rural poor, especially rural women. Sometime they are also unable to understand related laws and government notifications.
2. Some of the male colleagues and chairmen are not supportive to the EWRs in project implementation. Also there are social and religious barriers.

- Local MPs are too busy in Dhaka and therefore local people get very little time with them for dialogue and public hearing meetings.



- Rural factionalism, underground local politics, conflict of interest among LG representatives make it difficult to coordinate with different stakeholders.
- Most of the polling agents nominated by the competing candidates are not trained about electoral process.



- Lack of long term election observation opportunity.

Governance Programme at a glance	
Inception of Governance Programme	1997
Total Projects	20
Project area coverage	42 Districts
Offices	12
PNGOs	400
Development Partners	SDC, DANIDA, DFID, CIDA, SIDA, UNDP, UNICEF, EU, USAID, TAF, MJF

Success Story

Citizen's initiatives for tax collection and promoting self-help for sustainability



In Jessore, DC Mr. Mustafizur Rahman, inaugurated 120 meter road construction project on 14 January 2012 at Arabpur Union Parishad which is financed by tax paid by local citizens. Tk. 400,000 have been raised through tax collection for the project. After inauguration of the project, the DC delivered his speech in a tax awareness campaign organized by DW-SDLG project. He said “UP is supposed to provide service to the

community people. On the other hand, it is our civic responsibility to pay tax and be part of development process”. The DC stated that this is the first time he has inaugurated such a Private-Public-Partnership project and this should be replicated in neighbouring UPs. CIG members and the UP representatives jointly carried out ward based tax campaign in order to sensitise people of Arabpur union. CIG members involved renowned personalities to motivate community people. They conducted tax assessment and supplied a tax payment passbook for each household and also collected holding tax from them. The LGU representatives and CIG members prioritized the development projects and decided to undertake the 120 meter road construction. The chairman assured full transparency in expenditure and development process of the project.

Chapter 2

Human Rights Programme (HRP)

Programme focus:

HRP Program is designed to train and organize media professionals and stakeholders to defend freedom of expression and advocate respect for human rights at the national level through coalitions with other rights defenders and opinion makers. The aims of this training are

- in depth reporting on Human Rights
- enhanced capacity of media professionals to defend right to freedom of expression
- increased public access to information
- increased public awareness and public pressure on improved HR record of Bangladesh government.

In Bangladesh, we have a long tradition of secrecy which prevails from the top level, Ministry, Secretariat etc. to local level. This tradition of secrecy appears to be an obstacle of HR, because Information Technology dominates economical, social and political life. It is said that ‘an informed nation can effectively exercise its rights and become developed’. The enactment of RTI Act 2009 is a milestone for us to become an informed nation. The THR Program in partnership with RI was supported by EU to train and organize media professionals and media outlets so that they are able to define and defend freedom of expression and advocate for respect to HRs at the national level through rights defenders and opinion makers..

Objectives:

- To improve media skills with modern communication technologies and professional development of rural and local journalists to disseminate HR violation issue more effectively.
- Promote RTI Act 2009 among LG Institution and community people.
- Activate UISC to make LGs the local hub for information.
- Enhance knowledge and capacity of LGIs on information management and dissemination.
- To strengthen the capacity of the media as a promoter of human rights through the establishment and capacity building of a national network of journalists.
- To raise awareness of HR violations among civil society, community people through dialogue about promotion of HR.
- To use modern technologies for efficient reporting of HR violations.

Working area:

The programme covered 7 districts in Bangladesh. Mymensingh, Tangail, Dinajpur, Narail, Pabna, Chittagong & Sylhet.

Target beneficiaries:

- A number of 568 EWRs in 238 UPs, 22 Upazilas and 22 Paurashavas
- Victims of domestic violence, early marriage, dowry etc. at grassroots level
- Targeted community people
- Media professionals
- Opinion makers

Major activities:

- Orientation, training workshops and leadership training for 245 EWRs and 2DPPF members of 23UPs, 22 Upazila Parishads and 22 Paurashavas were conducted in order to sensitize them on HR especially rights for services and access to justice of women.
- Establishment of GRCs in 10 districts in order to promote equal rights, empowerment and opportunity amongst EWRs.
- Published reports on HR violation against women every month.
- Organized professional development and capacity building workshops in order to train 210 national and local media professionals on investigative HR violation reporting.
- Trained 105 journalists and supported the formation process of HR violation journalists networks NNCJ in seven Districts.
- Observation of UDHR day on 10 December.

Achievements:

- 245 EWRs and 20 DPPF members of 238 UPs, 22 Upazila and 22 Paurashavas received orientation on rights of the women. They are now prepared as HR defenders and facilitate the process to enhance access to justice for the women victims.
- Deprived women in 10 districts have better access to information on human rights. In some areas they have become member of local CBOs and raise voice against violence.
- Over 200 local journalists are sensitized and some of them are writing investigative reports and articles on incidents and different aspects of HR violations.
- This year DW has set up a working relation with the National HR Commission and Information Commission in order to pave the ways for defending HR.
- EWRs in over 100 UPs have allocated more VGD, VGF, TR etc. to the poor and deprived women through SSN programme.

Lessons learned and challenges:

- Due to ignorance about related laws and government notifications EWRs are often ignored by their male colleagues in giving their due share in service delivery.
- Due to patriarchal mindset, social and religious barriers women victims of domestic and other violence do not get justice. They face social humiliation when they demand justice. Therefore, most of the victims remain silent.

- The culture of demanding and providing information has not been established.

Future course of action:

- Staff capacity building training on RTI Act, 2009.
- Organize training for UP representatives and the government officials of NBDs.
- Organize community campaigns on RTI Act-2009.
- Information upload through web portal and initiate the practice of providing information.
- Campaign to promote Web Portal.
- Organize national level policy advocacy

Human Rights Programme at a glance	
Inception of Human Rights Programme	2002
Total Projects	3
Project area coverage	7 Districts
PNGO	Relief International
Donor	British High Commission, RI

Success Story

Information is power

Mutaleb is a poor farmer who lives in Bahalipara of Rangpur Sadar and has a small plot of land. He maintains his family with hardship. One day he went to Ramnagar Union land office for mutation of his land. The local land office demanded Tk 350/- from Mutaleb as mutational fee. He did not have that amount of money and felt helpless. Fortunately he met Mr. Nuruzzaman who got training on RTI Act 2009, organized by DW. Nuruzzaman assured him to help and took Motaleb to DW office on the following day. He filled an application form for information and went to submit it to Nilphamari Upazila head office. But they refused to accept his application. Being harassed and frustrated he came to DW office for help. DW staff accompanied him to Upazila land office explained RTI Act 2009 and its implications. They suggested him to meet Ms. Monira Parveen, Executive Magistrate, who was the responsible officer for information. Finally he submitted the application through the e-service centre at Nilphamari Deputy Commissioner's office. **Motaleb received the information he needed and his problem was solved.**

Chapter 3

Human Resource Development Programme (HRDP)

Program focus:

DW is working to transform youths to “Human capital” since its inception. Democracywatch has undertaken several programmes to develop the leadership qualities of the young people and prepare them for jobs, social work and future leadership. Youth Leadership Program (YLP) is one of them. YLP enhances leadership qualities of the young people, ensures equal participation of women, and includes interfaith leaders in promoting tolerance and values of democracy, ethnic diversity and value of social harmony for development. This year, DW conducted training course on Role of Constitution in Nation Building (RCNB). Another interactive programme was to engage active citizens to motivate and increase the knowledge of the young people and encourage them to get involved in community development initiatives. The programme is currently in its fourth year. DW aims to create a new generation of modern, confident, skilled individuals capable of contributing in the development of Bangladesh; DWE is providing Life Style, Lifeskills, Gender and Governance training under HRDP.

Objectives:

- To provide lifeskills training to build confidence of the new generation to keep pace with the ever-changing competitive world and prepare them for jobs and leadership in their own field through training, motivation, inspiration, and participation and to become responsible citizens.
- To increase the number of young people that see active citizenship as a way of overcoming traditional barriers, accessing decision makers and influencing the lives of their community.
- GGSP which makes students aware of equal participation of women for ensuring good governance.
- To make course participants generally aware, how a constitution can protect fundamental civil rights and help to develop democracy.
- Civic Education Training to youths and elected women members on civic responsibilities, functions of LG and basic HR.

Working areas:

Dhaka, Mymensingh, Brahmanbaria, Dinajpur, Gazipur, Jessore, Kishoreganj, Moulavibazar, Nilphamari, Rangpur.

Target beneficiaries:

Nearly one thousand graduates, under graduates, school students, young Professionals, school children and poor and deprived students and elected women members..

Major activities:

- DWE has provided Lifeskills training to 380 young people during this year on various skills like English, IT literacy, morality, leadership qualities, democracy, gender equality, and more need based themes. Through our modern, enjoyable and participatory courses, young men and women are being prepared as confident and capable citizens for job market and future leadership. It also provided professional development courses to young professionals in order to enhance their skills and competence for successful career and be conscientious citizens.
- A total of 40 participants in two batches joined training sessions on History of Constitution and its importance in nation building. Relevant movies are shown in each session to make it more meaningful.
- DWE designed and offered courses to young school children on basic computer skills, internet browsing, multimedia applications and basic English language learning (speaking, reading, writing, and listening).
- DWE provided scholarship to 3 deprived girls to acquire IT skills and prepare them for employment. These participants live in Safe Homes and are brought up by single mothers who work as domestic help.
- Provided internship opportunities to graduate students of Dhaka and other universities.
- Young students and professional have been provided Lifestyle courses to develop their etiquette, knowledge about democracy, leadership, social values, and also become aware of current global issues who are now active as concerned citizens.
- Provided civic education training to 448 youths and elected women members on social responsibilities, functions of LG and basic HR.
- DW provided civic education training to 448 youth and EWRs on functions of LG, civic responsibilities, local resource utilization, service delivery and fundamental human rights in ten districts.

Achievements:

- Created a new breed of thinkers among graduates and university students who are capable of giving substantive opinion on constitutional matters.
- Active Citizens orientation session and five training sessions were conducted. A total of 182 youths, both male and female, participated in the training and responded that the training helped them build skills in identifying their potentialities and gain competence. They further informed that the training built bridges between them and their community to play active roles. At the end of the training, almost all the youth participants intended to apply the newly learnt knowledge and skills in their daily lives. The youth participants also shared their social action project plans and working with their community for local developments.
- Many students who completed their lifeskills courses are employed in good positions at various business corporations, development organization, multinationals and civil services.

- Four groups of volunteers emerged from Active citizens training, “Bihongo” a group of enthusiasts from down town Dhaka, Mirzapur Creative Works Society “MCWS” a community based group from Mirzapur Upazila, Tangail and other two were formed in southern districts of Bangladesh, Jessore and Narail. Two participants from DW were selected for International Study Visits in Egypt and Pakistan. One of the DW volunteers was selected for BUILDING BRIDGES Commonwealth Young Women’s Fellowship Program in the UK.
- DW volunteers initiated several community development activities. Two volunteers continued their effort of teaching underprivileged children in Moddha Barera, Mymensingh. A few more groups are active in Mirzapur and are providing computer training and pre-school lessons to the poor students in their locality. A group of volunteers are making school going children aware of physical exercise and cleanliness; they are also helping and encouraging the poor people to send their children to school.
- Youths and women LG members are more aware of their civic responsibility with training.

Lesson learned and challenges:

- Students intake was less than normal due to inflation
- Lack of effective marketing policy
- Competition with similar programmes
- Lack of good quality computers.
- Lack of new and innovative courses

Future Course of Action:

- Develop need based courses.
- Focus on young school children to give academic support and develop creativity.
- New Marketing strategy.

HRDP at a glance	
Inception of Human Resource Program	1996
Total courses	12
Project area coverage	Dhaka Division
Total Beneficiaries / Trainees	26000
Funding	Self funded and occasional small grants, British Council, TAF
Office	Dhaka, Mymensingh

Success Story

Democracywatch Education helping to build a successful career



Sadia Shabnam began her career as an intern of DW and now working at the Prime Minister's Office (PMO). She attended HRDP as a trainee in 2008 after completing her Masters in English from Dhaka University. In 2009, she started to work as an Intern in HRDP Project and afterwards she was recruited as Assistant Program Officer in governance program. She completed Lifeskills and Lifestyle programme from DW that helped her significantly to boost her professional capacity and building a good career in the competitive job market.

Chapter 4

Women Enterprise & Empowerment (WEE) Program

Main Objective:

Encourage and make the women aware of their fundamental rights and motivate them to participate in the development process. Develop women entrepreneurship for economic independence. Good Governance cannot be ensured without equal participation of women.

Activities:

From its inception DW is working to promote women to fight for their rights and gain economic empowerment. To achieve women's empowerment in all spheres of life, DW conducted different capacity building program as well as campaign and advocacy program. DW conducted several researches to explore the different aspects of women's economic empowerment. A study on Female Micro Entrepreneurs was conducted. DW organized SME fair to encourage women for their economic empowerment. This year, DW organized three fairs. In each fair around sixty female entrepreneurs attended with their innovative and attractive products which attracted public attention. The fairs were inaugurated by personalities like Rokia Afzal Rahman, former advisor, Caretaker Government and entrepreneur. DW maintains a regular network with the female entrepreneurs for supporting them.

Achievement:

Competence of women and men enhanced

- Developed a group of young professional/change makers with increased awareness on Gender and Governance.
- Observed different important days on women's empowerment. Through this, the students are able to understand the significance of these special days.
- Held several Handicraft Mela for providing opportunity to women to develop entrepreneurship.
- Organized 3 exhibitions to support women entrepreneurs in exhibiting and marketing their handicrafts.

Chapter 5

Management and Operation

Transparent and Accountable Management

Governance of Democracywatch:

DW management is clear in its vision, mission, transparency and values to run this organization in a proactive and efficient manner to make effective contribution to the development work of DW.

Vision:

Establishing a true democratic culture.

Objectives:

- Develop the organization's future strategies to address the needs of the society, in accordance with the vision and mission of the organization.
- Actively participate in programs.
- Monitor and evaluate performance of the organization and suggest improvement.
- Design annual budget and the annual report.
- Implement effective financial management system.
- Ensure organizational transparency.
- Ensure moral and ethical integrity.
- Orientation of all staff on different issues of interest in relation to DW's goal.
- Information sharing with the BOG and General Body Members.

Board of Governors:

The governance of Democracywatch is ascertained according to the rules and regulations of its Memorandum. DW has a Governing Body of 19 members out of which 7 are elected to form the BOGs. It is chaired by Professor Latifa Akanda of Department of Islamic History and Culture, University of Dhaka, and consists of well known academicians, lawyers and social activists. A significant factor is that the majority of DW's BoGs are women. The General Body includes National Professor Dr. Sufia Ahmed, Prof. Dilara Chowdhury, Magsaysay Award Winner Advocate Syeda Rizwana Hasan, environment activists, Mr Sanjeeb Drong, activists on indigenous peoples' rights, Dr Nitai Kanti Das, writer, development worker, Advocate Dr Naim Ahmed and other well known personalities.

Name	Designation
Prof. Latifa Akanda	Chairperson
Mr. Nurul Islam Khan	Vice Chairperson
Mr. Mirza Najmul Huda	Member
Dr. Nazmunnessa Mahtab	Member
Mrs Syeda Shamse Ara Huseyn	Member
Mrs. Mosfaka Rahman	Member
Mr. Rathindra Kumar Chowdhury	Treasurer
Mrs. Taleya Rehman	Member Secretary

The Executive Committee of the BoG meets every three months and decisions are taken in a participatory manner. The Board takes active interest in the governance of DW. They help and support in formulating the policies for general administration, staff welfare, financial planning, monitoring and evaluation of programmes. The board members sometimes take part in many activities and programs of DW, which promotes transparency and goodwill. The members of the BoGs play an active role in the recruitment, procurement and fund rising, as members of the respective committees. They are also involved in social and motivational activities of the staff. The BoGs serve a tenure of three years, which provides ample opportunity for them to know the organization well and be involved in its management and future development.

Internal Management

- Management meeting with all Directors and Program Managers are held on a weekly basis.
- Every department has meeting with their team leader following the management meeting.
- For better communication and information, a new system has been introduced by which every department submits an electronic weekly activity report to the ED.
- General staff meeting is held on a bi-monthly basis.

Achievements

DW brought out a handy Financial and Administrative Manual developed by renowned audit firm, A Quasem & Company. DW also developed a Management Policy which encompasses the following :

- Gender Policy
- Travel Policy
- Vehicle Policy

- Partnership Policy
- Monitoring & Evaluation Policy and
- Child Protection Policy

Internal Control:

DW's financial rules and procedures are duly approved by the BoGs in order to improve the financial administration, transparency, and accountability. Heads of department are responsible for the satisfactory functioning of their department and internal control in the organization. The internal control apply to all the activities; ensuring that measures are carried out as agreed and the resources of DW and used effectively, in accordance with correct ethical principles and established agreements. The internal control also includes establishing system for financial transactions in accordance with instructions from the donors and ensuring that employees follow them.

The internal control established segregation of duties in such a way that ensures checking of one employee's work by another in the course of their routine work. Through the internal control systems, the management ensures that:

- Information is adequate and accurate.
- Resources of business are protected against losses resulting from theft, embezzlement or carelessness.

Staff development for trained and forward looking young professional:

- DW staff are given free English and Computer training as part of staff development program
- Female staff are given six months maternity leave with pay
- Flexi hour for new mothers
- Special facilities for lactating mothers
- One weeks paternity leave for new fathers

Staff Health Care Service:

An afternoon clinic is run by a doctor from the Community Hospital.

Internal Audit:

The organization has introduced internal audit to ensure best practice, continuous monitoring and compliance to the rules and regulations. Internal audit is carried out by a designated employee of the organization. Internal audit is completely independent from the day to day activities of the organization, and the reports are directly submitted to the ED.

All the accounts of DW are annually audited. This year Aziz Halim Khair Choudhury (AHKC), Chartered Accountants was our auditor approved by the Board.

Internal Monitoring and Evaluation :

DW has a strong monitoring team. This team regularly monitors the project activities for protecting and safeguarding the interest of donors, as well as fulfilling the objectives of the organization.

Monitoring activities have been undertaken for the proper utilization of funds as well as effective and efficient implementation of the various programs. Monitoring process in covering all the aspects like drawing up of program guidelines, wide circulation, selection of deserving project proposals, release of funds, project implementation, etc. NGOs and donors both monitor all project activities as a tool of control mechanism. DW has a monitoring guideline. Monitoring team follows different methods and tools. According to this guideline, DW monitors closely and regularly all the activities of the partner NGOs starting from the selection process to the ending of the projects. Similar monitoring activities have been performed by DW for its Field Offices and activities undertaken at all levels.

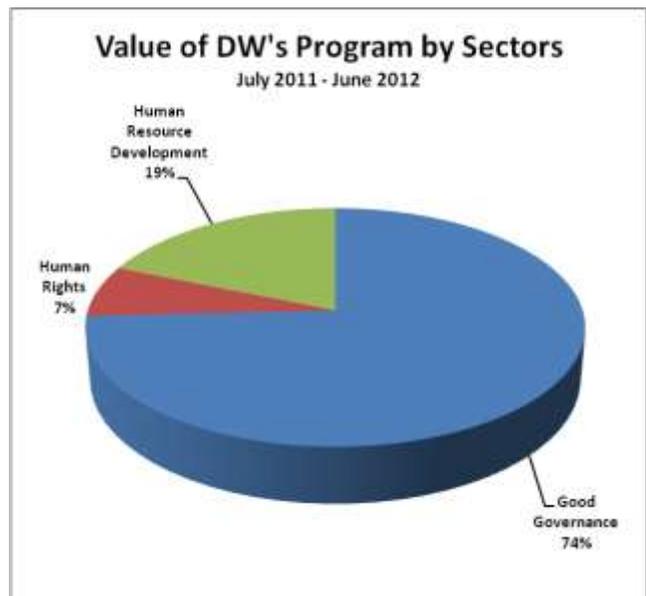
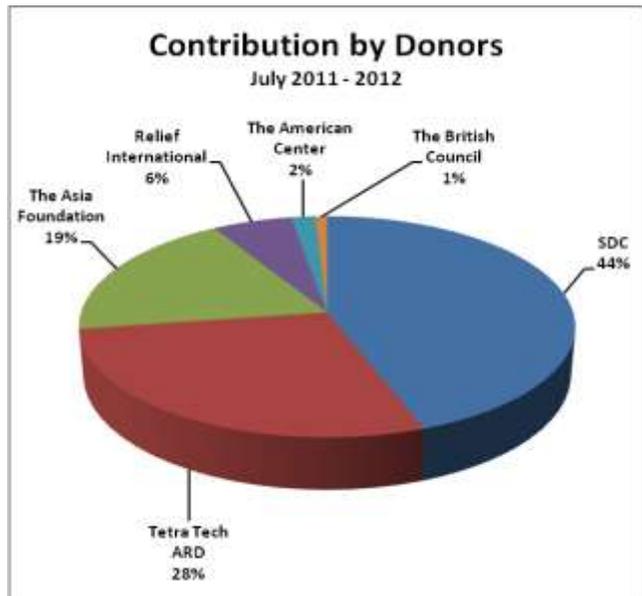
Monitoring Policy :

- Ensure that the benefits of the projects reach the target groups in time.
- Ensure that the organizations have loyalty to the people, credibility, reliability and capability to deliver the services required to the beneficiaries.
- A general attribute of the selected organization should be that it remains a non-political and non-partisan organization with members dedicated to community service.
- Ensure that the NGO should be able to bring about innovation and experimentation in organizing services, which are to be related to the needs of the people.
- Monitoring all the activities related to field program and financial management system of Field Office/PNGOs and own projects on regular basis and prepare a monthly monitoring report for submitting to the ED of DW.

Chapter 6
Financial Statement
DEMOCRACYWATCH
Donor and Budget

For the fiscal year ending on 30 June 2012

PROJECT NAME	DONORS	Amount in BDT.
Working for Free and Fair Election	The Asia Foundation	2,442,200
Transparency for Human Rights (THR)	Relief International / EU	2,228,000
PRODIP	The Asia Foundation / USAID	4,719,194
APARAJITA	SDC	16,849,612
Strengthening Democratic Local Governance Program (SDLG)	Tetra Tech ARD / USAID	10,707,044
Role of Constitution in Nation Building	The American Center	692,000
Active Citizen Youth Leadership Training Program	The British Council	320,000
TOTAL		37,958,050



Statement of Actual Income and Expenditure

Fiscal Year : July 2011 - June 2012

Particulars	Amount in BDT.
INCOME:	
Grant/ Donation	28,955,572
Hall Rent & Service Charge	4,162,924
Course Fees	1,255,843
Bank Interest	7,563
Total Income	34,381,902
EXPENDITURE:	
Salary & Benefits	14,508,684
Consultancy Fee/Honorarium	338,600
Program Support Cost	2,622,484
Program Activity Cost	15,908,892
Audit Fee	100,000
Depreciation	903,242
Total Expenditure	34,381,902

Annexure 1

Development cooperation and projects at a glance

Project title	Development partner	Project purpose
APARAJITA : Political Empowerment of elected women and potential women politicians.	Swiss Agency for Development and Cooperation (SDC)	To give information and enhance responsive and prompt local services to rural and urban poor (especially women) in Bangladesh.
Promoting Democratic Institutions and Practices (PRODIP)	The Asia Foundation/ USAID	Promoting Democratic Governance in Bangladesh through a focus on representation of the needs of poor and marginalized people
Working for Free and Fair Election	The Asia Foundation	Promote free and fair election in Bangladesh
Promoting Access to Information in Local Governance (PAILG)	Manusher Jonno Foundation (MJF)	Promote Right to Information Act 2009 among LGs and community people.
Strengthening Democratic Local Governance (SDLG)	Tetra Tech ARD/ USAID	Enhance understanding of elected local government representatives with a special emphasis on women members on local government practices, roles and authorities
Civic Education Training for Youth and Elected Women Members	The Asia Foundation	Encourage and make the participants aware of their fundamental rights and enable them to have proper understanding of the local government systems in Bangladesh and motivate them to participate in the development process.
Role of Constitution in Nation Building	The American Center, US Embassy Dhaka	To make course attendants in particular and the young students generally aware about how a constitution can protect fundamental civil rights and help to develop democracy.
Active Citizens Youth Leadership Training (ACYLT) Programme	British Council	Increase the number of young people that see active citizenship as a way of overcoming traditional barriers, accessing decision makers and influencing the lives of their community
Transparency for Human Rights (THR)	Relief International / EU	Improved media skills with modern communication technologies and professional development of rural and local journalists to disseminate Human Rights violation issue more effectively

Networks/Membership of Nationwide

- “We Can” Alliance
- Kormojibi Nari
- Bangladesh Alliance for Women Leadership (BDAWL)
- Women Leaders Development Forum
- CEDAW Committee
- Domestic Workers’ Right Committee
- Coalition of Urban Poor.
- Governance Coalition Forum
- Peoples’ Forum for MDG (PFM)
- Election Working Group (EWG)
- Bangladesh Union Parishad Forum (BUPF) a network of elected UP representatives)
- Campaign for Popular Education (CAMPE)
- Municipal Association of Bangladesh (MAB)
- SDC Gender Platform
- Education Watch - CAMPE

Membership/ Partnership and attachment at international level:

- Department of Public Information (DPI) of the United Nations
- World Youth Movements for Democracy (WYMD)
- South Asian Human Rights forum (SAHR)
- Volunteer Service Overseas Bangladesh (VSOB)
- Active Learning Network for Accountability and Performance in Humanitarian Action (ALNAP)
- Commonwealth Stet.
- Global Network of Domestic Election Monitors (GNDEM)

National

- BRAC, ASA, Grameen Bank, ASK, BLAST, Change Makers, Manusher Jonno Foundation, Khan Foundation, PRIP Trust, STEPS Towards Development

International agencies

- The Asia Foundation, Democracy International, DAI, Relief International, CARE, ActionAid Bangladesh, Tetra Tech ARD, National Democratic Institution
- USAID, SDC, DANIDA, DFID, NOVIB, CIDA, SIDA, UNDP, UNICEF, EU, Royal Danish Embassy, British High Commission, The American Center, British Council, Commonwealth Secretariat

Address

Democracywatch
15 Eskaton Garden Road, Ramna, Dhaka - 1000
Tel : +880 2 9344225, +880 2 9344226
Fax : 880 2 9330405
Email: info@dwatch-bd.org
www.dwatch-bd.org