

**INTERNSHIP REPORT**  
**ON**  
**Social Contribution of World Vision Bangladesh**  
**in Biral Upazila under Dinajpur District**



<b>SUBMITTED TO :</b>	
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**FACULTY OF BUSINESS STUDIES**

**HAJEE MOHAMMAD DANESH SCIENCE AND TECHNOLOGY UNIVERSITY  
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# **Chapter 1**

# **Introduction**

## Introduction:

Social Contribution is the strategic approach of the development work where the community people efforts for their own development. Communities & societies are the organization's most valued assets. Community people are working in an area who individually and collectively contributes to the achievement of the objective of the business, programme or ultimate goal. Society people share their resource capabilities and mental support with their full potential that brings the holistic development through the overall participation of the all stakeholders, partners, and actors. The society can share human, social, natural, financial, spiritual and materials resources for sustainable & transformational development. By working with and organization or partners they become empower and build their capability of sharing, contributing, engaging, and communicating and make them responsive.

Actually, Social contribution really means the societies contribution rather than organization. But this contribution is related for both side development works. That is social contribution and organizational contribution for social development. It cannot be success without social contribution and organization contribution for social development as well as social well-being.

It is one kind of motivational works which make ignite community people on some issues that create to do something from the inner side. To wake up the inner traits of people is its motto. Once while people would be conscious about their own development, a social movement creates and people searching for participation in any initiative to bring the positive changes in their practices and behavioral changes. Organization people find out those gap areas and work specifically and smartly through doing a smart planning and then the community engaged and participation ensured and ownership grown up. In this study, I searched that point of view and catch out those to learn what actually happening in the specific areas where world Vision Bangladesh and INGO works for child wellbeing.

## Objective of the Study:

The study has been conducted with the following objectives:

- I. To find out the social contribution of World Vision Bangladesh in Biral Upazila under the Dinajpur District
- II. To discover the community structure & functions of the society that led the community management that collaborative efforts for social wellbeing

- III. To find out the social problem, conflict and social practices of people engaged with World Vision Bangladesh in Dinajpur district.
- IV. To investigate the local resources and community strength of Dinajpur district.

### Limitation of the Study:

This is one of the extraordinary practical learning related with the study. This is the first assignment out of the course curriculum. During my service life I am assigned with so many types of works as example design document, redesign document, project proposal, assessment reporting, project evaluation etc. but this report is different task for me as because it's authentic learning research in the light of MBA course.

Besides above, have to face some other limitations:

1. Lack of availability of standard data. Actual assessment, apply of authentic survey method; tool and professional firm are not applied.
2. Some personnel of World Vision Bangladesh are not interested to provide useful information.
3. Most of the information about the topic relevant in this purpose was secrete from the point of view organization. So this kind of information could not be collected.
4. Improper combination among various departments.
5. They are too busy with Assigned work so have no eagerness to supply more because of extra hardness.
6. For the reason of confidentiality, some useful information cannot be expressed in this report.
7. Time is a limitation that would mostly with stands a comprehensive study on the topic selected.
8. Lack of available information about social contribution & community practices of World Vision Bangladesh.
9. Financial budget unavailability in this research note.
10. Finally this is my first time I am studying & doing such research alone under my supervisor job Experience. So my knowledge especially in such a research study is limited.

### Methodology of the Study:

The methodology of the study has been designed in the following ways:

**i. Data sources:** There are two sources of data. These are as follows:

**a) Primary sources**

Primary data collected from given below Schedule

Schedule of Focus Group Discussion (FGD) and Key Informant Interview (KII)

Sl n o	FG D/K II	Type	Date	Time	Number
1	KII with Govt officials	UNO	2 Oct'16	10:30 AM	1
		OC Biral Thana	3 Oct'16	11:00 AM	1
		Upazila Chairman	4 Oct'16	11:00 AM	1
		UP Chairman, Upazila	5 Oct'16	11:00 AM	1
		Education Officer,	6 Oct'16	11:00 AM	1
		Upazila Women & child Officer	7 Oct'16	11:00 AM	1
		Upazila Agriculture Officer	8 Oct'16	11:00 AM	1
		Upazila Health Officer	9 Oct'16	11:00 AM	1
2	FGD	Primary and high school teacher	14 Oct'16	10:30 AM	1
3	FGD	Village women, Lactating, pregnant, Lead Mother,	7, Oct16	10:30 AM	1
4	FGD	Village different occupation	8, Oct'16	10:30 AM	1
5	FGD	Boys girls disable etc.	14, Oct'16	10:30 AM	1
6	FGD	Child protection Committee Child Management committee School Management Committee CBO Management committee Health Nutrition and WASH committee Pregnant women support group	15, October16	10:30 AM	1
7	FGD	Community Volunteer	15, Oct'16	10:30 AM	1

**Table 01-Title: Schedule of FGD & KII**

**b) Secondary sources**

The secondary data has been collected from the following sources:

- Relevant Papers and Publications
- Books, Journals, Articles, different relevant reports LQAS, 30 Cluster caregiver Survey and small studies etc.
- Websites of World Vision Bangladesh, internet documents.
- WV International websites

**ii. Data collection methods:** The primary data has been collected from the employees of the World Vision Bangladesh through face-to-face interviews and informal discussions.

**iii. Data analysis and presentations style:** In the study, the data has been analyzed through Microsoft Office Package®. The data has been presented in the form of tables, graphs, charts, etc. in the study.

## Chapter 2

# Organization profile

**Name of the Organization: World Vision Bangladesh**

**Type of the Organization: International Non-Government Organization**

## About World Vision Bangladesh

World Vision is a Christian (humanitarian) organization, dedicated to the well-being of children, especially the world's most vulnerable children, their families and communities. We are committed to serve and partner with people in need regardless of religion, ethnicity or gender.

Founded in 1950 by Dr. Bob Pierce World Vision is working in nearly 100 countries across six continents. It mainly focuses on response to humanitarian emergencies, programmes promoting holistic and sustainable transformational development as well as changing policies that hinder the development of children to their fullest potential. Development philosophies, approaches and processes of World Vision have evolved over the years but its focus on child well-being has remained intact.

## Mission of the Organization

### World Vision Mission Statement

WORLD VISION is an international partnership of Christians whose mission is to follow our Lord and Savior Jesus Christ in working with the poor and oppressed to promote human transformation, seek justice and bear witnesses to the good news of the kingdom of God

**We pursue this mission through integrated holistic commitment to:**

### **Transformational Development**

. . . . . that is community-based and sustainable, focused especially on the needs of children;

### **Emergency Relief**

..... that assists people afflicted by conflict or disaster;

### **Promotion of Justice**

..... that seeks to change unjust structures affecting the poor among who we work;

### **Strategic Initiatives**

..... that serve the Church in the fulfillment of its mission

### **Public Awareness**

..... that leads to informed understanding, giving, involvement and prayer;

### **Witness to Jesus Christ**

..... by life, deed, word and sign that encourages people to respond to the Gospel.

## **Vision**

### **Our Vision for Every Child, Life in all its Fullness; Our Prayer for every heart, the will to make it so.**

- **For Every child irrespective of religion, cast, creed, colour, sex, ethnicity, abilities, nationality etc.**
- Children enjoy all the rights & privileges as outlined in the Child Rights Convention of the UN
- WVI has its global Child Protection Policy. World Vision Bangladesh has fully subscribed to this policy.
- Empowered, enlightened and caring parents
- Existence of communities that nurture the whole person: physical, intellectual, social and spiritual
- We pray that children and the poor, along with donors and our staff will be empowered to discover God's purpose for all our lives.
- We pray because we cannot fulfill this vision on our own.
- We seek God's direction and discernment to send us into our broken world with vision and hope.

## **Core values**

1. WE ARE CHRISTIAN
2. WE ARE COMMITTED TO THE POOR
3. WE VALUE PEOPLE
4. WE ARE STEWARDS
5. WE ARE PARTNERS
6. WE ARE RESPONSIVE



## **7. We are Christian**

- We acknowledge one God, Father, Son and Holy Spirit
- We proclaim together, “Jesus lived, died and rose again
- We seek to follow him
- In God’s eye women and men are equal
- Jesus challenged the unjust
- No discrimination or condition in His love
- From Him we derive our holistic understanding of the Gospel of the Kingdom of God, which forms the basis of our response to human need.

### **We are committed to the poor**

- We are called specifically to serve the neediest people
- To relieve their suffering
- Promote the transformation of their condition of life
- We stand in a common search for justice

### **WE VALUE PEOPLE**

- We regard all people as created and loved by God
- We give priority to people before money, structure, systems and other institutional machinery
- We act in ways that respect the dignity, uniqueness and intrinsic worth of every person the poor, donor, our own staff and their families
- We practice a participative, open, enabling style in working relationships.
- We encourage the professional, personal and spiritual development of our staff

### **WE ARE STEWARDS**

- No resources is our own, they are sacred trust from God.
- We are faithful users of the resources.
- Manage them in a manner that brings maximum benefit to the poor.
- We speak and act honestly.
- We are open and factual in our dealings with donor, communities, Governments and public.
- We strive for consistency between what we say and what we do.
- We ensure that our development activities are ecologically sound.

### **WE ARE PARTNERS**

- We are partners with the poor and the donors in a shared ministry
- We affirm and promote unity in the Body of Christ
- We commit ourselves to know, understand and love each other

- We pursue relationships with all churches
- We seek to contribute to the holistic mission of the Church
- We receive and consider honest opinions from others about our work

### **WE ARE RESPONSIVE**

- We are responsive to the life-threatening emergencies
- We take intelligent risks and act quickly
- We are responsive to new and unusual opportunities
- We encourage innovation, creativity and flexibility
- We maintain an attitude of learning, reflection in order to grow in understanding and skill

### **Organizational Cultures:**

- Dependence on God
- Leading with high spiritual values
- Transparent and participatory decision-making
- Encourage staff diversity
- Mutual respecting and caring for each other's
- Learns, value professionalism and high performance.

### **Transformational Culture:**

- To be prayerful in our lives
- To be good listener to our colleagues
- To be open and clear in our communication
- To show appreciation and recognition of work well done
- To continuously show care and concern of our colleagues
- To encourage inquisitiveness and knowledge among the community
- 

### **World Vision Bangladesh History**

World Vision began assisting the people of East Pakistan (later Bangladesh) in 1970 following a cyclone, bringing relief to the people of the coastal region. More than US \$200,000 in emergency relief supplies was provided. In addition, roads were rebuilt, wells were dug, and 63 schools, colleges and health clinics were reconstructed.

In 1971, civil war caused refugees to flee to India. World Vision aided with emergency relief measures for refugees. Through the relocation of villagers, road construction, land clearance, excavation of wells and canals and the repair of damaged schools and

structures, World Vision helped rebuild the northern part of the country. In 1973, World Vision opened an office in Dhaka. That same year, a child care programme provided direct assistance to children aged 4 to 14. In 1974, 23 new projects were initiated. Relief was provided to flood survivors in Jamalpur, Netrakona, and Mymensingh.

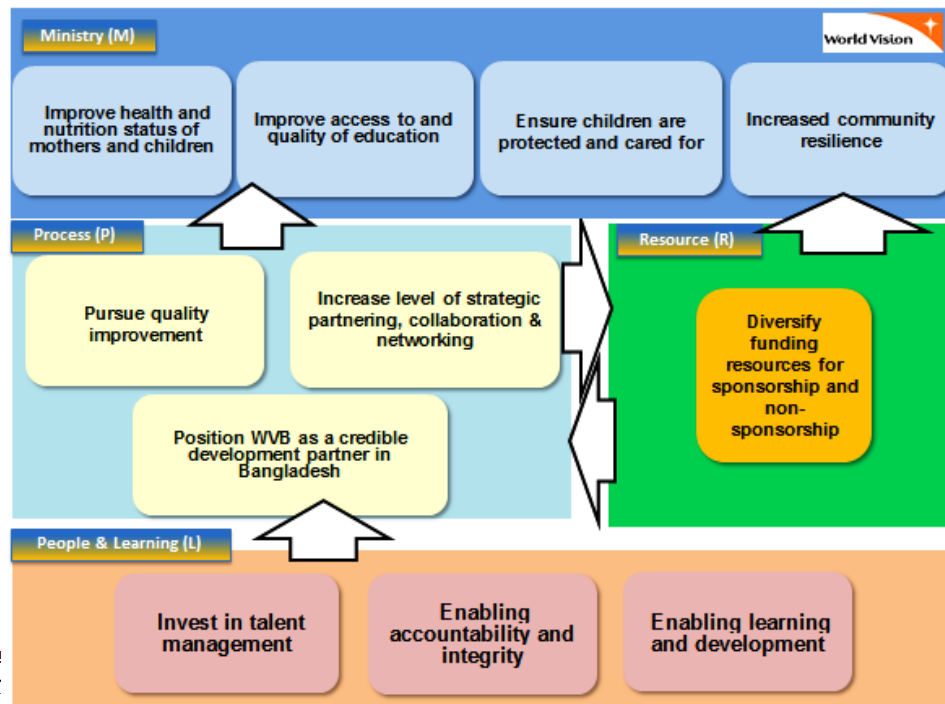
In the 1980s, World Vision conducted relief and rehabilitation work in four remote flood-affected areas. By 1982, the number of sponsored children had increased to 11,641. In 1986, through a flood rehabilitation programme, World Vision provided rice, chira (bitten rice) and housing assistance to flood-affected villages.

During the 1990s, the Bangladesh Flood Rehabilitation benefited 140,000 people. The Rohingya Refugees Relief project provided relief assistance to Rohingya refugee families who, because of political unrest in Myanmar, crossed the border into Bangladesh. By 1992, 254 projects were active, and the number of sponsored children had increased to 57,745.

By the end of 1998, natural disaster shelters were constructed for 95,000 people in the Chittagong, Cox’s Bazar, and Khulna districts. By 2005, in partnership with the Bangladesh Retired Police Officers Welfare Association, World Vision began helping arrested children who had been held in correctional facilities with adults and subjected to torture and abuse. World Vision transferred 773 juveniles from prison to a juvenile detention center. The project provided awareness to nearly 13,000 representatives of law enforcement and government

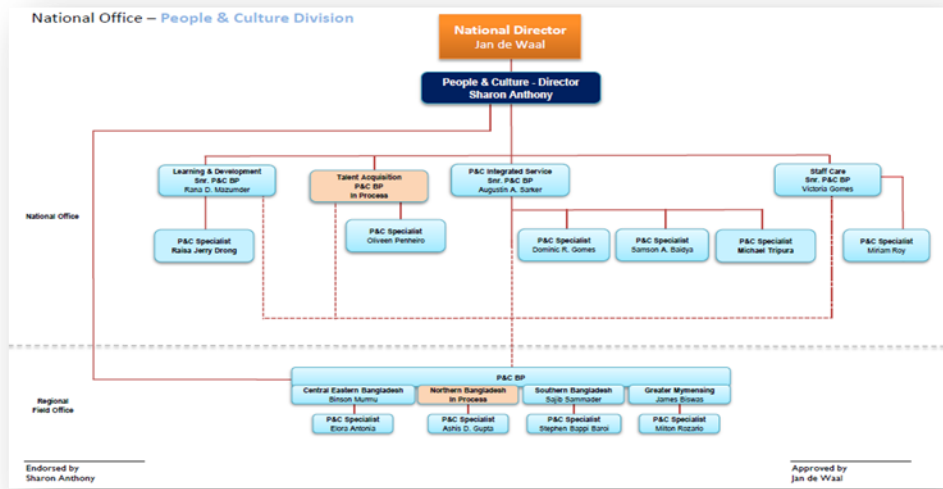
Currently a total of 181,000 children are getting direct assistance under sponsorship programs along with other community children.

## National Strategy:



**Figure-01: Title: National Strategy of World Vision Bangladesh**

**Organogram of World Vision Bangladesh:**



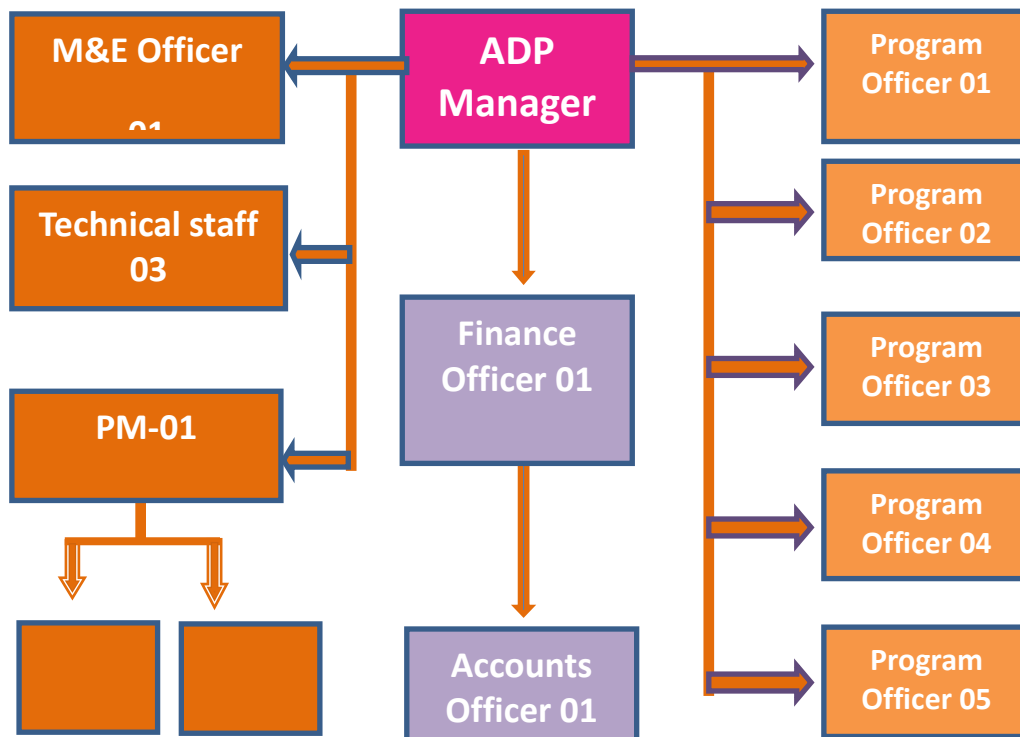
**Figure 02: Title: Organogram of World Vision Bangladesh**

**Programme structure**

Development Program Approach emphasis on equipping local staffs, community volunteers and facilitators, CBOs, civil society and other local entity and partners for sustaining the program.

A program manager will play vital roles overall program management as well as play supervisory roles. He/ She will be accountable for effective ADP team building, caring staff and their capacity building. Biral ADP will consist of 14 staff one program manager, five Program officer, two sponsorship staff, three technical staff one M&E officer, one Finance Officer and one Accounts Officer. Five program officers will be main helping hand to ADP Manager. They will play main roles to implement programs with collaboration and partnering. They will also responsible for creating community assets, capacity building of community volunteers and partners as well as program integrations. Sponsorship staff will led and guide the sponsorship program. Child protection staff will responsible to raise the citizen voice for transforming structure and policy. Technical staff like Nutritionist, education specialist and agriculturist will assist program officers in technical aspects and expertise to going the right tract of the programs.

## ADP office Organogram



**Table: Roles and responsibilities:**

Position with the Programme	Position within their organisation	Responsibilities within the programme
ADP Manager	Program Management	ADP Manager will play roles as a team leader of the program management and supervision. He/ She will be reportable Senior ADP Manager and close touch with Division Director who based on Divisional Office. He will coordinate among all projects in light of National Office strategies, child well-being outcomes and targets. He also responsible for establishing networks government department

		and non-government organizations and churches for effectively program operations. ADP Manager will prepare and submit semi-annual and annual report and other require reports to Division Office, National Office and Support office. He will also do all program related correspondences to DO, NO and SO.
Finance Officer	Financial Management	Finance Officer will responsible for all financial issues maintaining the World Vision financial standard. He/ she will maintain all financial records for future auditing and reference. He/ she will reportable to ADP Manager and also reportable to Divisional Finance and Admin Coordinator regarding technical concurrence.
Accounts Officer	Supply Chain Management	Accounts Officer will assist Finance Officer in financial issues and lead ADP all procurement process. He/ She will be reportable to Finance Officer.
M&E Officer	Monitoring and Evaluation	He/ She will responsible ongoing program monitoring to keep program on tracks and evaluation functions. He/She will conduct study to know the program impacts and ensured significant changes and lessons learn of the said programs
Program Officer	Program Facilitation	He/ she will responsible implement all program and project outputs and activities with local stakeholder and partners in assign program focus area.
Customer Service Officer	Sponsorship Management	He/ She will do all the correspondences between children and sponsors and ensure child well-being through program integrations and effective monitoring.
Project Manager	Sponsorship Management	Project Manager will lead and supervise sponsorship management project. He/she also will responsible for reducing child/early marriages and create friendly environments to ensure child well-being. He/ She will form community voice and action groups, child forums, media relations, organize local civil society and through these entity will advocates to protect children from child marriage and ensure their rights at community, Upazila, district and divisional and national level.
Technical Specialist	Facilitate Nutrition	Provide technical support, training and coaching to village nutrition promoters, health

(Nutritionist)	related interventions	and nutrition facilitators and Program Officers. He will reportable to program manager administratively but regarding technical issues he/ she will reportable to divisional health coordinator.
Technical Specialist (Education)	Facilitate Education related intervention	Provide technical support, training, and coaching school management committees, Parents teacher association, student's council, parent's constituent groups and program Officers for ensuring quality primary education. He/ She will be reportable program manager. He/she will be guided by divisional educational coordinator for technical concurrences.
Technical Specialist (Agriculturist)	Facilitate Agriculture related interventions	Provide technical support and assistance to program officer for facilitating agriculture related all interventions through community participation and ownership. He/ she will provide technical support to establish local level value chain for getting fair prices of the producers.

## Compensation Policies, Plan, Procedures and Structure of World Vision Bangladesh:

World Vision Bangladesh is a renewed Non-Government and non-profitable organization. It has been working in Bangladesh after liberation war. It is part of world vision international. World Vision is known as a child focus organization. It has been working for sustain and well-being of vulnerable community children. It has very well structured compensation policies and plan. In world Vision, Human Resource Management Division is known as 'People and Culture Division". There are number policies related to compensation policies in world Vision Bangladesh. It includes staff position grading system, salary structure and administration, Provident fund, Long Service award etc.

### **Salary:**

WY-BGD undertakes to maintain principles of compensation, which are in keeping with the broad philosophy for compensation adopted by WVI globally. Acting locally, WY-BGD seeks to assure equitable levels of compensation for comparable positions, which would be fundamentally influenced by individual performance and competencies

### **Salary Administration:**

Salary is a payment for both the value of the position in accomplishing the overall goals of the organization and the value that the person brings to the organization including knowledge, skills and experience. WV-BGD is using a salary structure that evaluates each position based on HAY methodology defined by World Vision.

Monthly salary payment will be deposited directly into the assigned bank account of individual staff where possible, five working days prior to the end of each month.

The Salary scale will be reviewed on a regular basis, i.e. every 2-3 years for their appropriateness and to ensure it is up to date.

Individual staff salary will be reviewed from time to time taking into consideration performance appraisal, market trend and funding patterns.

Monthly gross/consolidated salary as mentioned in individual staff contracts, always reflects the total monthly salary.

### **Salary Offer for New Employee:**

In general, initial salary offer of newly hired external candidate shall start at the minimum salary and progress one level higher for value added achievements such as related advanced degree and technically specialized area.

In the event that a successful candidate's negotiated salary is more than the minimum base salary in the designated grade level, the salary offer will be pegged on the level that is closest to the amount of the candidate's negotiated salary.

### **Salary Increase or Adjustment:**

A salary increase or adjustment may occur in the following situations:

During the annual performance review process - if an employee gets a rating of Fully Competent(FC), Commendable (C) or Outstanding (O) (provided they joined WV-BGD before 1 April of that year).

Revision of Job Description with significant change or added responsibility that will cause a Grade Level change once the job is evaluated using the HAY methodology. The new salary would start at the minimum salary on the designated grade level.

It is important to note that when an employee moves to another job on the same job grade level, there will be no increase in salary.

The annual salary increase will follow the completion of the annual performance review process and the recommendations made for the individual employee. In the event that an employee changes their role and supervisor during the fiscal year, the employee should complete a performance review before they move positions. This review will be included in the documentation for the annual performance review at the end of the fiscal year.

No annual salary increase will be released to an employee who obtained a performance rating of Need Improvement (NI), Unsatisfactory (U) and below.



There may be instances wherein employees may have monthly salary levels that are over positioned for the specific role assigned/ being performed by them. In such exceptional situations, a specific plan to 'red circle' the salary (ie, hold the salary at the current level until the appropriate step on the grade level has been reached s) will be drawn up and implemented. The concerned employee will be consulted in the process of finalizing such a plan.

### **Salary Deduction:**

WV-BGD may be required to make deductions from the salary of an employee for the following reasons:

During an unauthorized absence from work and for any time away from work taken in excess of and beyond the leave are entitlements and/or attendance requirements.

When an employee has an outstanding business/travel advance/other payment are made to the employee who is reimbursable to WV-BGD.

WV-BGD expects all staff that is eligible to pay to the Government, income tax as required under the Income Tax Law. As part of discharging its' responsibility to fulfill the 'withholding liability' for income earned by its' employees, taxes as required by law will be deducted and deposited with the appropriate Government Treasury offices. Such deductions will be noted on monthly pay slips and be appropriately receipted.

In keeping with the principle of optimizing the salary package of all staff under the income tax laws, the salary package will be re-composed to accommodate any changes legislated in the tax laws and to offer such admissible benefits to staff. The effective date of this re-composition will be after the effective date of implementation of such tax legislation.

As has been the previous practice, staffs who are resigning from the organization and/or serving the notice period prior to departure from the organization, will not be eligible for any Festival bonus, salary increment/adjustment, monetary gifts etc. In the events that such has been declared by the Management.

### **Provident Fund:**

All confirmed employees directly on the payroll of World Vision Bangladesh will be covered through the contributory Provident Fund Scheme.

There is a separate world vision Bangladesh employee provident fund policy which operates through its own policies and framework

### **Festival Bonus:**

World Vision Bangladesh provide bonus known as festival bonus to its employee once year.

All staff who are on World Vision Bangladesh's payroll at the time of disbursement of their respective Festival Bonus will be paid a fixed amount of Tk. 40,000/= (Forty thousand Taka) as Festival

Staffs that join world vision Bangladesh after the festival will not be paid any bonus for the rest of the fiscal year.

Separating staff that leave before the payment of the Festival bonus will not be eligible for this bonus.

New staff on probation are required to work a minimum of one full (1) month to qualify for the festival bonus. The amount to be paid will be pro-rated accordingly

The calculation for pro-rated is as follows,

1 day amount= (Bonus amount/365)= Tk. 110 for year with 365 days or Tk 109 for 366 days

**Payment of the bonus will be only for the following festivals:**

- Buddhists at the time of Buddha Purnima
- Christians at time of Christmas
- Hindus at the time of Durga Puja
- Muslims at the time of Eid-ul-Fitre

**Long Service award:**

World Vision Bangladesh does value the contribution of staff who has diligently served the organization year after year, even though it is clearly recognized by all that WVB offers only contracts depending on requirement, fund availability and needs of the organization).

Staff who have been given the opportunity to serve a minimum period of five (5) years, and subsequent opportunities to serve (every) five years thereafter, may be honored at an award ceremony for long service, to be organized as and when determined by the management.

The process of determining the actual period to qualify for the long service award will be handled by the P&C Division based on Separate guidelines governing this benefit.

The process of determining the actual period to qualify for the long service award will be handled by the P&C Department based on separate guidelines governing this benefit. World vision Bangladesh decision in respect of granting Long service Award shall be final.

**The amount for services award are as follows-**

- For 5 years      Tk. 4000/=

- For 10 years Tk. 8000/=
- For 15 years Tk. 12000/=
- For 20 years Tk. 16000/=
- For 25 years Tk. 20000/=
- For 30 years Tk. 240000/=
- For 35 years Tk. 280000/=

## **Severance Pay:**

The organization reserves the right to stop the severance pay for any staff for any kind of misconduct, audit infringement.

For the purpose of catering to confirmed staff who joined before October 1st, 2013 and have served a minimum 3 years of service with WVB, who thereafter resigns from the Organization on their own accord, staff will be entitled to the total amount accumulated thus far calculated to as follows :-

Up to 30 April 2012, one month's gross salary of the last drawn pay on that date x number of years of service as of 30 April 2012

From 1st May 2012, one month's basic salary of the last drawn pay x number of years of service from 1st May 2012 to separation date; as a recognition of their long services.

Confirmed staff who joined from October 1st, 2013 (FY 14), any new hires will not be eligible to get any Severance Pay (which in the current form is like a Gratuity) except if under the following conditions:-

Confirmed and eligible staffs are affected by closure of/phasing out special project/ADP or WVB office.

Confirmed and eligible staff affected by restructuring/ organizational re-engineering resulting in redundancy of positions/ loss of current jobs.

Confirmed and eligible staff affected by separation on medical grounds/reasons.

In the event of termination from the organization for due cause (i.e, misconduct/malpractices etc.), severance payment will not be paid. The proceeds would as a matter of priority be used to defray any expenses/ loss/costs caused to the organization by the employee.

## **Study Leave:**

This facility will be viewed in tandem with Individual Development plan for any academic studies such as Masters, MBA etc...The staff needs to be discuss with the immediate supervisor in advance for any study leave. In all such cases, the individual

staff's study leave must be duly supported or recommended by the respective immediate superior/and should be sent to the respective Business partner and P&C Director will approve the study leave based on Regional Field Director's recommendation.

Study leave allowed will be for purpose of study and taking exams and shall be limited to a maximum of 10 days in a year

Application for such study can be submitted through the online **Our People** under ESS option "Absence Type-Study assistance/Leave".

### **Leave without Pay:**

This facility will normally not be granted unless there is an exceptional set of circumstances based on which the individual staff makes this request. Such application can be applied through **Ourpeople** online system via the ESS option under field "Absence Type- unpaid personal leave of absence".

Staff seeking leave without pay under such exceptional circumstances must obtain prior endorsement from his/her immediate supervisor. The application is to be forwarded to the Regional Business Partners and with recommendation of Regional Field Director; the P&C Director will approve this leave. The application for Leave without pay should be submitted to the line manager before 15 days approval.

In all respect, the issue of leave without pay will only be considered upon the employee, having fully utilized his/her Annual Leave in the first instance.

More than 15 working days leave without pay will result in a freeze on the Organization's contribution to both the staffs Provident Fund. The contribution will recommence once the concerned employee resumes work.

### **Compensatory Time Off:**

Staff when required to travel away from his her job location for at least a period of six days or more including a week-end on a mission, or training, etc., he may avail 1 day compensatory time off for 5 working days with 1:1 days for weekend on return to the job location. Workings in weekends need prior approval from the immediate supervisor.

This compensatory time off cannot be accumulated unless prior approval from the respective immediate supervisor.

The procedure for applying for this time off and recording this information is identical to the one followed for leave or through our people under ESS option "Absence Type-Travel compensation Time".

### **Compassionate Leave**

In an emergency situation, staff can avail of this paid leave as follow:-

May get three (3) working days for death of a family member. (i.e. grandparent, parent, brother, sister, parent in –law, spouse, children only). Staff will be required to inform immediate supervisor or respective Regional Business partner’s or both thereafter to support such leave, failing which, this will be deducted against the Annual leave balance.

Two (2) working days in the event of staff suffering a sudden calamity e.g. fire, flash, flash flood, storm etc.

Application for emergency leave can be done in discussion with the immediate supervisor through **our people** under ESS option “Absence Type- Bereavement Leave/compassionate/Emergency Leave”.

### **Staff Transfer:**

As World Vision Bangladesh expands its programs and activities, employees movements and position changes are inevitable. Staff working in the same project and location has some advantage like familiarity with the local community, positive influencing of community and authorities etc which are very helpful for the project. On the other hand, there are some disadvantages like staff not able to grow professionally because of limited experience and opportunity negative influence and mindset etc. that may limit the overall quality of the project. This policy defines the general principles, scope and the procedure for transfer in the organization.

### **Scope of Transfer:**

The following are the scope for transfers: All employees of WVB can be reassigned/transferred/relocated to anywhere with WVB offices, at any time for any reasons like filling vacant positions, need to qualified and experienced staffs, career development, avoiding redundancy and for their organization interests and ministry needs. Failure/avoidance to accept such transfer will be viewed as a breach of basic condition of employment contract.

### **Types of Transfer:**

General/routine transfer: The maximum period of work for field staff in the same project or location will be six to eight years and after which he/she will be transferred to another location for the greater interest of the organization.

Promotional transfer: Transfer due to the promotion of an employee to a higher position at a different location.

Administrative transfer: Initiated by management in order to maintain better work environment, discipline, resolve conflicts in a work place and team. This transfer will follow normal disciplinary process and if not accepted would lead to termination of employment.

Mutual transfer: Inter project transfer in agreement and understanding between/among staff and supervisors for genuine reasons mainly health care considerations.

Request transfer: Transfer recommended by the immediate supervisor of the employee and the line management based on the request of an employee.

Process:

When need arises for a transfer, initiating office in consultation with its immediate supervisor, will propose to P&C with reasons for transfer.

The P&C Director will approve the transfer after reviewing the request of the immediate supervisor and endorsement Regional Field Director and issue transfer letter.

Field staff shall not be transferred until they have served at least 1 year at their present location/project.

Minimum of 15 days' notice will be provided to the staff in case of normal transfer but in case of administrative transfer, immediate transfer may take place depending on the situation/importance of the case.

### **Expenses/benefits Related to Transfer:**

A staff on transfer to another locality and who wishes to move his/her family or his/her residence to the new locality may be allowed, on application, to claim for all, or any combination as stated below;

Travel expenses for the employee and immediate family members (children and spouse).

Transportation cost of shifting the personal belongings.

Cost of meals for employees and family members on the day of transition as per per-diem policy

A maximum of up to three (3) working days of transfer leave with fully pay on application

To apply for transfer leave by maintain prescribe web base software.

To stay at a hotel/guesthouse according to the limit in the respective approved category up to a maximum of 30 days, paid for by WVB, to enable the staffs to arrange for suitable accommodation at the new location.

### **Relocation allowance:**

If any staff relocate his/her family to the base location, one time relocation allowance of Tk. 30,000/- will be provided to staff if the requirement of the job is at least for 2 years, subject to management decision. In case of any violation, a pro-rated amount will be deducted accordingly.

If the transfer is Request Transfer or Mutual transfer category when an employee is transferred to his/her home base where his immediate family (spouse and children) resides, he/she will not be entitled for relocation allowance.

### **Temporary Transfers:**

As a general rule a temporary transfer will be for a period not exceeding six months. Employees who are transferred on a temporary basis to meet the organizational requirements shall be entitled to the following:

Transportation for the staff to the new location and back after the period.

Living allowance of Tk. 10,000 (ten thousand) per month if the transfer is outside the district location.

Transportation cost of shifting the personal belongings.

Cost of meals for employees on the day of transition as per per-diem policy

If the temporary transfer extends for more than 6 months, the above benefit will continue or immediate supervisor should inform P&C and will take further decision regarding benefits

Public holiday:

As a general rule, WV-BGD will observe seventeen (17) days of the gazetted public holidays in each calendar year in Bangladesh.

A list of the Public Holidays recognized by WV-BGD will be circulated to all staff preferably at the beginning of each calendar year. All staffs are requested to refer to the list when planning their holiday plans etc.

WV-BGD may require any staff to work during any public holiday (as and when the need arises or on certain occasion); Staff are encouraged as part of their responses to their call to Ministry, to contribute their time willingly and not resort to claim for payment in such a case, unless so specified in advance.

Other holidays declared by the Government from time to time, may be observed at the discretion of the National Director.

### **Staff Medical:**

World Vision Bangladesh is very much supportive to its employees plan. A separate policy is existed for its employee known as Staff medical policy. In order to maximum support to its employee and their families World vision Bangladesh has been contracted with MetLife for medical assistance.

### **Group Life (GL):**

Group Life Insurance coverage provides for a lump-sum i.e., one time, payment of the amount of Life Insurance Coverage as per the schedule of benefits or insurance plan to the beneficiary designated by the Policy Holder/Insured, in the event of death of an Insured Employee from any cause, mainly except-

Suicide within first year of coverage

“AIDS” or “AIDS” related diseases.

Each Eligible Employee Flat Coverage: BDT 1,500,000

### **Accidental Death (AD):**

If an employee sustains an injury through accidental means and due to such injury he/she suffers the loss of life as a direct result of such accident, the Insurance Company, subject to the provision stated in the Policy Document, will pay in lump-sum, to the person(s) entitled thereto, in addition to the Life Insurance benefit.

Each Eligible Employee Flat Coverage: BDT 1,000,000

### **Permanent Total Disability (PTD)**

The amount of coverage under this Rider is the same as under Group Life. If any employee becomes totally and permanently disabled from sickness or bodily injury and is wholly prevented from performing any occupation for remuneration or profit, this benefit is payable in lump-sum following a one year disability waiting period. Benefits are payable in lieu of the Life Insurance benefit.

Each Eligible Employee Flat Coverage: BDT 1,500,000

### **Permanent Partial Disability (PPD)**

The amount of coverage under this Rider is the same as under Group Life. If any employee becomes partially disabled on a permanent basis, as a result of sickness or bodily injury, these benefits are payable in lump-sum as per the benefits schedule. Each Eligible Employee Flat Coverage: BDT1,500,000

### **Hospitalization:**

Group Hospitalization Benefits are designed to provide Benefits to the Employee/Dependent in the event of CONFINEMENT in a HOSPITAL because of Injury or Sickness. Our Group Hospitalization Insurance Plans are basically REIMBURSEMENT TYPE Plans wherein Insured Employees / Dependents make Out-of-Pocket Payments and submit the Actual Expenses Bills to MetLife for Reimbursement per Max Limit of the Approved Plan for the Employer or Employee concerned. However, we have Credit Arrangement with leading Hospitals in Bangladesh through which we arrange NO CASH Treatment under our Managed Care Program on the basis of PRIOR APPROVAL for Non-Emergency Hospitalization. Hospitalization Plan: Maximum BDT 100,000

Maternity:

The Maternity/Obstetrical Benefit is applicable to expenses incurred for Room, Board and General Nursing Care, Special Hospital Services to the Mother, and Ordinary



Nursing Care of the baby/babies while the Mother is confined in the hospital, and for Charges made by the Physician, or Registered Midwife engaged by the Hospital. This benefit is payable once for any one pregnancy. Pregnancy shall include childbirth, miscarriage, or legal abortion, including any and all complications arising therefrom in connection with any one pregnancy.

Maternity Benefits are paid, in a Package, following Hospitalization related to Child Birth or Miscarriage or Legal Abortion.

General Out- Patient, Dental Out-Patient, Optical Out –Patient Benefit

Medical Out -Patient Benefits (including Dental & Optical Out-Patient) provide for reimbursement of actual Medical expenses- up to a certain YEARLY Limit (BDT35,000) including family Members ( Children's up to age 21 years)- as below:

Travel policy (in country):

The official in-country Travel policy is not considered as a benefit package, and world vision Bangladesh expects that the traveling staff must show their ethical conduct of stewardship while on official travel. WVB staff will be able to claim up to the limit as stated below, subject to the terms governing such policy for transportation, lodging, meals and other services necessary for travelling staff to properly conduct business on behalf of WVB.

### Travel policy- Lodging (hotels & guesthouses)

Location	Maximum Limit	If not staying at Hotel/Guesthouse (I fixed subsidy/per trip)
Divisions: As per the Bangladesh Govt. Administrative Division including Bogra & Cox's Bazar	Tk. 3500/=	Tk. 1000/- per trip
Districts: As per the Bangladesh Govt. Administrative Districts	Tk. 3000/-	Tk. 800/- per trip
Other Location	Tk. 2000/-	Tk. 600/- per trip

### Per-diem

Location	Maximum limit			
	Breakfast	Lunch	Dinner	Total

Divisions: As per the Bangladesh Govt. Administrative Division including Bogra & Cox's Bazar	Tk.200/-	Tk.350/-	Tk.450/-	Tk. 1000/-
Districts: As per the Bangladesh Govt. Administrative Districts	Tk.200/-	Tk.300/-	Tk.350/-	Tk. 850/-
Other Location	Tk.150/-	Tk.250/-	Tk.300/-	Tk. 700/-

## **Separation, Farewell and death:**

### **Resignation:**

An employee may resign from the services of the organization by providing one month's notice in writing to his/her immediate supervisor or pay an equal amount in lieu of notice. Any exception of notice period is to be dealt on case-by-case basis by the people & culture Department at National office and accordingly salary will be deducted in lieu of notice period.

Staff on probation may resign by providing fifteen (15) days' notice in writing or pay an equivalent amount in lieu of notice accordingly.

The immediate supervisor is accountable for noting any voluntary separation from the services of the organization and duly informing the P&C as well as the relevant staff in the rest of the project.

This action is required to be taken in a timely manner and as early as possible, to allow for follow-up actions such as exit interview, preparation for all settlement, annual leave balance, clearance letter etc.

Immediate supervisor is requested to carefully adhere to the requirement of notice period to employee and WVB and to carefully coordinate this important step with both the employee and with the P&C team.

Immediate supervisor in consultation with P&C can take decision to relieve staff under probation ahead to the required notice period.

Immediate supervisor will ensure employees separation clearance form, balanced Annual leave and submit it to P&C. The P&C will conduct exit interview with the staff, follow-up the separation process and send the relevant document to National Office P&C.

Termination without cause:

In keeping with the employment contract signed with each employee, WVB may choose to terminate the serving of any employee without having to assign any reason. In such cases, all normal full and final settlement will be released to such employee.

This can only be taken by WVB after approval has been received from the P&C Director

21.3 Termination due to Retrenchment or Reorganization or other causes:

If any employee's service is no longer required by Organization because of reorganization or a change in organizational plans, World vision reserves the right to terminate or release such an employee upon providing adequate advance written notice of 30 days or pay a similar amount in lieu of notice. World vision may consider compensation in lieu of notice based on the organization's interest. The P&C Director, in consultation with National Director, can only take this decision.

In case of termination due to misconduct, WVB will reserve the right to take the appropriate disciplinary action including immediate dismissal without notice, taking into consideration of panel of inquiry. In such case, 'Severance payment policy' shall also be applicable or taken into due consideration.

For non-renewal of work contract- WVB reserves every right to decide on non-renewal of the staffs work contract if it is of the opinion that the staff's service is no longer required. In such cases, WVB will inform the staff at least 30 days ahead in writing or pay a similar amount in lieu of notice.

### **Medically Board out- due to illness**

WVB reserves the right to medically board out the services to sick employees, no longer able to perform his/her duties because of prolonged illness. It will make at that time, full and final settlement of all regular and other benefits due to the staff where possible.

Every such case must receive the approval of the P&C Director, who will require that all relevant documentation be submitted, to facilitate this process.

### **Retirement:**

The mandatory age for retirement of staff is sixty years. Employees shall retire from employment on the birth date during which their sixtieth birthdays falls accordingly.

For the purpose of determining the retirement age in general, the date of birth as shown on the Birth Registration of peoples Republic of Bangladesh shall be used as reference.

In the absence of Birth Registration the National Identity Card shall be used reference.

Employee joined before December 01, 2014 of birth will be considered of their submitted document during contract agreement.

WVB may, however invite the staff to work for further periods beyond their retirement age, but such period shall be on a yearly basis or at any period mutually agreed between the two parties, subject to the staff being certified medically fit to work by an approved medical practitioner.

In such a case, WVB will subsidize fifty percent of the medical examination fees incurred. Staff will be required to submit the official payment receipt to claim for this medical examination subsidy.

Any extended term beyond the retirement age shall not be entitled to the following unless so specified in the terms of the new contract:

Salary increment,

Staff provident fund

Group insurance cover

Severance pay

Any staff may retire prematurely on any medical grounds subject to mutual agreement between the two parties. In such an event, WVB may exercise the right to offer separation benefits to deserving staff. Such payment, however, shall be treated on a case by case basis, and shall not be used as precedence for any other staff.

In cases of separation, a small (token) gift may be purchased and given to the departing employee. This organizational practice is based on our partnership's ethos of sustaining relationships as well as on the context of the local culture

## **Farewell**

**Purpose:** Though employee separations are not desirable they are inevitable in a growing organization. WVB would like to recognize and acknowledge the services and contribution of the employee to the organization by giving them a farewell gift when the employee leaves the organization due to various reasons including retirement but not termination. This policy states the guidelines and farewell gift benefits to employees.

**Guidelines:**

WVB values employees and their faithful services to its ministry. When an employee leaves the organization he/she will be provided with a farewell gift by the organization. The ceiling for the farewell gift would be as follows;

Employees with 10 year and above years of service –up to Tk.4000

Employees with 3 and up to 10 years of service – up to Tk. 2500

Employees with more than 1 year but less than 3 years of service – Tk. 1500

The intention of this gift is not cash bonus but gift to have good memories of the organization

Normally farewell parties are arranged during weekly devotions, or any other office functions organized during the time of separation. Reasonable expenses towards these farewell parties would be covered by the organization. Immediate supervisor should consult with respective P&C in deciding the limit for farewell party expenses.

For employees who leave within one year of service, farewell program may be arranged within the respective departments or projects.

## **Death**

**Purpose:** Death of an employee is an unfortunate and unexpected event and a tremendous loss to the organization as well as the employee's family. WVB values all

its employees and their contribution to the organization and do not want the family members to financially suffer due to a sudden demise of an employee. This policy is intended to provide insurance benefit in case of a sudden demise of WV B employee.

Employee who expires, nominee will be given a full month salary of that month including two month's extra salary.

In such case, all other terminal benefits will ease as on the date of death of the employee WV B provides life insurance coverage to all its employees as per group life insurance scheme.

**Fifteen (15) Lac taka (1500, 000) per employee, upon normal death pr**

**Twenty Five (25) Lac taka (2500, 000) per employee, upon accidental death**

Specific provision made by the insurance company govern this scheme

The benefit is available free of cost to individual staff. All staff is required to take ownership for the updated nomination of beneficiaries of this benefit. The information recorded in the personal files retained at the national office will be binding and will be applied in all cases.

### **Counseling and staff care:**

#### **Staff will train on staff well-being education with P&C support**

Staffs are encouraged to seek counseling and assistance/facilitation if they encounter problems etc. that are not that easy to resolve on their own.

Team leaders and P&C team will operate in tandem, to deal with issue raised by employees to ensure that the core values of the organization are upheld through the guiding principles and value noted.

Immediate supervisor will communicate to National Office staff care for any supports as required

#### **Security and Safety measures:**

All staff strictly observes the various safety measures, rules and regulations and safety signs in WV B's premises.

Staff shall also abide by all the security rules and regulations that are in current practice including those that may be amended/introduced from time to time

Online Security training for different level is available online and staff must complete this online training course. For new hires, immediate supervisor will send the certificate to P&C.

WV Bangladesh reserves the right to conduct security searches on staff entering and/or leaving the organization's premises, and such searches may include the staffs personal belongings, vehicles, lockers and any packages, possessions brought in or out of the premises.

In premises where there are security services, the security officers are fully empowered to conduct such security searches in the course of their duties.

WV Bangladesh will not be responsible for any loss of any private property/personal belongings etc. brought in the organization's premises.

All staffs are encouraged to go through the security and safety guidelines as stated in the security Manual/Handbook on security and safety.

## **Learning & Development:**

The learning & Development defines the guidelines and procedures by which WVB provides learning and development to align national employees with the learning objectives identified in the yearly performance management and directly linked to the strategic objectives of the organization.

WVB will invest in the intellectual capacity building of its employees based upon the organization's strategic goals and objectives. WVB believes that the training and development of employees through learning and development initiatives benefiting both the individual and the organization. Provided it is aligned to the learning objectives in their yearly performance management process and the development is aligned to their job duties as set out in the Job Description of the staff or for a future position that has been identified and agreed upon by the manager and staff and P&C as the next position undertaken by the staff.

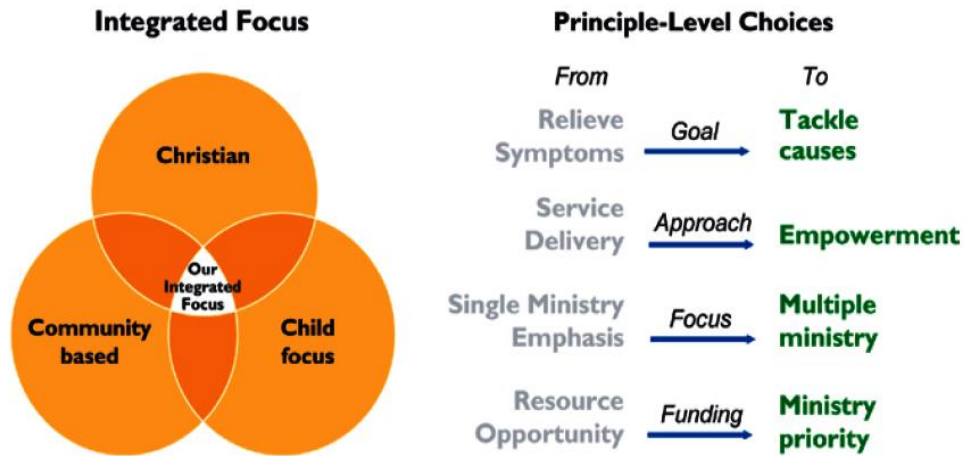
As such, WVB believes both parties have responsibility for development initiative in consultation with P&C. WVB provides funding for development solely based upon the organization's need as well as the employee's ability to undertake the training.

## **Program Approach**

All regions and national offices have developed strategies based on WV Partnership guidance. Partnership programming standards and guidance (e.g. Integrated Programming Model, LEAP, Sector strategies, etc.) have been developed in order to enable national offices to contribute to the well-being of children in alignment with their respective strategies.

## **World Vision Strategy and the World Vision Ministry Framework**

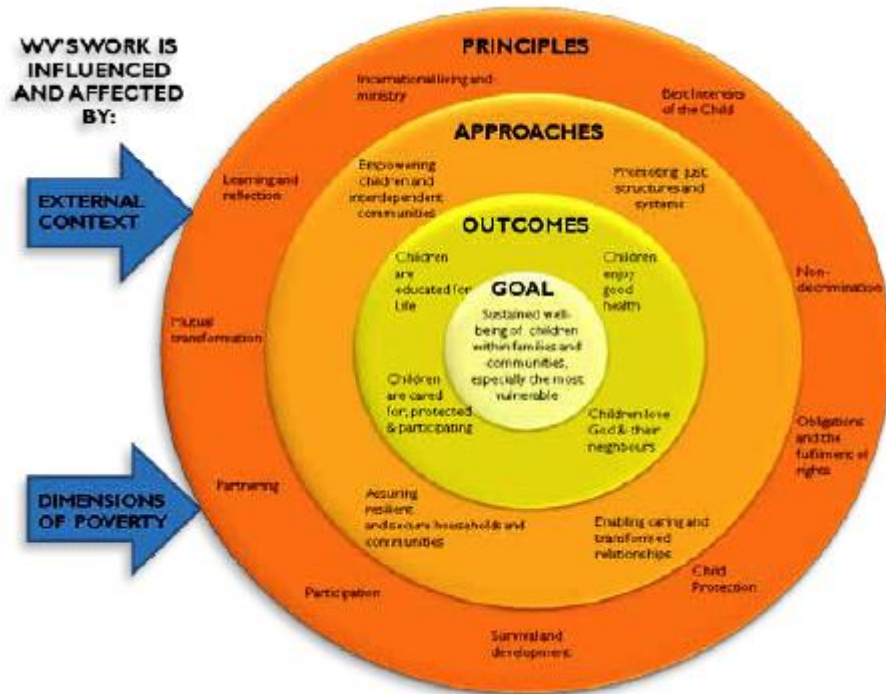
In recent years, World Vision (WV) has worked to sharpen its strategic focus at global, regional, and national levels. The Integrated Focus and Principle-Level Choices, shown in Figure 1 below, are part of the WV Partnership guidance in developing strategies. By Integrated Focus we mean that in all places where we work, World Vision would like to appropriately express its Christian identity, prioritize children, and “walk alongside” communities and partners who are rooted in the situation. We have a set of Principle-Level Choices that guide the development of strategies toward tackling root causes, empowerment, being driven by needs in the field, and maintaining the multiple ministries of relief, development and advocacy.



**Figure 03. Title: World Vision's Integrated Focus and Principle-Level Choices**

Until recently, various parts of WV used separate frameworks to articulate their understanding of ministry. These frameworks came from Transformational Development (TD), Humanitarian and Emergency Affairs (HEA), Advocacy, and Christian Commitments. Building on these, leaders of all of the ministry groups in WV have come together and developed one common Ministry Framework.

The Ministry Framework replaces all the previous frameworks. It provides an integrated ministry bridge between our strategy and our operations. It intends to bring clarity and coherence to our understanding of poverty and vulnerability, and the philosophy of how we respond to these. The Ministry Framework articulates a common ministry goal with shared principles, approaches, and outcomes. This is illustrated in Figure 4 below.



**Figure 04. Title: The World Vision Ministry Framework**

Sustained well-being of children within families and communities, especially the most vulnerable, is the goal of all of World Vision’s ministries. The well-being of children is further articulated by the Child Well-being Outcomes (CWBO). The outcome areas are:

- Girls and boys enjoy good health
- Girls and boys are educated for life
- Girls and boys love God and their neighbours
- Girls and boys are cared for, protected, and participating.

The principles and approaches of the World Vision Ministry Framework provide an environment that enables contribution to the ministry goal and outcomes. The outer circle of the Ministry Framework contains the ministry principles. These principles reflect World Vision’s commitment to the rights of children, the responsibilities of adults, and the way in which World Vision staff undertake their work. The Ministry Framework approaches describe the way World Vision operationalizes the ministry principles. These approaches reflect our integrated focus, principle-level choices, and other core WV documents.

## **Integrating World Vision’s programming**

For World Vision, integration in programming means bringing together key elements of our ministry and resources in ways that are context appropriate, while building on local assets and efforts already underway. Integration is not an end in itself. World Vision works towards greater integration in order to contribute more effectively toward the



goal defined in the WV ministry framework: **sustained well-being of children within families and communities, especially the most vulnerable**. This provides guidance on context-appropriate integration of key elements of World

Vision's programming. These elements include:

- The integrated programming model
- Learning through Evaluation with Accountability and Planning (LEAP) and Indicators for Child Well-being Outcomes
- Child Sponsorship
- Christian Commitments
- Disaster management
- Local level advocacy
- Sectors and themes
- Programme Management Information System (PMIS).

Key elements of World Vision's programming referred above. The relevant programming standards, guidelines, and tools from these elements of WV's programming have been brought together into the Guidance for Integrated Programming. This is intended to be a helpful, user-friendly set of resources for staff working to design, implement, and support World Vision's long term, local level programmes.

All WV programmes and projects are to be designed according to context and contribute to the goal of sustained well-being of children within families and communities, especially the most vulnerable. The Ministry Framework applies regardless of the context, line of ministry, or funding stream. The Integrated Programming Model (IPM) provides operational guidance in alignment with the Ministry Framework for longer-term programmes at the local level.

# **Chapter 3**

## **Social Contribution**

## Definition of Social Contribution

Actions of firms that contribute to social welfare, beyond what is required for profit maximization is Social Contribution; are classified as Corporate Social Responsibility (CSR). The acceptance of CSR by business scholars and practitioners has a spotted history. While scholars debated the legitimacy of CSR, consumers and investors developed clear preferences for socially responsible firms. Big corporations, in large part, responded positively, making CSR an important element of strategic management. The development of CSR from its controversial beginning to its current acceptance as a legitimate business function is outlined along with a discussion of the role of corporate social performance, socially responsible investing, and global corporate citizenship.

## What is Social Responsibility?

Social responsibility (SR) is a broad term used to describe a company's efforts to improve society in some way. **These efforts can range from donating money to nonprofits to implementing environmentally-friendly policies in the workplace.** Social Responsibility is important for companies, nonprofits, and employees alike. Corporate social responsibility is not a mandated practice in the United States; instead, it is something extra that companies do to improve their local and global communities.

## Why Social Contribution is important

Being Socially Responsible means that people and organization must be behave ethically and with sensitivity toward social, cultural, economic and environmental issues. Striving for social responsibility helps individuals, organisations and governments have a positive impact on development, business and society with a positive contribution to bottom-line results.

## Background of the context

### Natural Resources:

Biral is one of the upazila (sub-district) of Dinajpur District under Rangpur Division located Northern part of the country. Once it was greater part of Rajshahi Division. These areas are identified as Borendro Tract. Biral Upazila is one of them. A typical dry climate with comparatively high temperature prevails in Borendro area, except for the wet season from mid-June to October. The land is very much fertile for agriculture crops like paddy, wheat, maize and vegetables. The summer fruits like mango, papaya, jackfruits and litchi production comparatively high in this area. This area is famous for litchis all over the country. Two main rivers are flowing across upazila i.e. Purnorbobha

and Tulai. Purnorbobobha River is flowing east side and Tulai is flowing middle of the upazila. These are considered as sources of fish, enabling agriculture cultivation during rainy season. But the river is almost dry the in the winter season. Natural forest is very limited, only 11.05 sq. km in this upazila but social forestation is high considering it. Social forestation is includes fruit and wooden trees. Most of people depend on agriculture lands and its productions.

#### **Climate Changes:**

It is observed and proven that climate is changing in Bangladesh due to global warming and many other factors. Biral Upazila is not out of it. For these reasons the average temperature is going high day by day. The reported average temperature in winter is 4° to 17° Celsius and in summer it is 32° to 44° Celsius. Irregular rainfall with high and low inconsistency has been observed the recent past few years. Droughts are common issues that have been observed the recent few years and during this time temperature is higher than others parts of the country. Agriculture productions fall on challenges due to lack of natural water. Besides due to climate changes water level goes down day by day as an impact of it. It is also impacting on irrigation systems. Within one or two years the existing shallow/deep tube well could not pumping enough water for agriculture irrigation due to going down the water level that is hampering the agricultural productions.

#### **Natural Disasters:**

Bangladesh is much more known a natural disaster prone country. Natural disasters like cold wave and drought are common in this area the recent past few years. Drought and cold wave are experienced last year in this year and these disasters slow down the progress of development activities. Agriculture production is lower and sometimes destroys their assets by it that impacted on the livelihoods of the community people. Flood is not experienced of this area after 1988 devastating flood while two third lands went down under water. Recently, earthquake has been identified though it frequency and prevalence is low. Besides, heavy storm that is called **Kal Baishaki**, sometimes also destroy the poorly constructed houses every year. Man- made disaster like fire in households as remarkable in the program primary focus area and it is generally happened during winter seasons. Water surge and cyclone are not reported in this area.

#### **Social Context**

Biral ADP is located at Dinajpur district under Rangpur Division. It is 10 kilometres to Dinajpur 424 kilometres from the capital city of Dhaka. It is consists of 10 unions and 237 villages. The people republic of Bangladesh government declared Biral Municipality to take some areas of Biral union last year. The upazila occupies an area of 353.98 sq. km. including 11.05 sq. km forest area. It is located between 25°31' and 25°46' north latitudes and between 88°26' and 88°38' east longitudes. The upazila is bounded on the north by Kaharole upazila, on the east by Dinajpur Sadar upazila, on the south by India and on the west by Bochaganj upazila. Nothing is definitely known about the origin of the Upazila name 'Biral'. It is learnt that here lived a Zaminder (landlord) name Biral Biswanath in this locality and it generally believed that the upazila might have originated its name Biral after the name of that Zaminder (landlord). As per

population census 2011, the total population of Biral Upazila is 2, 57,925 with male 1, 30,160(%) and female 1, 27,765(%) and the average household size is 4.2 persons.

### Most Vulnerable Groups status

The following groups have been identified by the community engagement process as the most vulnerable. Many exercises, including the exploring our context and community summit, identified the following groups as most vulnerable groups. The feedback from the community and the results of the phase evaluation present are similarities in the identification of most vulnerable groups. To validate vulnerable groups, ADP conducted KII with Union Parishad, Local elite and Government officers.

- Poor and ultra-poor household people
- Orphan/step children
- Landless families and their children
- Families with members with disabilities
- Illiterate families and their children
- Malnourished children
- Ethnic community
- Drug addiction children and parents

### Focal problems:

#### Importance to community and partner priorities

Biral ADP is going to be fully DPA aligned from its 2<sup>nd</sup> phase as partnership recommended. In order to align DPA the program started a journey with community people last September 2012. It was a very good process for planning together. From step 1 to 4, the program knew the existing community's context deeply and prioritized the issues and set their vision. The following priorities have been identified through community summit.

1. Poverty/Lack of alternative income
2. Lack of nutrition/Lack of treatment facilities
3. Lack of sanitation facilities
4. Lack of quality education
5. Lack of Child protection, early marriage, child labor
6. Lack of awareness, social superstition and injustice
7. Drug addiction
8. Lack of technical knowledge among women

SI #	Subject	Issues	Vote
1	দারিদ্রতা/ বিকল্প আয়ের অভাব	Poverty/ Lack of alternative income	● ● ● ● ●

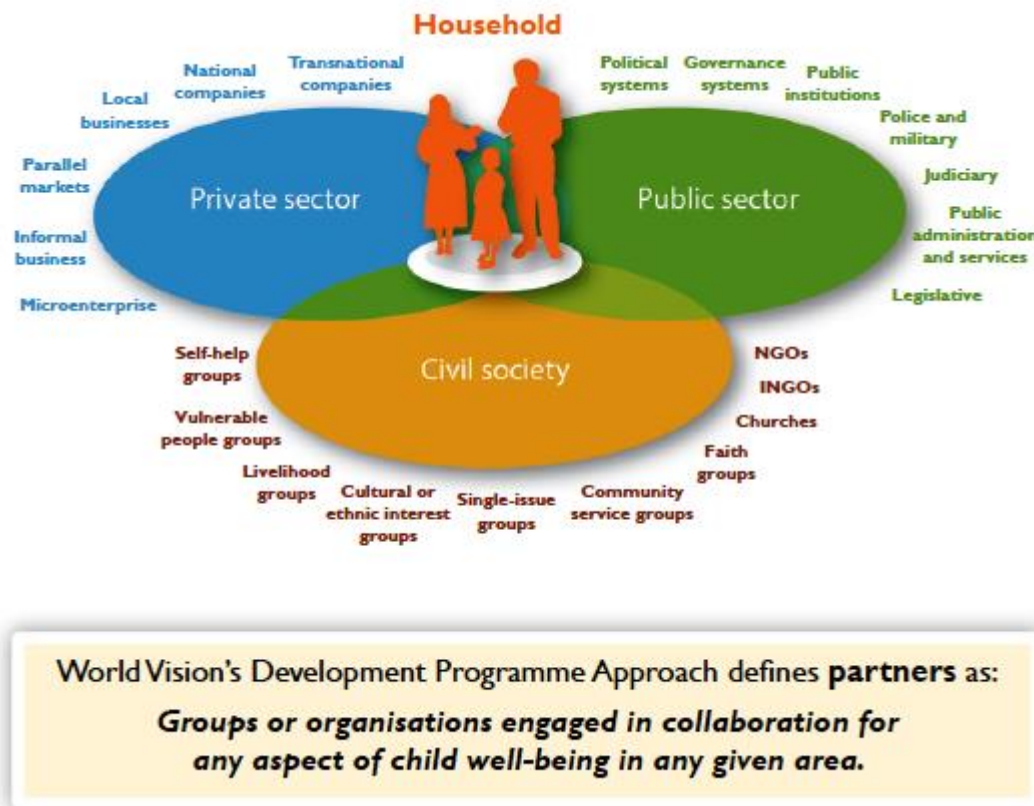
2	পুষ্টির অভাব/ চিকিৎসার অভাব	Lack of nutrition/ Lack of treatment facilities	● ● ●
3	অসচেতনতা সামাজিক কুসংস্কার ন্যায় বিচারের অভাব, সুপারিকল্পিত পরিবার	Lack of awareness, Social superstition, Lack of social justice	● ●
4	স্যানিটেশন সমস্যা	Lack of sanitation facilities	● ● ●
5	অনুকূল পরিবেশের অভাব	Lack of congenial atmosphere	
6	শিক্ষার অভাব (মান সম্মত প্রাতিষ্ঠানিক শিক্ষা প্রদানের অভাব)	Lack of education ( Lack of quality educational institute)	● ● ●
7	শিশু অধিকার, নিরাপত্তা, বৈষম্য, শিশু শ্রম, নির্যাতন, বাল্য বিবাহ, ইভ টিজিং সার্বিক পরামর্শের অভাব (পারিবারিক ও সামাজিক)	Less emphasize on Child right, protection.  Child discrimination, Child lobar, early marriage, Eve teasing, lack of advice (Family and society)	● ● ●
8	মাদকাসক্ত (শিশুদের মাধ্যম হিসাবে ব্যবহার করা)	Addiction to drugs	● ●
9	নারীদের কারিগরী শিক্ষার অভাব	Lack of technical knowledge of women	●

Considering the above information, Biral ADP and community together developed three projects to meet the importance and priorities of community. These projects related to health and nutrition, quality education, local level advocacy on child rights especially early marriage and sponsorship interventions.

## Program Partner

Children exist within a network of different relationships, institutions, and systems within a family and community, and at the national, and global levels. The stakeholders within this network provide many of the essential resources and services that children and their families need to thrive, such as access to education, health care, nutrition, shelter and protection. **Many of these stakeholders are ‘duty-bearers’ – they have a legitimate responsibility for child well-being. Given the number of duty-bearers and their ability to affect children’s well-being, it does not make sense for WV to develop and deliver its own programmes in isolation.** Instead, WV seeks to work

effectively with them. Possible partners come from within this range of groups and organisations. WV works with them in ways that strengthen and empower them, building on their own interests, mandates, strategies, roles and capacities.



**Figure 05: Title: Possible stake holder in programme area**

## Socio economic situation

### Social context issues status

In comparison other parts of Bangladesh Hindu religions people are comparatively in large number at Biral Upazila. About 27% of the total population are Hindu at Biral Upazila where in Bangladesh is only 9%. The Hindu people practice the religious festival normally without facing difficulties but in some cases especially during prayer times of majority community they cannot use musical instruments.

There is a superstition in the community especially Hindu community to get married girls before 18 years of age. For this reason percentage of early marriage is little bit high in this area. There are limited scopes for girls children for higher education. This is also main reasons of early marriage. As per national status 66% girls got married before 18 years of age. At Biral it is 11.25% as per phase evaluation report but it is suspicious status due to limitation of phase evaluation methodology. Upazila women

and children affairs officer stated that more 30% girls got married before 18 years of age. Dowry system is also alarming issue in this area though there is law by state against dowry system during marriages. Community people tell that it is happening to take dowry from bridegroom during almost all marriages either in day lights or in hidden.

There are some ethnic people in the program impact area. They are unaware about their development. They especially the male drink wine (called Haria) almost every days of the year. They also make it and sell it. They believe that women will work more rather than men.

## **Educational situation and political context**

Bangladesh is known as a democratic country. In view of administrative points, the country is divided in seven (7) divisions. Each division subdivided into districts and the districts divided in to upazila (sub-districts). And the upazila consists of some unions. Union is the lowest administrative level of Bangladesh. Chairman is head of union who is elected by vote of union population. Union structure consists of 01 chairman, 09 members and 03 women members. At Upazila level there is a large number of officials appointed by the government headed by Upazila Nirbahi Officer (UNO).

In Biral there are eleven elected bodies for eleven unions, one elected body for Upazilla Parishad for a specific period of time. Government officials, elected leaders and different standing committees, are engaged in planning, implementation and monitoring in the areas of health, education, economic development, law and order, child rights promotion and culture development. The Local level government including the elected leaders is quite supportive of World Vision's work. Biral ADP implemented its interventions in the last five years alongside the local government and community people.

### **Target group or stakeholder (Beneficiaries)**

World Vision target beneficiaries mainly the most vulnerable children who are deprived and reluctant, oppressed and marginal. The children are growing in a family and every family exists in a community. Community belongs with a society. So all the elements children, male, female are world Visions stake holder or beneficiaries. Who influence in the life of the children are WVB stakeholders. But World Vision prioritized on Most vulnerable poorest of the poor community.

### **Program implementation process through Critical Path**



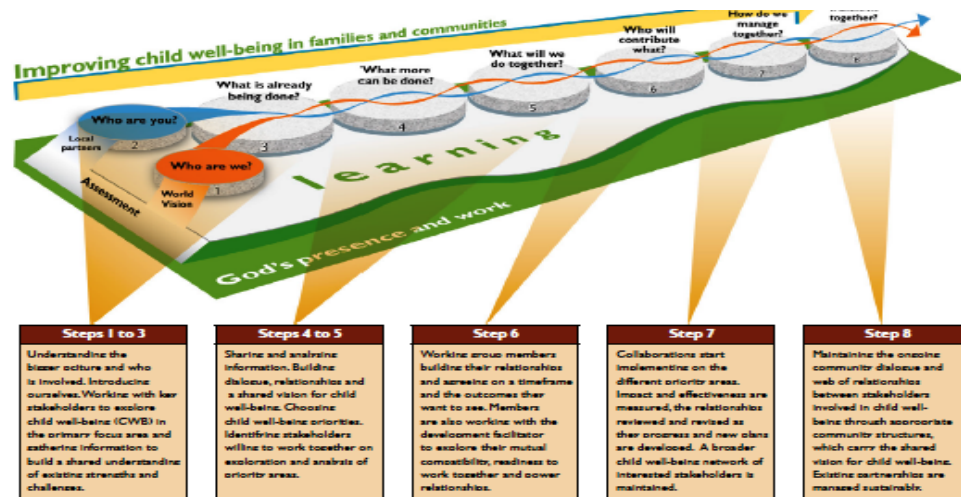


Figure 06: Title program development along Critical path

## General Programme approach

The program approach based on the following principles;

1. Child participation
2. Life Cycle Approach
3. Focus on most vulnerable
4. Participatory approach
5. Local level advocacy
6. Partnering and collaboration
7. Developing staff competency

**A. Child Participation:** The program has identified the key areas where child participation will be ensured. Participation provides opportunities to acquire and practice the skills, increase negotiations skills, individual and group decision making. Through participation children are encouraged to be active roles against child protection or social unjust system and structures. The program intentionally involved children in different issues where they can raise their voices, can take decisions to promoting their own rights and these will help them to become productive and responsible citizen.

**B. Life Cycle Approach:** The program will take initiatives base on the life cycle period of children i.e. 0-5 year, Children 6-11 years and 12-18 years children. The program will takes nutrition and ECCD program for 0-5years children, basic education for 6-11 years aged children and life skill education for 12-18 years children. The ADP has identified their survival, growth and development issues through program design research.

**C. Focus on most vulnerable:** During program design research, the program has identified the most vulnerable of its target area through using wealth ranking done by communities and exercise exploring our context tool. Through this wealth ranking, poor

and ultra-poor households are identified the most vulnerable people those quality of life and ability to fulfil their potential dreams and violently affected by exploitative relationships, serious discrimination and sometimes devastate disaster in the program area. Child protection specially reduce of child marriage will be focused the entire life of the program.

**D. Participatory approach:** The program will follow the participatory approach from beginning to end. Participatory approach is more meaningful for changing for better lives of children. During program design research, the program has followed the participatory approach and through this approach got issues for program re-design. It will be program implement, managing and monitoring. Throughout the life of the program, community and stakeholders engagement will be ensured to tackle the root causes and bring the positive change of their life.

**E. Local level Advocacy:**

Biral ADP will focuses on local advocacy that empowers communities to work towards the sustained well-being of children within families and communities, especially the most vulnerable. ADP seeks to tackle the root causes not symptoms of child well-being issues. It is observe that many barriers for development in the communities, as well as their root causes, come from non-favourable systems and structures as well as lack social accountability in the state. And through these causes community people especially the most vulnerable people suffer much. During program design research, such kinds of some issues have been identified i.e. not maintaining the standards of education policy, early marriage of children etc.

The program has been determined to implement advocacy program through CVA approach. CVA is a local level advocacy approach that aims to increase dialogue between community people and organizations that provide services to the community people. It also aims to improve accountability of state in order to improve the delivery of essential public services. This approach aims to empower communities to influence the quality, efficiency and accountability of public services.

**F. Partnering and collaboration:** The program will work through partnering and collaboration approach. At beginning of program implementation, program will identify some formal and informal potential partners to work through partnering and with collaboration. The program will take initiatives for their capacity building so that they can work with WVb to achieve the target goal. The program will considers the partnership principles i.e. equity, transparency and mutual benefits. Program will be shared responsibilities, resources as well as risks as well. The ADP builds the capacity of partner like SMCs and PTAs, parents constitute groups and other community members, teachers, administrators, WASH committee, Health & nutrition committee child forum, IVDV, DG and local CBOs through training, gathering and sharing promising practices and approaches. The self-directed action learning approach to building the capacity of local partner volunteer educators and health professionalizes their contribution to improve the child well-being status.

**G. Developing staff competency:** Equipping local level staff and develop their competency are the requirements in compliance of DPA. “Quality staff will give quality

product” base on this universal truth the program will take initiatives to develop staff and volunteers capacity to achieve quality results.

Applicable approach will be:

- Regular coaching and mentoring
- Capacity building through job related trainings
- Sharing the learning to the staff

## Source of Fund for the program

### Programme budget

**Table No-02 Title: Programme budget**

<b>Estimated Programme Budget</b>						
Programme Phase	Implementation Phase # 2					
Programme Year	Y1	Y2	Y3	Y4	Y5	Total
Financial Year	FY 2014	FY 2015	FY2016	FY 2017	FY2018	
Project 1: Mother and Child Healthcare Project	277,738.00	221,550.00	254,894.00	254,894.00	254,894.00	<b>12,63,970.00</b>
Project 2: Education Project	180,306.00	269,438.00	220,590.00	220,590.00	220,590.00	<b>11,11,514.00</b>
Project 3: Sponsorship Management Project	225,956.00	193,012.00	208,516.00	208,516.00	208,516.00	<b>10,44,516.00</b>
<b>Total programme budget</b>	<b>684,000.00</b>	<b>684,000.00</b>	<b>684,000.00</b>	<b>684,000.00</b>	<b>684,000.00</b>	<b>34,20,000.00</b>

**Table No-03 Title: Registered Children (RC) estimates**

<b>Estimated numbers of Registered Children</b>						
Programme Phase	Implementation Phase # 02					
Programme Year	Y1	Y2	Y3	Y4	Y5	Total
Financial Year	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	
Number of RC	3000	3000	3000	3000	3000	3000
<b>Total Income from Sponsorship</b>	<b>6,84,000.00</b>	<b>6,84,000.00</b>	<b>6,84,000.00</b>	<b>6,84,000.00</b>	<b>6,84,000.00</b>	<b>34,20,000.00</b>

**Table No-04 Title: Income from other sources**

<b>Estimated numbers of Registered Children</b>
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	Implementation Phase # 2					
Programme Year	Y1	Y2	Y3	Y4	Y5	Total
Financial Year	FY 2014	FY2015	FY 2016	FY 2017	FY 2018	
<b>Total Deficit</b> (Programme budget – income from sponsorship)	6,84,000.0 0	6,84,000.0 0	6,84,000.0 0	6,840,00.0 0	6,84,000.0 0	<b>3420000.00</b>
Other income sources:	3,500.00	4,000.00	4,500.00	5,000.00	5,500.00	<b>22,500.00</b>
<b>Balance</b>	<b>6,87,500.0 0</b>	<b>6,88,000.0 0</b>	<b>6,88,500.0 0</b>	<b>6,89,000.0 0</b>	<b>6,89,500.0 0</b>	<b>34,42,500.0 0</b>

## Program Implementation process

### General implementation strategy

#### The implementation strategies will be as follow:

As per community priorities, Biral ADP developed three projects to implement in 2nd phase. These three projects will start its operation from FY 2014. But considering gravity of programs and as and when need for children, some activities will not start from the 1st year of 2nd implementation phase. For example, LSBE will start from third year under education project.

The program will give a special focus on the most vulnerable children (malnourished) of under-five age. The ADP will implement in a large scale for reducing malnutrition of children, pregnant and lactating mothers. So, the program will implement integrated nutrition program where nutrition, WASH and Economic development interventions will in place.

The program will give a special focus the poor and ultra-poor households. The program will take initiative for them in order improve their economic status. So, the program will give efforts to improve their livelihood status through increasing agriculture (crops, livestock's) production and adapting IGAs.

Biral ADP will implement in a large scale early childhood and care development for their cogitative growth and readiness for formal primary education as a pre- condition of quality education. The program will form School Improvement Program (SIP) and made them capable to ensure quality education in the program focus area. The program also form parents constituent group in the school catchment areas for monitoring and make accountable all relevant for quality education.

Local level advocacy is another important strategy of the program. In order to ensure government commitments against education standards, the program will form Citizen Voice and Action (CVA) coalition/working groups in the school catchment areas to aware and empower them. The CVA working groups will advocate among the service users and duty bearers to accountable the service providers to ensure all commitments regarding education by the state. Besides in order reduce child marriage the program

will advocate with all levels to aware the bad effects of child marriage. The program will form Child Protection committee (CPC) in all villages among the program focus areas. The CPC will aware the community on the negative effect of child marriage. A strong chain will be established from bottom to top so that all involving personnel will inform earlier about child marriage and can appropriate measures to stop it.

Good networking and relationship will be developed with the local NGOs, government organizations, churches and other human development organizations for the common interest of the community. Biral ADP will support the community to tap available resources from other sources for the wellbeing of their children and families.

The ADP will implement some interventions through partnering and continue to seek partners and build capacity of the partners for more involvement in the programs for sustainability.

On-going community engagement in sponsorship programming is another strategy of the program. It will bring clear understanding of child sponsorship and accountability in them. All will understand that sponsorship is for all in the community. Child safe organization, child safe partners and child protection programming are embedded in sponsorship management project.

Various committees like HN&WASH, SMC, CMC, Child Forum, Parents constituent group, Community Voice and action group etc. will be capacitated to carry out their roles and responsibilities actively in the related field. These committees will also monitor and supervise the WV's development activities in the community.

## Partners & Stakeholders

### Programme partners

Biral ADP will seek to work effectively with a wide range of groups and organizations in ways that strengthen and empower them. Partners included government, Non-governmental organizations (NGOs), community-based organizations (CBOs), local businesses, private sector and informal community groups. During program design research, the program has identified the possible partners for program implementation, monitoring and evaluation. The identified partners are committed to contribute the program with their human resources, social, physical and even in some cases financial resources. For more details, please see below appendix.

#### Role of the Partners

SL	Organization/Department	Role in the program
01	Local Government	<ul style="list-style-type: none"> <li>Local administration will provide technical supports to implement the program regarding health, nutrition, agriculture, livestock's etc.</li> <li>Local administration will help in ensuring no duplication of activities with other programs in the area</li> <li>Participation of Upazila administration and local</li> </ul>

		<p>government like union parishad's members will help to strengthen for implementing program intervention smoothly.</p> <ul style="list-style-type: none"> <li>• Upazila administration will provide complementary opportunities for food security, economic development and agriculture programmes for targeted households</li> </ul>
02	LAMP Bangladesh	<ul style="list-style-type: none"> <li>• Jointly planning and monitoring</li> <li>• Awareness session conduct on ANC and PNC</li> </ul>
03	BRAC (WASH)	<ul style="list-style-type: none"> <li>• Jointly planning to increase sanitation coverage.</li> <li>• Facilitation different training on WASH</li> <li>• Raises awareness through drama and folksong</li> </ul>
04	Society for UDOG	<ul style="list-style-type: none"> <li>• Awareness raising through folksong and cultural activities</li> <li>• Training support</li> <li>• Jointly advocate on child rights especially child marriage</li> </ul>
05	CARITAS	<ul style="list-style-type: none"> <li>• Access micro finance for strengthen targeted beneficiaries</li> </ul>
06	School Management committee (SMC)	<ul style="list-style-type: none"> <li>• Play parental roles for quality education</li> </ul>
07	DGs/CBOs	<ul style="list-style-type: none"> <li>• Socio-economic development of community</li> </ul>
08	Educational institutes	<ul style="list-style-type: none"> <li>• Joint planning and monitoring to ensure quality education</li> </ul>
09	Religious leaders	<ul style="list-style-type: none"> <li>• They will play roles in disseminating messages in their own religion's perspective to the common people and negotiating if necessary</li> </ul>
10	Police Station	<ul style="list-style-type: none"> <li>• Coalitions will be formed with village level officers to protect children from early marriage, trafficking and corporal punishment</li> </ul>

## Program to establish Social Contribution:

### Some major program for Social Contribution:

#### PD Hearth Program:

It is a Nutrition program for the under-five aged children. To reduce their malnutrition and bring them from Severe to normal this program is run. 12 days session on Food, Hygiene, Behaviour, Childcare, ANC PNC is the content of this approach, To rehabilitates the malnourished children and behavioural change is transform to the Mother

#### Community Integrated childhood Illness (CIMCI) Program:

To address the Adolescents and Community mother on Community Integrated Management of Childhood and Illness is the main initiative to orient them.

### **Pregnant women support Group (PWSG) Program:**

To provide Ante natal care and Post natal care and to aware the community pregnant women this program is functions. Through this program community lead mother who had experience they voluntarily play the role to reduce the mother and child mortality rate. Institution delivery is the objective of this program

### **Community Based Organization**

It is registered from Social welfare department and a organization where some of the poor people organized and run a movement of empowerment by their own.

### **WASH Program:**

To ensure the sanitation, water hygiene, latrine facilities this program is functioning in the community. Community people participate and monitored and evaluated their all program

### **Co-curricular Program:**

To explore the child potential beside of the study the culture program is running in the community level school. The poor children get the opportunity to participate in song dance, tobla, Art etc. beside of their study.

### **Community Managed Library**

To make the community awareness and student awareness reading book is the main source. To encourage them in reading this initiative is successfully functioning

### **Early child hood care & development (ECCD) Program**

Enhancing the quality of young children's lives is now a national and international priority. "Expanding and improving comprehensive early childhood care and education, especially for the most vulnerable and disadvantaged children." is number 1 goal of the Dakar Framework for Action (2000) on 'Education for All' Early Childhood Care and Development (ECCD) programs help to improve school performance as well as reduce dropout and repetition rate, which ultimately reduce cost and improve efficiency of primary education. It also has a long term impact on country's education, health, moral and social values and children's development as a whole.

Areas of Early Child development

Child development is a process in which many areas are exists. These are-

1. Physical development

Physical development is the most recognized and observable change in the life of a child. This development is largely dependent upon the child's health and nutritional status.

#### 2. Cognitive development

Cognitive development means to acquire the ability of understanding, recognizing, problem solving, logical thinking and Cause & effect analysis and dealing with numbers.

#### 3. Social and emotional development

Social development entails the acquisition of skills needed to play and work with peers, to communicate with adults, and be aware of social customs within one's community.

Emotional development includes acquiring a sense of security in the presence of adults; secure children are more interested in exploring novelty and playing with peers.

#### 4. Language development

### **Child protection CP Program**

To stop child marriage and establish child rights this program is functions

#### **Child Management**

To fulfil the dream of children this program is monitored by the staff and by the community members. Letter writing communication with the donor it is important

#### **Homestead gardening:**

To get the affordable vegetable and nutritive food for their children homestead gardening initiative is a good program

#### **Sanitation facilities:**

To make 100% sanitation coverage in the village and household based 100% sanitation program is functions in the Community

#### **Cow rearing**

To get nutrition and economic development cow are provided in the community and they also support other one family by giving the first heifer to the other family

#### **Through Livelihood Security Project:**

- Assist community/ PD (Positive Deviant) Health committee to select HN & WASH Facilitators and Promoters
- Assist to conduct census to identify target groups and mapping of health, nutrition and interventions in the catchment area including wealth ranking



- Organize workshops to develop communication (IEC/BCC) materials for Pregnant Women Support Group (PWSG), PD Hearth, Growth Monitoring (Promotion) GMP sessions, fathers group and adolescents
- Assist to organize orientation for fathers, mothers, and other family support group members of children <5 on HN and WASH
- Assist to organize orientation for special groups (ECCD caregivers, school teachers, religious leaders, CBO representatives and Economic Development groups) on HN and WASH
- Assist SMC to organize orientation for adolescent girls in school and in adolescent forum through education sessions and competitions (debate, essay, art, cultural etc.)
- Organize Interactive Popular Theatre (IPT) shows, Pot songs and folk songs and other enter education sessions
- Observe national and international days, participate in national campaigns on HN and WASH with collaboration of partners
- Orientation for Teachers and students conduct nutrition and hygiene
- Advocate and coordinate with Local Government Bodies, partner NGOs for supply of sanitary latrines and installation of tube-wells
- Coordinate with GOB and partner NGOs (BRAC, SSFP etc.) to ensure IFA, deworming and vitamin A for pregnant and lactating mother as per national guideline
- Procure and Supply Micronutrient powders (MNP) for malnourished children 6-35 months and ensure proper consumption
- Promote HHs to procure iodized salt and fortified oil
- Ensure access to quality (adequate and appropriate) food aid by those in need during emergency and needful response cold wave, natural disaster
- Assist to community/ PD Hearth committees to feasibility study and preparing the community including community mobilization
- Assist to community/ PD Hearth committees to identify PDI Family, Formation of PDI team, conduct PDI and share results with community
- Facilitate to conduct PD Hearth sessions for rehabilitation of children with moderate to severe malnutrition
- Facilitate to evaluate and follow-up of Hearth children through home visit and GMP (monthly)
- Malnourished/critically sick/RC children are managed as per recommendation of medical physicians
- Facilitate to conduct monthly growth monitoring sessions (GMP) for children 6-59 months
- Support GOB and NGO partners in organizing satellite clinics for ANC services

- Coordinate with GOB and partner NGOs (BRAC, SSFP) to ensure ante natal care and postnatal care (2 times within 48 hours of delivery) and Vitamin A as per national guideline
- Support GOB to organize EPI outreach sessions and National Vitamin A Campaign (NVAC)
- Ensure availability of necessary equipment, job aids, essential drugs for GMP sessions
- Develop referral linkage with Government and NGO service delivery facilities
- Review existing WV training materials as well as government approved training materials on health, nutrition and WASH
- Facilitate to organize workshops to identify training packages for Census, PWSG, PD Hearth, GMP, Fathers and Adolescent groups
- Produce/re-produce training manuals, job aids, and other training materials on Census, PWSG, PD Hearth and GMP
- Orientation of project staff on project log-frame, activities, DIP and roles and responsibilities of other staff ADP
- Orientation of community based staff and volunteers on outcomes and outputs, their roles and responsibilities and training on census, social mapping and M&E tools
- Orientation of community based staff and volunteers on outcomes and outputs, their roles and responsibilities and training on census, social mapping and M&E tools
- Activity 8.3.7 Organize training of community based volunteers (Facilitators, Promoters) on PD Hearth+
- Activity 8.3.7 Organize training of community based volunteers (Facilitators, Promoters) on PD Hearth+
- Facilitate to training of community based volunteers (Facilitators, Promoters) on pregnant women's Support Group
- Facilitate to orientation of GOB Doctors and Supervisors on PD Hearth and GMP
- Training on Supervision, Monitoring and reporting of project activities
- Assist to training TBAs on MCHN through Upazila health department
- Activity 8.3.13 Assist to organize training Village Doctors and Local Practitioners on MCHN through Upazila health department
- Assist to training of Skill Birth Attendants (SBA) through Upazila health department
- Organize training of Health Officers/ Health Programme Organizers and Facilitators on Father's package, Adolescent Package and other group communication packages
- Refreshers training of Facilitators and promoters on PD Hearth+ and PWSG

- Preparing the community including community mobilization
- Identify PD Women, Formation of PDI team, conduct PDI and share results with community
- Facilitate to conduct Pregnant Women's Support Group (PWSG) sessions
- Follow-up mother and newborns through home visits
- Assist to community for quarterly Meeting with Lead Mothers of PD Hearth and PWSG
- Assist to conduct assessment and sub sector analysis to select potential sub-sector
- Facilitate to producer to organize Producer groups for homestead agricultural production
- Facilitate to Producer Group for organize training on selected sub sector ( fruits, vegetables and field crops)
- Facilitate to Producer Group for organize training on selected sub sector (poultry/ goat/ cattle and small animal husbandry)
- Assist to established ideal process demonstration on fruits/vegetables/field crops/livestock's
- Facilitate meetings /workshop to established linkage /network with different market actors and producer group
- Facilitate training on entrepreneurship and business plan development
- Activity 9.1.8 Facilitate to Producer Group to organize training on operational management for make better functioning
- Facilitate to learning visit on improved technologies
- Organize workshop/meeting/linkage/collaboration with NGOs, MFIs, Public and private sector
- Assist with economic/farming inputs aligned with project model
- Review and analysis of high-potential non- Farm sector
- Facilitate training (technical and non-technical) in selected non-farm activities. IGAs
- Facilitate training on entrepreneurship and business plan development
- Assist with non-farm inputs aligned with project model
- Organize workshop/ meeting/linkage /collaboration with NGOs, MFIs, Public and private sector
- Identify potential DG/Saving Groups/ and local CBOs
- Form/reform IVDC at working villages
- Facilitate training of IVDC /DG members on Annual planning and monitoring process
- Facilitate training on group operation and savings management
- Facilitate training on group operation and savings management
- Select and pay remuneration for DGFs

- Organize training for DGFs on savings/lending and cooperative management/Annual planning for IVDC
- Arrange refresher training for DGFs on activities monitoring and group development process
- Select Economic Development Facilitators, provide logistics and organize training/ monthly meetings and to pay remuneration
- Organize training for Economic Development facilitators on livestock management (poultry/ goat/ cattle /and small animal husbandry)
- Organize training for Economic Development Facilitator on field crop, vegetables and fruit gardening and specially homestead agricultural production
- Organize training for Economic Development facilitators on Value Chain, Entrepreneurship and Business Plan development
- Organize training for Economic Development Facilitators marketing, networking, partnership and collaboration
- Facilitate to organize orientation/ session/meeting with influential community groups
- Community mobilization through PRA and formation of community based HN and WASH committees
- Orient/Training HN and WASH Committee members on HN and WASH
- Construct and install slab latrine and tube well/platform recommended by HN and WASH committees
- Facilitate to conduct village/ward, union and Upazila level committees to organize regular meetings on HN and WASH
- Orient community committees on household level monitoring of nutrition interventions

### **Through Education project:**

- Rapport building with local education department and Upazila resource center
- Assisted to select teachers and organize training on subject base child centered teaching learning process for enhancing quality teaching technique
- Facilitate education department to follow up child centered teaching learning process
- Assist to arrange appreciation for obtained places/best performing students, good teachers and institutions under SIP
- Facilitate to special nurture for slow achiever and training for slow learner facilitators on teaching technique & method
- Assisted to organize need base learning exposure for teachers/SIP committees
- Support to SMCs/education department to select backward schools for SIP process

- Assist to form SIP committee from the representatives of back warded schools
- Facilitate to organize school visioning workshop for develop vision and plan
- Facilitate to form school cultural Singing Dancing/ Arts groups
- Facilitate Education department/URC to organize training for SMC/PTA on their roles and responsibility
- Support SMCs to link with education department and UP's respective standing committee
- Facilitate Education department/Upazila Education Committee to arrange meeting for common understanding and join planning on education
- Develop network with the NGO/CBOs working on education
- Support partners capacity building on facilitating community conversations on quality basic education
- Facilitate community people to contribute in manage library
- Assist to organize annual sports program in the school
- Facilitate meeting/discussion session at school and community level on the importance of their participation in developing education and related planning
- Facilitate SMC members to form parents constitute group in their respective school catchment areas and follow up meeting
- Facilitated orientation on the necessity of punishment free school and home for creating child friendly environment
- Facilitate SMC to organize gathering/meeting/court yard meeting for parents and community people
- Motivate SMC/SIP committee to conduct education campaign, observe national and international day
- Mobilize/motivate community and form CVA coalition/working groups and identify standards
- Facilitate CVA training for staffs, CVA working groups
- Held initial meeting with citizens (including users & duty bearers)
- Conduct interface meeting with citizens (including users & duty bearers)
- Facilitate interface meeting at upazila level with citizens (including heads, duty bears and users) and develop action plan
- Monitor & measure the progress of improved services/policy level changes
- Assist Parents group/CBOs/IVDCs to conduct survey/assessment for identifying the necessity of ECCD center
- Assist Parents group/CBOs/IVDCs to arrange meeting/gathering with parents/caregiver on ECCD issue and sharing objectives
- Collect updated curriculum on ECCD
- Facilitate CBOs/IVDCs to establish ECCD center

- Facilitate CBOs/IVDCs to select Facilitators and Supervisors for ECCD
- Provide training for facilitators and supervisors
- Facilitate CBOs/IVDCs to form committee for ECCD center
- Support CBOs/IVDCs and ECCD center committee to collect and developed necessary materials for ECCD center for well-functioning the center
- Facilitate CBOs/IVDCs and Centre committee to monitor ECCD center performance
- Facilitate CBOs/IVDCs to conduct monthly meeting with ECCD committee and parents
- Facilitate refresher training for facilitators
- Provide training to the CBOs/IVDCs and Centre committee on ECCD for center management and monitoring
- Facilitate CBOs/IVDCs to monitor children's growth participated in ECCD center through health service providers
- Supervisors and health service providers are facilitate to discussed Parenting related subject in monthly parents meeting
- Make network and linkage with other ECCD service provider for reducing overlapping and relation building
- Assist CBOs/IVDCs/ECCD committee to enroll ECCD graduate in formal school
- Meeting with parents/community people/groups for sharing objectives of LSBE
- Support Parents group/CBOs to select peer educators and Supervisor
- Facilitate TOT for Peer Educator, Supervisor and Peer Advisor on LSBE
- Provide necessary supplementary materials on LSBE to the Peer Educators and Supervisors
- Learning session conduction by the peer educator twice in a week Organize monthly meeting/ refresher for peers educator Activity:6.2.8 Facilitate quarterly in service training for the Peer Educator and Supervisor for their skill development
- Facilitate parents/constituent group to conduct progress sharing session/workshop on LSBE
- Develop Peer Adviser for supporting Peer Educator and Facilitate and participate coordination meeting with partners
- Facilitate parents group for arranging appreciation ceremony for the LSBE learner and educator for completing course successfully

### **Through Sponsorship management project:**

- Ensure quarterly sighting through different interventions
- Organize birthday/bounce back celebration for vulnerable children

- Orient parents on child communication
- Organize gatherings for Children on child communication
- Facilitate to form/reform, train & strengthen Child Management Committee on child communication & monitoring
- Arrange meeting\ workshop with CMC members
- Arrange annual gathering/exposure for CMC members
- Networking meeting with likeminded NGO
- Networking meeting with likeminded NGO
- Sharing base status with CPC /Union Parishad/ Upazila/ Likeminded NGOs and partners/media
- Facilitate to prepare collaborative action plan with CPC /local elites/ religious leaders/Union Parishad/upazila Parishad/police station to stop child marriage
- Engage media for continuous publication of stories, case studies, investigation report on child marriage
- Campaign for disseminating messages on child marriage with the collaboration of partners
- National / international children's day observation
- Facilitate to conduct training on Child marriage for CP committee members
- : Law analysis findings sharing at local level different stakeholders
- Assist to form/reform child forums and strengthen/functioning
- Facilitate to conduct training for forum members on child leadership
- Facilitate to conduct training for child forum members on child marriage and rights
- Advocacy workshop with the Child Forums to identify their role to stop child marriage and develop action plan for the next 6 months
- Dialogue between Children & Union Parishad to strengthen UP's Data & information system on child marriage at Union level
- Assist to arrange annual child forum gathering /exposure

## Program Impacts:

### Livelihood Security Project

1. 40.2% Percent of children aged 0-59 months whose height-for-age is below minus two standard deviations from the median (or less than two standard deviations below the median) as determined by the WHO Child Growth Standards.
2. 23.7% Percent of children aged 0-59 months whose weight for age is less than minus two standard deviations from the median (WAZ) for the international reference population ages 0–59 months.

3. 10.8% Percent of children aged 0-59 months whose weight for height/length is less than minus two standard deviations from the median (WHZ) for the international reference population ages 0–59 months.
4. 87.37% Percent of women with a child under 2 year who put the newborn infant to the breast within one hour of birth.
5. 91.74% Percent of infants aged 0–5 months (180 days) who were fed exclusively with breast milk during the last 24 hours prior to interview
6. 97.89% Percent of children aged 6-23 months receiving breast milk in the previous 24 hours.
7. 88.42% Percent of breast-fed or non-breastfed children 6-23 m who received solid, semi-solid or soft food (including milk for non-breast fed children) the minimum number of times or more during the previous day
8. 95.79% Percent of parents or caregivers of children aged 0-59 months with diarrhea in past 2 weeks, who report that the child received oral rehydration therapy (ORT), zinc and increased breastfeeding and/or fluids and/or continued food, as appropriate.
9. 47.1% Percent of children aged 0-59 months with "presumed pneumonia" (cough and rapid or difficult breathing) in past 2 weeks taken to an appropriate health care provider
10. 69.47% Percent of mothers of children under 5 years who recall practicing hand-washing using soap and water at least 2 out of 4 critical times during the past 24 hours (after defecation, after handling child's faces/cleaning baby's bottom, before food preparation, before feeding children)
11. 46.32% Percent of parents or caregivers with children 0-23 months who report that their child's latest stool was disposed of safely and the home area is free from faces contamination, verified by observation
12. 38.95% Percent of fathers or grandmothers of children under 5 attended at least one Interactive Popular Theatre (IPT) show/ folk song session in last one year
13. 91.89% Percent of fathers or grandmothers who can name one new action or habit taken to support maternal/child nutrition at home
14. 61.05% Percent of population using an improved sanitation facility (for defecation), typically a latrine or toilet for defecation
15. 100% Percent of population use improved drinking water source
16. 60% Percent of mothers who gave a birth within previous 2 years, who consumed 90 or more IFA tablets during their last pregnancy (IFA tablets consumed 88.4% among them consumed 90 or more IFA tablets 60.00)
17. 81.5% Percent of mothers of children under 2 years who received Vitamin A capsule within 6 weeks of last childbirth
18. 95.79% Percent of children 12-59 months who received one Vitamin A capsule in the last 6 months preceding the survey



19. 44.21% Percent of mothers of children 0-23 months who report that they had 4 or more ANC check-up by appropriate provider during their last pregnancy
20. 55.79% Percent of mothers of children 0-23m whose last birth was attended by a skilled birth attendant (doctor, nurse, midwife, CSBA)
21. 83.16% Percent of children aged 12-23 months who have completed 3rd dose of Penta vaccine plus measles vaccine as per national protocol verified by immunization card and mother's recall
22. 70.53% Percent of children 0-59 months who has attended at least one Growth Monitoring and Promotion (GMP) Session in last 6 months (verified with Growth Card)
23. 83.16% Percent of children aged 6-35 months who received food from at least four food groups during the previous day
24. 51.58% Percent of mothers with children 0-23m, who report increasing the number of meals or snacks during pregnancy
25. 65.26% Percent of parents or caregivers who were able to cover the cost of their children's health through their own financial means, without any external assistance, in past 12 months
26. Proportion of Community Clinic Management Groups functioning

## **Education Project:**

1. 97.75% Proportion of children currently attending school (For children age 6-13 years)
2. 47.37% of household respondents ever engaged or engaged in the past 12 months with policy and advocacy for child marriage
3. Primary schools are providing appropriate teaching learning environment in their schools
4. School dropout rate I reducing in the community

## **Sponsorship Management Project:**

1. 9.47% of household respondents who know at least two regulation of child marriage
2. 3000 RC children are benefiting and continuing their education to fulfill the future dream
3. CMC & CPC committees are playing effective role in the community
4. . Child forums are implementing their activities very successfully

## **Chapter 5**

### **SWOT Analysis**

# SWOT analysis

## Strength of Social Contribution

- Created a very good image of World Vision Bangladesh in the working area
- Transparent and accountable trust organization is in their hand
- Number one organization to them who focus on child wellbeing
- Socio economic growth of community people
- Social safety net established in the community
- Ownership grow up in the community
- Community led management system strengthen
- Participatory monitoring and evaluation is functioning
- Child leadership enhance to establish child rights
- Child Protection Committee functions well to stop the child marriage
- Pregnant women Support group are effectively playing their role
- Malnutrition reducing from the community
- Collaboration relationship build up among the partners like CBO, HN&WASH, CMC
- Social welfare work is running by the community based organizations
- GO NGO network initiative is going well
- Advocacy for quality education is functioning successfully
- Community leaders are playing vital role for their own empowerment
- Union parishad liaison is strengthen
- Family level Awareness on education health and child rights and protection issues is improved
- Hygiene maintains in the community level
- Well relationship developed with various Govt. and media sector

## Weakness of Social Contribution

- No financial partner yet in the community
- Full participation is not yet shown for development works
- Illiterate poor people are inactive in some cases like child education, proper health care, hygiene practices
- Child labour is severe and children are interested in earning money
- Drop out student rehabilitation is absence here
- No night school for the child labour
- No appropriate school facilities for disable student
- No full govt. Support in the schools as per commitment
- Primary teacher are weak for creative class

- Educated people are not interested to take responsibility for empowering the poor
- Less utilization of local resource
- Police and local admin some time stag to play right role while violence occur against children
- No financial partnership program
- No Strong collaborative effort to address malnutrition
- Less capacity to manage the community based organization
- Development elites are only for talk but not for action some times
- People are less courageous to raise their voice due to Poverty
- No way of some most vulnerable family for full support
- WVB program has some shortcoming or limitation to work in depth sometimes
- Policy procedure sometimes create barrier for sustainable development
- Rapid change management and strategy verdicts for smooth development
- WVB cannot address all the things that need in the community level

### **Opportunity to improve Social Contribution**

- Mobilize the existing partner for future partnering
- Scope to engage govt. sector in different program
- Awareness and action plan develop through citizen voice and action movement
- Tag with other like-minded NGO
- Initiate collaborative sustainable program by proving financial Budget
- Work with big partner union parishad more elaborately
- Engage the religious leader in program
- CBO strengthen and provide the whole responsibility to them

### **Threat / Risks for Social Responsibility or Contribution**

- Political influence may hamper in program
- Clever educated people can break the unity of the organized poor people strength
- If Govt. policy violate by any issue it may create risk
- Lack of knowledge can create new turn
- Lack of cooperation can break the Good relationship among the partner
- Lack of transparency may create problem
- Lack of accountability may break the unity
- Financial problem may arise in the program
- Political unrest may hamper the child well being

# **Chapter 4**

## **Findings, Recommendations & Conclusion**

## Findings of the study:

### **Positive findings: Livelihood Security Project, Education & Sponsorship Management Project**

- Community people contributed their willingness and positive support for development program
- Community people provides their quality time for various program
- Community people participation with responsibility is remarkable
- Community people agree with World Vision Bangladesh program implementation
- They provide their land, court yard, venue for program implementations
- Community women now organized and motivated to work together in the working villages.
- A good image of World Vision Bangladesh exists in the community
- Social contribution of the community is supporting to functions all WVB programs successfully
- Social structures are strengthening through the facilitation of WVB
- Civil Society are aware about many health related issues
- Community People are conscious about child education
- People are participated in decision making process by giving open opinion
- Community managed program monitored by their own
- Child rights and advocacy related initiative are arise in the community where they contributed local resource and efforts
- Positive deviant (PD Hearth) hearth program for malnourished children implementing by their own ownership
- Under five aged child growth monitoring and promotion (GMP) is implementing in the community clinic and villages
- Community people engaged and played vital role in network and coordination with different partners
- Health nutrition and WASH program Implementing in collaboration between WVB Biral Area development program & union parishad level through MOU
- Community people engaged in the program planning, implementing and evaluating process
- Different committee are made by the community people and development elites
- Community religious person helps in development program in the light of own Religion
- Early childhood care and development program is running through partnering signed MOU

- All the asset and resource like land room, electricity, toys for the program for ECCD center are bear the catchment areas people.
- Trained School management committee (SMC) are playing their role effectively
- Community prove by sharing their talent, physical efforts, materials contribution in the school through implementing the citizen voice and action (CVA ) advocacy model
- Trained child management committee (CMC) functioning well & monitoring the sponsored children successfully
- Child protection Committee (CPC) are running well now they are now stopping child marriages from the village
- Community based organization (CBOs) are playing very effective role for the socio economic development especially for the poor house hold.
- Child leadership is functioning well and children are now protecting the other children from child marriage, school dropout etc.
- Community people contributes in local resource sharing with WVB like place, venue,
- Different school management committee (SMC) support and shared their school building for different program implementation
- Reduced Family violence and women violence including child violence from the community as because awareness program raise the consciousness to share these in their own home
- CBO are effectively managing the microcredit for the poor people development and empower the poor jobless people
- CBO get a platform to stand with dignity and now they are representing in the UP election
- Community women are much more aware and consume locally affordable vegetable that is a social contribution to expand the behavioral practices into Action
- Sanitation awareness is rising day by day and hygiene practices is span it wing to other. Social movement is occurring in the community.
- Pregnant women support groups (PWSG) are providing ANC PNC awareness and Health awareness beside government program
- Community people agree for involve in program execution
- Most vulnerable household are benefiting from the program
- World Vision Bangladesh is implementing very essential and appropriate programs for the deprived community
- 3000 Most vulnerable children directly gets the light of life and become success in their dream
- 54000 people are getting software and hardware support from the world vision

- Community people have relationship with Media sector which contributed in social issues and rights

### **Negative findings:**

- Some reluctant ethnic people yet not getting full support from WVB
- Community people is yet not clear about WVB program and its goal & objective so they are not fully supporting WVB
- Want tendency is yet existing in the community which makes them dependent
- No potential partners in the community level for program sustainability
- Community led monitoring is not properly established in the community
- Participatory monitoring and evaluation is not functioning well
- Some poor people are not properly addressed by the program
- Community people and civil society yet not fully conscious on child protection issues
- Community people disagree while financial contribution is needed in the community for child wellbeing
- Community stakeholders have some negligence on importance of education for the children
- It is found the community dedication is not up to level for quality education

### **Recommendations:**

1. To sustain the program partnership program is essential in future
2. Community people should be trained on capacity development and communication establishment with different partners & GO/NGO officials
3. Need advocacy capability development of the respective committee members who are led by the community to enhance child rights, child protection and to establish quality education and health access
4. Need strong link and relationship among the Government and local administration and community people where program implements with good governance, accountability and transparency
5. WVB should be taken initiative to nurture more exclusively to the children and community people specially on child wellbeing issues
6. Social safety net is much more needed to develop and functions where not only the existing beneficiaries but also the other development elites participate.
7. To bring financial sustainability and solvency, community people need more creative options to choose innovative and present hot entrepreneurship initiatives
8. Should have to establish participatory monitoring and evaluation process in the community level



9. Various training is needed through TNA and link up the community people o govt. sectors
10. Media journalist should have to link with community to help them in execution the government commitment which govt. declared in different policies like National Health Policy, National Education Policy, Child Protection Policies, Violence against women policies

## Conclusion:

This study identified the whole program from initiate to evaluation and impact on the community. To learn about the Social Contribution or Responsibility of World Vision Bangladesh in Biral Upazila under Dinajpur district this study measured every aspect of management and how it is providing the support to the community. This study encourages given me unlimited the curiosity to find out the social contribution of World Vision Bangladesh in Biral Upazila under the Dinajpur District. Through this learning community people and the interviewee also realized the existing problem, they can identified their laps and gaps of community participatory monitoring systems, they committed to me to gear up themselves in future. I think this inner feeling is motivating them to work better in future. Through this queries participant and myself discovered the communities existing structures and functions, which may be restructured for betterment of management. Some more initiative or effort will be bring collaborative wellbeing I have found social problem, conflict and social practices that are not matched with the well-being of the children those are not engaging the religious people with full development program. Whereas, they one of the active influential personality. This investigation provided me some hidden agenda of community people that are not solved yet. The may create broken relationship in the community

There is so many impacted of social contribution in the community and in the life of the children. 40.2% Percent of children aged 0-59 months whose height-for-age is below minus two standard deviations from the median (or less than two standard deviations below the median) as determined by the WHO Child Growth Standards. 23.7% Percent of children aged 0-59 months whose weight for age is less than minus two standard deviations from the median (WAZ) for the international reference population ages 0–59 months. 10.8% Percent of children aged 0-59 months whose weight for height/length is less than minus two standard deviations from the median (WHZ) for the international reference population ages 0–59 months. 87.37% Percent of women with a child under 2 year who put the newborn infants to the breast within one hour of birth. 91.74% Percent of infants aged 0–5 months (180 days) who were fed exclusively with breast milk during the last 24 hours prior to interview 97.89% Percent of children aged 6-23 months receiving breast milk in the previous 24 hours.

The laps and gaps are identified why Social Contribution is less than the expectation. Every organization has the social responsibility to its beneficiaries or stakeholder to

improve the living standard according to its Goal. These small research find out the many learning which may help the WVB Biral in future improvement to set program properly and management its Human Resources effective. So that the program people really bring the actual Positive change of the Society as well as the children life.

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## Annexures:

1. LQAS report 2016
2. FGD Report Questionnaire
3. List of figure- 1, 2, 3,4, 5
4. List of Table-1, 2

## Letter of Transmittal

Dated: 24<sup>th</sup> October, 2016

**COURSE SUPERVISOR**

**RAFIA AKHTAR**

**Associate Professor**

Department of Management, Faculty of Business Studies

Hajee Mohammed Danesh Science and Technology University (HSTU)

**Internship report:** Social Contribution of World Vision Bangladesh in Biral Upazila under Dinajpur District

**Subject:** Submission of the Internship Report on Social Contribution of World Vision Bangladesh in Biral Upazila under Dinajpur District

**Dear Madam,**

With due respect and humble submission that I am the undersigned students of MBA (Evening), is submitting my internship Report on “**Social Contribution of World Vision Bangladesh in Dinajpur District.**” It gives me immense pleasure while I worked on it. It’s my pleasure to inform you that I have completed my Internship Report under your kind hearted direct supervision and guidance. All the information presented in this report is done utmost sincerity and honesty. I have tried my level best to make this report holistic and informative. Apart from the academic knowledge gained, this internship program and preparation of this report have given me the opportunity to know about the social contributions and social responsibilities of World Vision Bangladesh in Dinajpur District. I have analyzed many thing insights which improved my knowledge, skill, attitudes and perceptions during preparing this. I believe that, the experience I have acquired from this internship program will be valuable assets in my life. It will help me in my Future professional career.

However, there may be some mistakes or lacking due to some limitations. Therefore, I would be highly obliged if you kindly consider my limitations. I hope that this Internship Report will satisfy you.

Thanks and best regards

Your submissive pupil

.....  
**Richard Tapos Das**

Student ID: E140504058 (4<sup>th</sup> Batch)

Master of Business Administration (Evening) (Major in HRM)

Faculty of Business Studies

HSTU, Dinajpur.

**SUPERVISOR’S DECLARATION**

---

Internship Report by Richard Tapos Das

Hajee Mohammad Danesh Science and Technology University (HSTU) Dinajpur 5200 lxvii

I hereby declare that, the concerned internship report entitled “**Social Contribution of World Vision Bangladesh in Biral under Dinajpur District**” is submitted by **Richard Tapos Das** Student ID: E140504058 (4<sup>th</sup> Batch), Master of Business Administration (Evening) (Major in HRM), Faculty of Business Studies HSTU, Dinajpur-5200 is completed his internship under my supervision and submitted for the partial fulfillment of the requirement of the degree of Masters of Business Administration MBA (Evening).

Therefore, he is directed to submit his report for evaluation. I wish his every success in life.

---

**RAFIA AKHTAR**

**Associate Professor**

Department of Management

Faculty of Business Studies

Hajee Mohammad Danesh Science and Technology University (HSTU), Dinajpur.

## **CO-SUPERVISOR’S DECLARATION**

---

Internship Report by Richard Tapos Das

Hajee Mohammad Danesh Science and Technology University (HSTU) Dinajpur 5200 lxviii

I hereby declare that, the concerned internship report entitled “**Social Contribution of World Vision Bangladesh in Biral under Dinajpur District**” is submitted by **Richard Tapos Das** Student ID: E140504058 (4<sup>th</sup> Batch), Master of Business Administration (Evening) (Major in HRM), Faculty of Business Studies HSTU, Dinajpur-5200 is completed his internship under my supervision and submitted for the partial fulfillment of the requirement of the degree of Master of Business Administration MBA (Evening).

I wish his every success in life.

---

**MD. MOSTAFIZUR RAHMAN**

**Assistant professor**

Department of Management

Faculty of Business Studies

Hajee Mohammad Danesh Science and Technology University (HSTU), Dinajpur.

## **STUDENT’S DECLARATION**

---

Internship Report by Richard Tapos Das

Hajee Mohammad Danesh Science and Technology University (HSTU) Dinajpur 5200 lxx

The discussing report is the terminal formalities of the internship program for the degree of Master of Business Administration (MBA-Evening), Faculty of Business Studies, Hajee Mohammad Danesh Science and Technology University (HSTU), Dinajpur 5200 which is compact professional progress rather than specialized. This report has prepared as per academic requirement after the successfully completion of 45 days internship program under the supervision of my honorable supervisor Rafia Akhtar, Associate professor, department of management, It is my pleasure and great privilege to submit my report titled **“Social Contribution of World Vision Bangladesh in Biral under Dinajpur District”** as the presenter of this report. I have tried my level best to get together as much information as possible to enrich the report. I hereby declare that this report has been prepared by me & for the academic purpose only and has not been/ will not be submitted elsewhere for any purpose. I believe that it was a fascinating experience and it has enriched both my knowledge and experience.

However, after all this, as a human being, I believe everyone is not beyond of limitations. There might have problem regarding lack & limitation in some aspects and also some minor mistake such as syntax error or typing mistake or lack of information. Please pardon me for that mistakes and clarify these at my further information on those matters.

---

Richard Tapos Das  
Student ID: E140504058, (4<sup>th</sup> Batch)  
Faculty of Business Studies  
Master of Business Administration (Evening), Major in HRM  
Hajee Mohammad Danesh Science and Technology University (HSTU), Dinajpur.

## **ACKNOWLEDGEMENT**

All praise to Almighty Creator. Completion of anything requires supports from various sources. I am very fortunate to get the sincere guidance and supervision from a number

of people, Foremost; I would like to convey my sincere gratitude to honorable **RAFIA AKHTAR, Associate Professor**, Department of Management, Faculty of Business Studies, HSTU Dinajpur for her encouragement and cooperation in writing this Internship Report on “**Social Contribution of World Vision Bangladesh in Biral Upazila under Dinajpur District**”. I am also indebted to her for her constant guidance. In the process of performing this term paper I would like to pay my gratitude and respect to some important persons for their kind co-operation.

In the process of performing this report my co-supervisor also guided me a lot. I would like to pay my gratitude and respect to him also. I am very pleased both of them to give me clear concept on the topic.

Secondly, I am doing great deal of hard work for preparing this Internship Report. I have collected information about this Internship Report from browsing the respective organizational document face to face interview, different survey report, Internet websites, own initiated FGD, KII, Real life & on job experience and observation, different types of journals, reading and understanding related books, publications, journals and articles and also taken help & suggestions from management of different organizations as well as HSTU.

Finally, I am very much grateful to my families who always give me constant support and encouragement. I would like to thank my Supervisor, Office manager, colleagues, seniors who helped me greatly to complete this paper. I am very much grateful to the official of World Vision Bangladesh who extended their enthusiastic cooperation during my internship period. Each and every senior officer and employee lost their interest to give answer for my numerous queries. Their disciplines in work inspired me a lot.

Beside I would like to express my sincere gratitude to all my course mates for their constant help and inspirations in my internship period.

Finally, I would like to convey my best regards to the management of World Vision Bangladesh, ADP Manager Biral ADP & Field Director WV Northern Bangladesh Regional Office and National Director of World Vision Bangladesh for their motivation to the job with WVB make my job resourceful and contribute in professional career and giving me the opportunity to complete the MBA (Evening).

In addition, I will mention my friends who also inspired and helped me to finish this report. I would also like to thank our authority of HSTU.

**Author**

### **EXECUTIVE SUMMARY**

The Internship Report on “**Social Contribution of World Vision Bangladesh in Biral Uapzila under Dinajpur District**”-A study on World Vision Bangladesh Program and Social Contribution or Responsibility has been supported to demonstrate the existing

scenario of Social Contribution of the World Vision Bangladesh and to gain better understanding about the community contribution .

To achieve the Mission & Vision of the organization, all the design are aligned with Organizational National Strategy. World Vision Bangladesh is an International Organization and it works more than 110 countries in the world. So it must maintained the global standard for choosing and setting the program according to the actual need of the community people and contextualized the content outcome and output as per landscape. So all set activities are implementing by maintaining the integrated focus and for the child wellbeing by addressing the most vulnerable children.

It is true that social contribution has given the respect and good image by their behavioral change attitudes, performing from their inner traits. World Vision Bangladesh is motivating the community to raise their voices and ignite the heart to address actual social development. The programme has made an outstanding progress towards its programme goal particularly in nutrition, health, economic development, education, child rights and child protection which contributed to address the child wellbeing aspirations as well as achieve the programme goal **“Improve the living standard of poor household of the Biral ADP area”**. World Vision Bangladesh Biral ADP Upazila Office has been emphasizing implementation of partnering programme with local partners, Government and Non-Government organizations and community based organizations (CBOs) towards sustainable development for future generation by the targeted three well defined outcomes with series of interventions.

In this study, it is found how the social contribution of world Vision Bangladesh changing the life standard of Most Vulnerable children. How World Vision Bangladesh is strengthening the social structure and function the community led programs. WVB is contributing to establish the social safety net to achieve all the children Dream.

Basically, the internship report is representing what are the major problems and conflicts in the community and what kind of practices are following by the community people.

This report will give us the information of what kinds of community resources are utilized and how much local resources are available to maximum use for further planning. The scope and opportunities are open through this report.

It showed the strength, weaknesses and opportunities and risks which can help the management in decision making in the policy level.

It can be summarized that authority of World Vision Bangladesh should take necessary steps regarding the identified factors and can apply the management techniques to improve the satisfaction of both WVB and Community.

## **PREFACE**

This Internship report is the compulsion put in the Faculty of Business Studies, HSTU Dinajpur, Bangladesh for the award of Master of Business Administration (MBA-



Evening). In order to accomplish the task of completion of the degree, I choose the renowned and reputed International Non-Government Organization (INGO) that is World Vision Bangladesh. The Social Contribution of World Vision Bangladesh has emerged a successful one in the organization and the records of the paper are evident to prove the statement. I went through 45 days internship training in the paper in order to perceive the true art and the practical picture of the Social Contribution and go through the process by which the organization is making very well beside the government out of its limited resources. The report is according to best of my perception and the knowledge gained via the books and the courses has been tried to be implemented in the due courses of the business & management affairs, it will give a comprehensive and sophisticated and elaborated way of judgment of Social Contribution in the organization. For the convenience of the reader, I have tried my level best to make the report comprehensive and elaborative and simple. The sectioning of the report will pave the way to read and understand the report easily. The processes involved in the Social contribution development and management have been studied thoroughly and the things I have learned will enhance my capabilities and polish my managerial skills. I am sure that the department of business administration will oblige me by giving its recommendation and consent for the approval of the degree and the purpose Internship report on Social Contribution of World Vision Bangladesh in Biral Upazila under Dinajpur District which I have gone through this internship training and report writing procedure will be served positively.

*Dedicated to my beloved parents*

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