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Annual Report 2013 - 2014
Prof. Latifa Akanda (1 Nov, 1925- 4 Dec, 2014)

Our Homage

Prof. Latifa Akanda was the Chairperson of Democracywatch Board of Governors for eight years. She gave us direction, showed us the right path to follow and inspired all of us to be dedicated to our cause of strengthening democracy through education and awareness raising among people especially youths for good governance, ensuring human rights and equality for women.

Prof. Akanda was deeply involved with women’s movement for establishing equal rights especially for marginalized and physically challenged and girl child. Prof. Akanda received ‘Rokeya Padak’ in 2007 in recognition of her contribution to women’s education and development.

She had a wonderful gift of public speaking which was always laced with humour. We miss her as a Chair of our Board as she was an optimistic and always inspired Democracywatch to cross any hurdle in achieving its goal.

She is very much missed by all of us. May Allah bless her soul.
Foreword

The period 2013-14 was a hazardous one indeed with pre-election and election time violence and political intolerance. Democracywatch had a struggle to undertake its project activities. Our stakeholders were otherwise busy in protecting themselves and to motivate and involve them in social and political activities was a hard task. Our field officers were busy trying to cope with the situation. I am grateful to all of them for weathering the situation and fulfilling their tasks.

In spite of this, we were lucky to secure a number of new projects: European Union (PADG), Counterpart International (LDP), SDLG and PRODIP from USAID, CARTA and PAILG from Manusher Jonno Foundation. Thanks to the donors who trusted us with the hard task for establishing Good Governance and Human Rights where it is badly needed. We are very grateful indeed.

Democracywatch was busy setting up or expanding its offices in Jessore, Mymensingh, Muktagacha, Nilphamari and Tangail while the other offices in Magura, Norail, Rangpur, Dinajpur, Sirajganj and Pabna were busy consolidating their work with the community people, local government officials, other development agents, women representatives and organizing CBOs.

The talented and resilient teams at the field level has been able to work with the community people in motivating, influencing, energizing and involving them to deal with the problems and continue with their work in spite of the difficulties in establishing peace and trust, capacity building of the service deliverers in their endeavor to establish Good Governance. I salute my colleagues who have been able to achieve the goals of our projects on Good Governance, Human Rights and harness the talents of the youths.

I extend my gratitude to the stakeholders, associates, government officials especially NGOB and the donors for their support and cooperation they showed to us throughout the year.

Thank you.

Taleya Rehman
Chairperson
DEMOCRACYWATCH

Main Program Components

Good Governance
- Ensure good governance at all levels.

Human Rights
- Uphold human rights of all irrespective of race, religion, caste and disability.
- Protect rights of women, children and disadvantaged.
- Ensure access to service from service providers including access to justice.

Human Resource Development
- Develop skills, leadership qualities, tolerance and idealism;
- Capacity building for employment and entrepreneurship.
- Develop awareness on gender, social responsibility and volunteerism.

Strengthening local government institutions.
- Promote people's participation, transparency and accountability of public institutions.

Civic voter education.
- Political empowerment of women and minority people. Election monitoring.

Youth leadership program.
During the reporting period of July 2013 to June 2014 Democracywatch staff were quite busy. The first half was politically unstable and violent. Colleagues in the field had to cope with the situation by continuous rescheduling and accommodating with the hazardous situation. But they and the community people never gave up hope.

The main thrust was in Jessore where we had five projects with many activities to complete in distant union parishads. But I am happy to say that colleagues took the challenge and fulfilled their duties.

During this year DW implemented altogether eleven projects. We report here the achievements, challenges and the way forward.

DW's main long term project "Aparajita" which is aimed at political empowerment of women with both members of local government and potential leaders so that they are able to deliver better service to the poor especially ensuring gender sensitive service provision, to the marginalised in education, health, agriculture and policing, salish at Village Court.

DW is implementing this project as a member of an alliance of four NGOs - Khan Foundation, PRIP Trust, Steps Towards Development and Democracywatch. The project is based on electoral constituencies where we set up offices. These offices are spread in the north, south and the central regions. In the north, four offices are in Dinajpur, Nilphamari, Rangpur and Pabna. In the south, three are in Jessore, Narail, Magura and in the central area, three are in Mymensingh, Tangail and Sirajganj.

The elected women representatives (EWR) are given training on rules and regulations and their roles and responsibilities. This includes chairing various standing committees. They monitor service delivery in the health, education and agriculture sectors ensuring services to the women and marginalised community people.
Achievements

EWRs were able to take part in 33% of schemes undertaken in Aparajita's working area which they never had the opportunity to do before, prevented 94 early marriages and campaigned to prevent violence against women.

15 EWRs and 13 PEWRs contested in upazilla election in 2014 out of them 7 EWRs and 4 PEWRs were elected as Upazilla Women Vice Chairperson which was possible through our training and monitoring. But faced challenges not only form the political parties but also from the elected male members of Upazilla who continued to obstruct EWR's activities and decision making role. In view of this we have decided to include male members in training sessions.

During the reporting time, DW was lucky to win a bid from EU for the first time with a project on People's Action for Democratic Governance (PADG). DW is implementing this project in partnership with Bogra based established NGO, Lighthouse. The objective of this project is to uphold human and democratic rights of the citizens. The working areas are Jessore, Mymensingh, Barisal and Jhalokathi. Its stakeholders are, Citizens Groups: CAPTA and NNCJ and first time voters.

Achievements

Citizens Groups are aware and trained on the electoral system and local government services who are playing effective role in reducing electoral violence and ensuring transparency of the local government. As a result of monitoring by CGs teacher attendance in schools and CHCP attendance in community clinics have improved by 70% in Mymensingh and Jhalokathi Sadar Upazilla.

This is laudable, because it was achieved due to strong determination of CGs in spite of the political unrest.

Promoting Democratic Institutions and Practices (PRODIP) was a great project funded by USAID through The Asia Foundation.

The objective of PRODIP was to:

a. Increase participation of citizens in the national policy making process. Increase their capacity through training for participation in the democratic process.

b. Formation of District Public Policy Forums (DPPF) with community leaders, civil society, relevant national government departments for engaging with MPs and decision makers on development policy issues especially for the poor and marginalised.
DPPF members were active in SMC and developed policies needed for smooth running of schools and also community clinics, national level advocacy seminars were held to disseminate the policies. DPPF also organised Democracy Fair to raise awareness about democratic process and encourage participation of people.

**Challenges**

This project was highly political involving MPs and government officials. So activities were hampered by political turmoil during the reporting period. This resulted in curtailment of the project duration.

**Strengthening Democratic Local Governance (SDLG)** was another governance project funded by USAID Tetra Tech ARD.

Its objective was to improve economic and governance quality of 31 Union Parishads in Jessore, Narail, Faridpur and Rajbari districts. People’s forums called CIG ensured transparency and accountability of the UPs. Tax collection of UPs increased by 25% in target areas through Tax Fairs.

The highlight of this project was His Excellency the then US Ambassador to Bangladesh Mr. Dan W Mozena’s visit to Mulia Union Parishad in Narail. He attended an open budget session where 1,200 people gathered, among them 300 were women. His Excellency was impressed by the enthusiastic participation of people. His Excellency, USAID and Tetra Tech ARD officials also witnessed a drama staged by the UP members on the roles and responsibilities of UP.

DW is proud that in spite of the political unrest this project could be implemented successfully.

**Citizens Action for Results Transparency and Accountability (CARTA)** was a project funded by Manusher Jonno Foundation in partnership with PTF.

The project's objective was to ensure transparency, efficiency and accountability of local government. This was achieved through capacity building of both UP members and the civil society engaging communities in Open Budget process as per LGSP II procedures. UPs in this project area achieved transparency by providing information to the citizens and ensuring citizens’ participation in the target areas in Nilphamari and Jessore. UPs accepted Third Party Monitoring (TPM) as a useful mechanism for holding service providers accountable.

In the face of political challenges the UPs of intervention areas of Carta Project performed better and people were more aware.
Promoting Access to Information in Local Governance (PAILG) was also a Manusher Jonno Foundation project on access to information of the people and also capacity building of Union Information Service Centres and promote RTI Act 2009.

Among its achievements the major ones were installation and disclosure of citizens charters on boards in front of union parishes, uploading information in 12 UPs websites in Nilphamari and Tangail districts and placing complaint boxes and names of designated officers under RTI Act 2009.

Youth Leadership Programme (YLP) is DW's generic program starting from its inception in 1996. It is called Lifeskills and Lifestyle programme developing the essential skills needed for the youths, English, IT, manner and etiquette since its beginning DW trained nearly twenty six thousand youths most of whom are holding high posts in development agencies, banks, corporate etc. Since DW office was moved to its new premises there is a drop in the intake of students but our new coordinator has launched wide scale marketing to attract them. This program is operated by our Democracywatch Education Department and it is our income generating programme.

Internship
Students of Life skill and Lifestyle courses and participants of Active Citizen are given the experience of working for at least 3 months or more in any department as interns. This gives the youths a better chance of securing a job.

Role of Constitution to Nation Building (RCNB) is a project funded by The American Centre of the US Embassy. The aim of this project is to deepen young citizens understanding of the democratic process through looking at constitutions of different democratic countries. It was run as a course mainly for the graduates. This project ended in 2014. DW published a book on Role of Constitution in Nation Building.

Active Citizens Youth Leadership Training (ACYLT) is an ongoing programme since 2011 run in collaboration of British Council, Dhaka for young students this project aims at raising awareness about their social responsibilities and at the end of their training they all develop social and humanitarian projects for implementation i.e., creating blood bank, educating street children, working with child cancer patients etc humanitarian work.

A new project within the Youth Leadership Component named Leadership Development Programme funded by USAID with technical support of Counterpart International started this year.
The objective of this project is to increase capacity and participation of the community leader and youths to become change agents of the democratic process and development. Its implementation area is in Dhaka division in 4 districts 6 upazillas and 31 unions. Activities like tax fair, open budget, establishing partnership with DYD for skills development on fish cultivation, cow fathering etc were done.

Youths were encouraged to take up projects for promoting social entrepreneurship. This project is an ongoing one also challenging as intensive training sessions were conducted almost continually and it was some time difficult to gather suitable participants.

**Election Monitoring**

DW started its journey in 1995 with election monitoring and conducting opinion polls. It has monitored all elections both national and local ones in Bangladesh. DW is a steering committee member of EWG, a monitoring group organised and financed by TAF. It is also involved with NDI's initiative to improve the electoral system.

This year DW monitored the 10th parliamentary election in the constituencies where election was held and the upazila elections. For this it trained its observers under Global Network of Domestic Election Monitors (GNDEM), principle and conducted perception surveys on electoral violence, democratic practices of political parties, role of media and local administration in elections. On the basis of this we proposed some changes in RPO. DW is also involved in long term observation.

**Research and Social Survey Unit (RASSU)**

DWRASSU conducts research and survey. During this year it successfully carried out 3 researches funded by Social Science Research Council of Government of Bangladesh. This unit also carries out baseline surveys as and when needed.

**Internal Audit**

DW introduced internal auditing for ensuring compliance with all financial and management rules and regulations especially at the field level. This is aimed at maintaining transparency and accountability at all level.

**Management**

DW has a well settled and experienced management staff who with their friendliness and professionalism help in maintaining a congenial,
gender sensitive and friendly atmosphere. It has HR, gender, anti-corruption, anti-drug and zero tolerance policies. It provides medical facilities and Provident Fund for all staff.

The Board of Governors of DW is comprised of seven members who are well established in the society as educationists, development worker, financial experts and social workers. The Board of Governors is very supportive and helpful.

DW has earned reputation for being an apolitical, honest, hard-working and innovative organization determined to bring changes to the lives of youths, women and the marginalised population and establish good governance by strengthening local government. I am glad to say that it has successfully upheld the reputation during this year also. I congratulate my dedicated staff, partner organisations associates and especially the donor for entrusting us with the responsibility of ushering in change in the society which will strengthen democracy in Bangladesh.
Good Governance

- **APARAJITA**-Political Empowerment of Women
- **PADG**-People’s Action for Democratic Governance
- **PRODIP**-Promoting Democratic Institutions and Practices
- **LDP**-Leadership Development Program
- **CARTA**-Citizen Action for results, Transparency and Accountability
- **Ensuring Free and Fair Election**
**Objectives**

1. Elected Women Representatives are accountable to their constituencies and together with potential future EWRs are collectively acquiring gender and poverty sensitive practice in local service delivery and assuming leadership roles;

2. Political commitment, legal framework including ordinance and directives, and public opinion conducive for inclusion and participation of EWR and potential EWR and for promoting gender sensitive service provision at community level;

3. Information, technical and advisory support for EWR valued, used and continued.

**Implementing Organizations**

An Alliance of four NGOs Democracywatch, Khan Foundation, Steps Towards Development and PRIP Trust are jointly implementing the project. A-NGOs are working in 40 constituencies under 40 Districts. Out of these areas, Democracywatch is covering 10 constituencies, 15 Upazilas, 12 Municipalities and 157 Union Parishad targeting 537 EWRs and 1008 PEWRs.

**Project Areas**

(Based on Constituency)

In the northern part of Bangladesh, there are four offices i.e. Birampur-Dinajpur-6, Nilphamari Sadar-Nilphamari-2, Gongachara-Rangpur-3, Pabna Sadar-Pabna-5. In the southern part, there are three offices i.e. Jessore Sadar-Jessore-3, Narail Sadar-Narail-2, Magura Sadar-Magura-1 and in...
the middle part, there are three offices i.e. Mymensingh Sadar-Mymensingh-4, Tangail Sadar-Tangail-5, Ullapara-Sirajgonj-4.

Achievements

- All Elected Women Representatives (EWRs) are given training and are inducted as the Chair of various standing committees of local government institutions and they are presiding in these meetings regularly, which they did not earlier as they were not aware about the functions of standing committees.
- As the Chair of standing committee, EWRs monitor Community Health Center, Primary School and Agricultural services to ensure the services to the women and marginalized community people. As a result more community people are aware of availability of these services. The service providers are also becoming committed to serve the people of their community.
- During this period, 51 and 11 EWRs have become the member of Bangladesh Union Parishad Forum (BUPF) and Municipality Association of Bangladesh (MAB) respectively. These two associations are recognized as strong platform of local government;
- According to the Union Parishad Act 2009, EWRs have to implement 33% of the projects (schemes). In APARAJITA working areas EWRs have implemented 22% projects (schemes);
- EWRs endorsed 170 poor women to receive the training on Small and Cottage Crafts offered by Department of Women Affairs to become economically empowered.
- Out of 476 EWRs in 157 Unions, 236 maintained diary of their daily activities implemented regularly for self-monitoring.
- EWRs prevented 94 early marriages and playing active role including advocacy in preventing violence
against women and girls both at family level as well as in the community.

- 1480 Network of Activist Volunteers (NAV) were selected for assisting EWRs and P-EWRs. NAVs are involved in organizing project events such as courtyard meeting and ward sabha. They also collect data from the field along with EWRs for conducting survey and research. In some cases NAVs help EWRs to maintain diary.

**Challenges**

- Due to political unrest (During November 2013-February 2014) EWRs were unable to attend standing committee meetings, meet members of this constituency as well as maintain contact with the service delivery to the people regularly;

**Status of Upazila Election 2014**

In Upazila Election 2014, 15 EWRs and 13 P-EWR contested. Out of them 7 EWRs & 4 P-EWRs were elected as Upazila Women Vice Chairman.

- Due to noncooperation of Elected Male Representative (EMR) of UP, EWRs cannot perform their role effectively;

**Way Forward**

- More motivational activity for male colleagues have been devised and continuing;

- In order to get more cooperation from the family members and awareness of EWR’s rights and responsibilities are being raised through coaching and mentoring.
EWRs are gradually emerging as local leaders and are being approached for solving community problems. Ms. Rubina Khatun is UP member of Durganagar Union under Sirajganj district (Ullapara). She is also the chairman of the standing committee of education, health and family planning. In one meeting the members of this standing committee planned to visit the primary school to monitor the quality of services. During her visit of the Parsontala School the headmaster reported about the damaged school building caused by cyclone in 2012. The school used to accommodate 700 students but due to accommodation problem a large number of students dropped out.

The standing committee members led by Ms. Rubina Khatun visited the school again on 25th August, 2013. They prepared report which was presented in UP monthly meeting. She also proposed to allocate fund from UP budget to reconstruct the schoolhouse. After a long discussion the chairman allocated taka 1 lac from its own budget.

Rubina with her committee members supervised repair of the damaged school building. They also received community support and appreciation. Mr. Rezaul Kabir, the headmaster, said, “Everything was shattered after the disaster. But we are happy that those days have gone. And it was made possible due to proactive and timely support of Ms. Rubina and other members of standing committee”.

Thanks to Rubina. Her intervention helped to increase attendance and overall development of the school.
## Partner details of APARAJITA

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<thead>
<tr>
<th>SL</th>
<th>Name of Organization</th>
<th>Address</th>
<th>Contact Person</th>
<th>Name of Donor</th>
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<tr>
<td>1</td>
<td>NILACHAL</td>
<td>Head Office: # 42, Purana Paltan Lane, (3rd Floor) Dhaka-1000</td>
<td>Golam Rabbi Executive Director, NILACHAL</td>
<td>- Bangladesh Education Ministry, Government of the People’s Republic of Bangladesh</td>
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<td>Local Office: Bunoful Local Bus Stand, Sayedpur Road, Nilphamari</td>
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<td>- Hamd foundation</td>
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<td>Satsanga Palli Kallyyan Samity (SPS)</td>
<td>4/6 Radanagar, Gopalpur (Bokuler Goli) Ishawardi Road, Pabna</td>
<td>Naresh C Madhu Executive Director, Satsanga Palli Kallyyan Samity-SPS</td>
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<td>6</td>
<td>Gono Kollyyan Sangstha (GKS)</td>
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<td>Md. Golam Mehedi Executive Director, Gono Kollyyan Sangstha-GKS</td>
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<td>Jalal Nagor Development Program (JNDP)</td>
<td>Baganbari, Laxmikhula, Muktagacha, Mymensingh</td>
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<td>- Department of Youth Development, Government of the People’s Republic of Bangladesh</td>
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In an election the candidates, supporters, and voters make the election process successful. Democracywatch has undertaken a two-dimensional approach to achieve this. This project is focused on ensuring meaningful participation of the candidates, supporters, voters, women, indigenous community, religious minority and the voters of disaster prone area. The voters are empowered with relevant information and education and the candidates and their support groups are sensitized about a non-violent election process. Apart from this, this project is contributing in increasing responsiveness of the UP representatives so that service delivery of UPs is ensuring at grassroots level.

**Objectives**
- To create a broad based constituency where the public institutions uphold democratic and human rights of the citizens.

**Project Area**
PADG has project offices in Sadar Upazila of Muktagacha, Mymensingh, Jessore, Barisal and Jhalakathi.

**Target of beneficiaries**
Citizen Group (CG) members, First time voters (FTV) male and female, District and Upazila level Citizen Alliances for Promoting Transparency and Accountability (CAPTA) and National Network of Concerned Journalists (NNCJ).
**Major achievements**

- In 47 unions 1269 CG members among them 40% women have received the first time training on electoral system and local government services and playing an effective role for reducing the election related violence and ensuring transparency in local government services providing body.

- After starting the project in the four regions, local people became more interested about UP services and ask local government representatives about the services and they are also taking initiatives for ensuring the services for disadvantaged people.

- After starting monitoring visits by the CG member’s local government service delivery body like 88 UP members and 20 UP Chairman are becoming aware and transparent.

- In Mymensingh and Jhalakathi Sadar Upazila, after monitoring visits 70% schools teacher and Community Health Care Promoter (CHCP) attendance improved and they are regularly providing the public services.

**Challenges**

- Political unrest was the fundamental barrier especially in Jessore Sadar Upazila.

**Way Forward**

Our CG members are very strong in their local area and they always cooperate with us for overcoming the political barrier and continuing the project activities keeping their moral high.
**Objectives**

- To increase participation of citizens and sub-national stakeholders in the national policy making process, and improve the performance of MPs in their legislative, representative and oversight roles: form and make operational District Public Policy Forums (DPPFs) as effective platforms for sub-national level actors (community leaders and other interested citizens, civil society, local government, relevant national government departments) to engage with MPs and other national level decision makers on development policy issues, particularly those that relate to the needs of poor and marginalized people.

- To strengthen the institutional capacity of civil society organizations (CSOs) to promote public participation in the democratic process, conduct effective advocacy, and lobby with respective MPs on national policy issues.

- To support MPs with research and information to enable them to take a credible stand in Parliament in performing their legislative and oversight functions.

**Target Beneficiaries**

MPs, parliamentary standing committee, local elected bodies (LEB), teachers, religious leaders, community leaders, representatives of indigenous, minority and disabled people, business management organizations, women leaders, government officials and District Public Policy forum (DPPF).
Achievements

- DPPF Members are involved in UP standing committee and attending the UDCC meeting which is organized at the Union Parished level in Sadar Upazila in Jessore as a result of DPPF training on role and responsibilities.

- DPPF members are encouraged to visit Primary School and meeting with Upazila education Officer for better education at Sadar and Monirampur Upazila in Jessore as a result of DPPF training on role and responsibilities.

- DPPF member Mr. Abbus Uddin is active member of School Management Committee (SMC) at Halsha Madrasha in Monirampur Upazila. Mr. Fazlul Haq is a president of SMC of Kashba government Primary School in Jessore. Professor Golam Mostafa is an active Member of SMC of Provati Primary School in Jessore as a result of DPPF and advocacy training on role and responsibilities.

- Women DPPF members Mrs. Shakina Begum, Sufia Parvin Shikha, Hasina Banu and Suraia Nargis started campaign on Women rights and organized courtyard meeting on domestic violence, dowry at Ramnagar UP, Keshobpur UP, and Monirmapur UP as a result of Women leadership development and advocacy training.

Challenges

- The project was revised several times and, project duration was reduced by the Donor.

- PRODIP had governance and advocacy related program. We faced a lot of problems in selecting guests for different Seminars due to political polarization and volatile political environment from November 2013 to January 2014.

- Our dialogue and hearing sessions were hampered due to political unrest in community level regarding 10th parliament election.

Mitigating factors

- Committed, sincere and hardworking field staff.

- Meeting with potential stakeholders regarding activities purpose.

- A contingency plan to help implement target activities as per plan.
Area of Intervention

Democracywatch is implementing the Strengthening Democratic Local Governance (SDLG) project in 31 Local Government Units (LGUs) of Jessore, Narail, Faridpur and Rajbari districts which is funded by Tetra Tech ARD SDLG-USAID from January 2012-October 2014.

Target Beneficiaries

Citizen in Governance (CiG), UP representatives, officials of government (health, education and agriculture) and local health centers, agricultural offices and educational institutions.

Achievements

- 124 CiG members are involved in audit and accounts, health and education, agriculture and family dispute resolution, women and children welfare standing committees as a result of Standing Committee Training.
- 78 standing committees on audit and accounts, health and education, agriculture and violence against women and children were reformed at Sadar Upazilas in Faridpur and Rajbari Districts for SC and CiG training.
- Audit and accounts, health and education, agriculture and family dispute resolution, women and children welfare standing committee regular visit concerned authorities activities for standing training.
- Social Protection Group (SPG) and CiG jointly worked in Dakuria UP at Monirampur Upazila in Jessore on domestic violence.
- SPG and CiG organized awareness campaign at Durbadanga UP at Monirampur Upazila in Jessore on dowry and early marriage as a result of CiG and
standing committee training.

- **Tax Collection**
  increased in project area in 2013-2014. The tax collection rate was 87.17%, the increased rate 25%. As a result of LGU representatives training on financial and revenue collection.

- **Health service**
  improved at Nowapara, Norendopur, Chachra, Basuari and Bodobila UPs in Jessore, Mulia UP in Narail and Aliabad UP in Fariapur as a result of standing committee and CiG training.

- **CiG members**
  regularly attended UDCC meeting.

**US Ambassador’s Visit**

On 11 May 2014 Mulia Union Parishad in Norail District organized an Open Budget session for the 2014-2015 financial year at Mulia High School. His Excellency Mr. Dan W Mojena was present as the Chief Guest of the open budget session and was impressed by the participation of the community in taking decision and addressed the community people.

The open budget session was attended by the local officials and donor representatives. 1,200 people were present in the open budget session among them 300 were women.

Aliabad Union Parishad with the technical help of SDLG project organized a social awareness Drama Show ‘Priti Football Match ’at Godadangi Clinic. His Excellency Mr. Dan W Mojena was present as a Chief Guest there and enjoyed it.

**Challenges**

- Political unrest in community due to 4th Upazila election hampered some of our activities.

- Internal conflict among UP members in some UPs due to 4th Upazila and National election.

- 51 UP representatives (9 UP Chairman and 42 Members) were arrested after 4th Upazila Election.

- Some problems were faced during May-June in organizing trainings of LG members as government audit was held in LGU.

**Mitigating Factors**

- Committed, sincere and hardworking field staff.
Farmers from USAID Agricultural Extension Project Improve Services by Joining Local Government

“Now, I understand the role citizens can play as members of the union standing committees... I can act to help the farmers when needed.” Before, I did not even know there was an agriculture standing committee or a role for citizen members.”

Alauddin Sheikh
PG member

“Before SDLG training I did not know the role of the union council. Collaboration between SDLG and Agriculture Extension Project helped me link our farmer target group to the different council bodies.”

Khurshida Khushi
AE Project Field Facilitator

Photo
Ali Ahmed, Agricultural Extension Officer, counseling Alauddin Sheikh in his office
Strengthening Democratic Local Governance

Aliabad Union, in the Faridpur District of Bangladesh, borders on the mighty Padma River, the continuation of India’s famous Ganges. Over the years, Aliabad has lost farmland and houses to the river and over 30% of the union is vulnerable to erosion. Flooding in low lying areas is also severe. In some years, up to 40% of the union’s farmers experience crop losses when flood waters inundate fields of rice paddy. About 45% of the estimated 5,400 farmers in Aliabad are considered ‘marginalized’.

In the past, farmers seeking help to recover from such losses faced multiple challenges including shortages of discounted government seed and fertilizer and limited support by the national government agriculture extension officer assigned to Aliabad. The local elected council had an Agriculture-Standing Committee, it existed only on paper.

In Aliabad, farmers Alauddin Sheikh and Shahid Mollah were selected from AE’s Producer Group (PG) to receive special training on the roles of citizens in local governance and of standing committees in monitoring national government services. As a result of SDLG’s prior work with the union council and citizens, standing committee had gained acceptance and credibility, and the agriculture committee had initiated systemic monitoring of the local extension officer to ensure regular visits.

After Alauddin and Shahid joined the committee, they worked closely with the extension officer to give better technical advice to farmers. As a result, the agent now uses a list of marginalized farmers most impacted by flooding to determine locations for site visits and demonstrations of agricultural techniques to strengthen cultivation in flood prone areas. And PG members have received cards qualifying them for discounted supplies or grants of fertilizer, seed and irrigation support.

Since 2011 the SDLG program has promoted decentralization and improved capacity of 600 local elected councils across Bangladesh.
**CARTA**
*Citizen Action for Results transparency & Accountability*

**Duration:** 27 Months (September, 2012 – December, 2014)

**Areas of intervention:** 30 Union Parisad of Nilphamari and Jessore Upazilla (Directly implemented from Democracywatch field office)

**Donor:** Manusher Jonno Foundation (MJF) and Partnership for Transparency Fund (PTF)

**Budget:** $169546/-.

**Goal:** Local government’s responsiveness through ensuring accountability and transparency of UPs for better performance particularly LGSP-I by community people.

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**Objectives**

- To strengthen capacities of Civil Society and community to monitor budget transparency, efficiency, participation, inclusion and accountability at the local level.
- To mobilize and capacitate UP representatives and civil society to engage community into open budgeting process as per LGSP-II procedures and UPOM, through the use of input tracking and public hearings.

**Beneficiaries**

Community people, Citizen Group Members, Union Parisad Representatives, Community Volunteers, Union parishad secretaries, Government officials and Union parishad standing committees.

**Major Achievements**

- CARTA Program sites are in better position in terms of providing information to the citizens, documenting committee activities and ensuring citizens’ participation compared to other areas where this program is not introduced.
- UPs are more prone to follow the UPOM and they tried to engage
the communities in UP activities in CARTA working area.

- Citizens are now more aware about the LGSP-II projects due to the activities of the CARTA.
- Third Party Monitoring (TPM) is accepted as a useful mechanism for holding the service providers accountable.
- The degree of citizens’ engagement in LGSP-II projects has increased through interaction of CARTA Program. CARTA program successfully established a public-private working platform where citizens have access to communicate and negotiate with the service providers.
- The Ward and Scheme Supervision Committees are more functional.

**Major Challenges**

- Ward Committees and Scheme Supervision Committee members are not capable enough to perform according to UP Operational Manual.
- Lack of capacity and understanding of UP elected representatives to run the Union Parishad according to UPOM and Local Government (UP) act 2009.

**Way Forward**

- Design upcoming programs considering capacity building initiatives for Ward Committees, Scheme Supervision Committee members and UP Representatives so that they perform their role and responsibility according to UP Operational Manual and Local Government (UP) Act 2009.
Democracywatch observed all national and local government elections, by-elections and re-elections from its inception in 1995. During the period the organization observed 10th National Parliament Election and 4th Upazila Election. The organization recruited about 1500 observers on the Election Day observation. Democracywatch monitored parliamentary and local Government elections to achieve the following objectives.

- Enhance transparency and credibility of Election Processes.
- Decrease political and Electoral violence.
- Strengthen the quality of representation and democratic accountability.
- Deter irregularities, intimidation and violence in election.

**Stakeholders**

Voter (Male and Female), Election Commission Bangladesh, Upazila and District Election Offices, Government Officials including Law Enforcing Agencies, International and National Election Monitoring Organizations, Political Parties, Civil Society and Media.

**Major Activities**

- Perception Survey on Election Violence, Internal Democratic practice of Political parties, Role of media and Local Administration regarding election.

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**Ensuring Free and Fair Election**

*Donor: The Asia Foundation*  
*Duration: July 2013- June 2014*  
*Budget: BDT 71, 74,472*
- Partner NGO’s Training and Orientation on Election Monitoring.
- Election day observation (Election Officials and law enforcing agencies activities, voter turnout, and counting process).
- Training for Long Term and Short Term Observers and GNDEM training.
- Distribution of voter guide line.

**Achievements**

- Conducted 50 training in Dhaka, Mymensingh, Dinajpur, Kishoreganj, Jamalpur, Rangpur, Brahmanbaria and Narayanganj.
- 1500 observers received direct training on election observation as short term observer (STOs) among them 20% was female observers.
- Observed 1000 Polling Stations in national and Upazila election across the country.
- Conducted perception survey on Election Violence, Internal Democratic practices of Political parties, Role of media and Local Administration regarding election by LTOs.
- Technology based observation (TBO) using Mobile phone in Upazila Elections was followed.
- Attended in different meetings in Election Commission and briefed them on observation issues.

**Challenges and Recommendations by Democracywatch to promote free and fair election in Bangladesh**

- 10th Parliament Election was held in only 147 constituencies out of 300 as the AL
candidates were elected unopposed due to non-participation of the major opposition Party.

- Voter turnout was very low and irregularities took place.
- Election Commission and local administration should maintain close coordination in ensuring a free and fair election.
- Age of observers should be 21 years so that the students will get more time for training and become better observers.
- About 1.4 million Government Officer’s and Law Enforcing Agencies were engaged in voting process. Participation of these people should be ensured in the next election.
- The numbers of women’s booths should be increased to equal number of men’s booth.
- Training for the presiding officers and polling officers to conduct a free and fair election should be organized for a longer period.
- Confusion in providing accreditation cards to the observers should be resolved.
- The polling agents, who have important role in the polling process, should get proper training to carry out their duties smoothly.
- The polling stations should be established in a convenient location for the voters.
- The infrastructure of polling stations should be improved.
- The voter list should be reviewed and counter checked by third party monitoring for the next elections.
Human Rights

- PAILG-Promoting Access to Information in Local Governance
PAILG
Promoting Access to Information in Local Governance

**Donor:** Manusher Jonno Foundation-MJF

**Duration:** 39 months (01 October 2013- 31 December 2016)

**Budget:** BDT 10,44,9589

**Area:** Nilphamari and Tangail, six UPs in Nilphamari and six UPs in Tangail

**Goal:** “Increased responsiveness of the duty bearers to the rights of the community people through promoting good governance and access to information.”

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**Objectives**

1. **To support Union Information Service Centre (UISC) in establishing LGs as local hub of information as well as promote RTI act 2009.**

2. **To ensure effective information sharing among UP representatives, community people and NBD at UPs for ensuring better service delivery.**

3. **To create opportunity of knowledge sharing, sensitizing policy planners to increase transparency, accountability of public information.**

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**Major achievements**

a. **Project staff capacity has increased on RTI act 2009 through training and facilitation process and now they are providing the training for the project stakeholders.**

b. **Arranged ward level Documentary-drama presentation in Nilphamari and Tangail as a campaign to access UP web portal on RTI Act 2009, where 8280 people gathered and among them 40% were women.**

c. **Project beneficiaries became more interested on RTI after starting the project and 123 applications have been submitted at UP and NBD and among them 120 have got reply.**

d. **Democracywatch appointed designated officers for 10 regional offices according to RTI Act, 2009 and selected designated officers' names were sent for information commission to publish.**
e. Democracywatch hired consultant/organization i.e. Transparency International Bangladesh for conducting RTI training effectively and also developed a linkage among other like minded organizations for working on RTI.

f. Developed information discloser policy (Draft) guided by MJF.

g. Developed linkage with information commission and RTI forum for implementing RTI Act, 2009 properly.

h. Uploaded information in 12 union Parishad’s website in Nilphamari and Tangail such as RTI Act, 2009.

i. Installed and disclosed citizen charters on boards in front of six Union Parishad complexes.

j. Installed complaint boxes, name plates of designated officers in union parishad under the RTI act, 2009 for making easier for the people to submit application at Union Parishad.

Challenges

1. Most of the service receivers and service providers do not know about RTI Act 2009.

2. Most of the service receivers do not know that information can be collected from UISC.

3. Community people are not aware of the process and the procedure of retrieving information from concerned UP office.

Way Forward

- We will organize training, orientation, campaign and workshop on RTI for acknowledging and sharing among mass people for seeking information.

- We will organize Right to Information Campaign through documentary-drama presentation in ward level for increasing awareness among service receiver on RTI Act 2009, which will help them to collect information from UISC.

- We will ensure availability of application forms at Union Parishad so that people can submit application at UP and NBD.
Youth Leadership

- LDP-Leadership Development Program
- YLP-Youth Leadership Program
- RCNB-Role of Constitution in Nation Building
- ACYLTYActive Citizens Youth Leadership Training Programme
**Objectives**

1. To build the capacity of youth to become change agents for democratic processes and development.

2. To build the capacity of community leaders to become change agents for democratic processes and development.

**Implementing areas**

Dhaka division covering 4 Districts, 6 Upazila and 31 Unions

**Key Achievements**

**Training:** LDP has provided training on different development issues among 778 community and 742 youth leaders. The purpose of this training is to provide adequate knowledge on democratic process and sensitize citizens for community development. LDP believes that for sustainable development women’s participation is essential. Considering this LDP ensures 49.7% women’s participation in training session.

**UP Gathering of Forum Members:** Ten planned UP gatherings called FORUMS were conducted in Muktagacha Upazila and Purbodhola Upazila which this first step (Training) of LDP project was conducted. Youth
and community leaders have been recognized and credited not only individually but also as groups by the UP administration and the community. Recognition of their forum initiated the next step, assignment for the groups to arrange events independently which are as follows:

**Open Budget:** Democracywatch assisted 13 Union Parishads to organize open budget sessions. Youth and community leaders actively participated and assisted to ensure successful implementation of activities in all stages of this program. On the day of budget announcement, promising youth and community leaders expressed their opinion about budget allocation particularly for the youth and women.

**Tax Fair:** The aim of tax fair is to make people aware of social responsibility and UP to be more accountable to provide their services. During this period 5 Tax Fairs were successfully arranged in the respective UPs. People participated in these events in a festive mood. They paid their holding taxes enthusiastically. Government high officials were chief guests in these events. They highly appreciated the way these events were arranged and praised the follow-up future activities of DW.

**Exposure Visit:** The objective of this endeavor is to exchange the participants’ experience. Considering the objective we organized the visit in other working Upazilas of LDP. Through this visit youth and community leaders acquired knowledge on how to manage small grants for community development. In this visit a total 56 youth and community leaders participated.

**Meeting with UP standing Committee:** The objective of this event was to improve the quality of delivery of service of the selected service providers. Besides, this was also to increase transparency, accountability and people’s participation. Ten events were organized in two Upazila are Muktagacha and Purbodhola. Members of UP Standing Committee, representatives of local service provider and members of Union Development Forum were present in all events.
Community Initiative:
LDP training course completing persons have opportunity to use their training knowledge and skill in social development at community level. Potential youth and community leaders have developed small projects in his/her community. 20 small projects have been taken by youth and community leaders out of which 9 projects are headed by women and 6 projects are directly involved with women related issues. Most of the projects have been developed to ensure basic education for adult men and women, preschool for out of school children. Through these projects 150 adult women have received basic education, 270 out-of-school students had the opportunity to continue their education. Two hundred women acquired skills in sewing/tailoring that are playing a vital role in increasing their family income.

DYD Training:
Department of Youth Development-DYD under ministry of Youth and Sports republic of Bangladesh as the strategic partner of LDP project DYD provided training on several IGA (Fish cultivation, making fish food and Cow Fattening) where 181 youth leaders participated. Course participants had the opportunity to use this knowledge and skill in their personal and social life.

Major Challenges and Way Forward
1. Due to religious and social mindset some female participants hesitate to participate in group work and presentation.
2. Too short time was available to complete all trainings of 62 batches.
3. Difficulty in involving local administration in NGO activities.
4. Ensuring the community leader’s participation in training session during harvesting season.
5. Difficulty in implementing activities due to political unrest.
6. Short duration of the CDG project.

Way Forward
1. Ensure friendly and joyful environment for the trainers.
2. Motivation and inspiration to the community people to understand the impact and their benefit.
3. Build interpersonal relationship and good rapport with local administration.
4. Encourage community people to take group initiative.
5. Continue discussion with organization and donor agency.
Since its inception, DW has developed several programs to enhance the leadership qualities of the young people of Bangladesh and prepare them to work beyond the geographical boundaries. These initiatives enabled the young people to learn and know about various skills. They also learn and have awareness on Diversity, Tolerance, Gender Equity, Environment, Healthcare, Consequence of Drug abuse, Culture and Heritage, Governance and Democracy in an interactive manner and working on these issues. Following are some of the projects implemented during 2013-14 under DW’s YLP.

**Life-skills Training Programme**

A core income generating initiative under Democracywatch education banner:

DW has been providing vital and very high quality 'Lifeskills Training Programme' to the young people since 1995 and achieved high reputation in promoting and empowering youth, professional, media, local-government members (especially women), and developing confidence of the youth who never had the opportunity to enter the job market or being self-employed. The aim of this initiative is to provide lifeskills training and build confidence of the new generation to keep pace with the ever-changing competitive world and to prepare them as the future leaders of influence through training, motivation, inspiration, and participation. The organization also organizes visits to parliament sessions for young students and professionals.

Over 28,000 youths in nearly two decades have been trained, who are aware of their rights and most of them are employed in leading positions in government, national and international corporate and NGOs. It also imparts Gender and Governance Training especially for women through its Gender Resource Center (GRC).
Objectives

1. Impart life skills as active citizenship as a way of overcoming traditional barriers, accessing decision making and influencing the lives of their community.

Area Dhaka

Key achievements in 2013-14

I. 261 students have received certificates this year from DW Academy. The courses offered are: English for General Purposes (EGP), Business English, IELTS, Office Applications, Professional Graphics Design, Diploma in Graphics Design, Professional Web Page Design, Hardware and Troubleshooting, Database Applications, Object Oriented Programming. This year, we have introduced the Academic Support for O Level, A Level, SSC, HSC Students. The courses include additional support to develop students’ skills in English, Bangla, Mathematics, General Science, Physics, Chemistry, Botany and Zoology, Commerce, Economics, Business Studies, Finance, Management, Accounting, ICT and other major subjects as per the curricula.

II. HRP offers opportunity for students of ‘Diploma in Graphics Design’ to sit for exam under Bangladesh Technical Education Board (BTEB). Among the students, 10 students who have accomplished this course from DW Education in 2014 have appeared in the Office Application (360 hours) short course under BTEB and 2 achieved A+ rest 8 got A.

III. In 2014, DW Academy inaugurated a successful package program for the SSC examinees, containing IT and EGP. Altogether 100 students enrolled and successfully completed the program.

IV. All students attended Lifestyle classes to develop their etiquette, knowledge of democracy, leadership, social values and current global issues.

V. Students act as volunteers for DW and other NGOs and provided support in research, social work and awareness raising campaigns.

VI. This year we have ventured into a new strategy of educating the differently able students. Currently, we have two such students in our IT department.

INTERNSHIP

DW considers this effort as a milestone towards enhancing youth leaders’ potential in Bangladesh. Two promising youth leaders were offered internship under ‘APARAJITA’ project of DW.
Role of Constitution in Nation Building (RCNB) project is a brainchild of Democracywatch to deepen the young citizens’ understanding of democracy by giving them knowledge of human civilization and evolution of constitution and its role in democratic governance and in nation building. This project was supported by the American Center, US Embassy Dhaka under its Small Grant Program. The first phase started in September 2011 and ended in November 2012. After successful completion of the first phase, the project was extended up to 30 March 2014. This training course was delivered in a very innovative manner; eminent professors from University of Dhaka (DU), and Jahangir Nagar University (JU) enlightened the students with their knowledge. Editor of Mouchakay Dheel Mr. Shafik Rehman, Editor of Roots Mr. Mohammad Mahmuduzzaman shared the history and evolution of modern constitution of different countries and these are followed by viewing of
feature movies related to the lecture and historical event. This helped to maintain attraction and attention of the students in the course. Academy Film Society (AFS), Dhaka provided the films for showing. The participants were from renowned public and private university such as DU, BUET, JU, NSU and AIUB. Apart from the regular training, participants also had the opportunity to visit the National Parliament to observe parliamentary sessions. DW published a book on RCNB, a compilation of writing on constitution by the participants.

**Objective**
To make the participants in particular the young students generally aware, how a constitution can protect fundamental civil rights and help to develop democracy.

**Target area** Most of the participants were Dhaka based but youths from other districts also participated.

**Key achievements in 2013-14**
I. 133 participants in six batches completed their course successfully.

II. On 19 October 2013, a group of 24 participants visited the National Parliament House.

III. On 21 March 2014, a daylong program at Democracywatch premises was arranged titled ‘Connecting Youth for Nation Building’ to motivate the young people of Dhaka to ‘Re-think and Act together’. This event assisted to build an urban hub among the participants and motivate them for a positive change with high enthusiasm and mobilization for nation building. Around 300 youth gathered and shared their experiences, success stories of different youth engagement. 20 students from Democracywatch received awards for their distinguished achievement.
Active Citizens Youth Leadership Training (ACYLT) Programme is a British Council initiative, the aim of ACYLT is to motivate and increase the knowledge of the young people through a very interactive training programme and encourage them to get involved in community development initiatives. Since 2011, Democracywatch has been one of the implementing partners of Active Citizens project in Bangladesh. In 2013-14 DW gave training in Dhaka, Mirzapur, Cox’s Bazar, Kushtia, Rangpur, Nilphamary. The students were mostly from renowned public and private universities of Bangladesh.

**Objective**

To increase the number of young people that see active citizenship as a way of overcoming traditional barriers, accessing decision makers and influencing the lives of their community.

**Key achievements in 2013-14**

I. Completed 8 batches of ACYLT and trained 259 participants of whom 136 were male and 123 were female.

II. In 2014, the young participants of Active Citizens initiated 10 social action projects on education, health, gender sensitivity, social entrepreneurship and environment.

III. During 2014, 2 female participants were selected for International Study Visit in UK.

IV. 2 participants (one male and one female) were sent to participate in International Facilitator Development Workshop in UK and Sri Lanka.
Core Programme

- Gender Unit of Democracywatch
- Research and Social Survey Unit
- Internal Audit
- Monitoring System and Procedure
Since its inception in 1995 Democracywatch has dedicated itself to strengthening democracy, developing democratic culture, leadership qualities among youths, especially women through various training courses, festivals/fairs, and social activities. DW also established a training cell named Gender and Governance Sensitization Program and works towards promotion and awareness of gender, democracy and good governance in the country. The training cell provides training to sensitize graduate students on various development issues including gender mainstreaming gender in development, VAW etc. Besides, gender issues are highly considered as a cross cutting issue during any project implementation.

There is a gender team with gender focal points and also DW is the member of SDC Gender platform. Under Aparajita project Democracywatch also established Gender Resource Center (GRC) in 10 constituencies in its regional offices providing materials related to gender issues, LG Laws etc. More than 1200 women visited the GRCs and availed the facilities. DW observes special days like International Women’s Day, Rokeya Day, International Mother Language Day, Human Rights Day by conducting rallies, seminars and workshops etc.

Democracywatch has a gender policy to ensure better women friendly working environment not only for the organization but also for its partner organizations. Six month’s maternity leave with salary and special facilities for new mothers, safe and comfortable travel policies especially for women are maintained by DW. Gender balance is strictly followed in its recruitments. DW makes special effort to include support services for disadvantaged, ethnic, minority, women group for their positive change through different projects are given.
A core unit of DW

Research and social survey unit of Democracywatch started its journey in 1995 with pre-election survey and opinion poll on the popularity of the main political parties in Bangladesh. Initially the unit was named Social Survey Unit.

From its inception it has conducted numbers of surveys and opinion polls on various socio-political aspects and public opinion. By its research studies the unit has been able to draw attention of the government, political parties, civil society, academicians, intellectuals, and people from all strata of the society. It has achieved huge coverage from both press and electronic media. Some of survey results have been accepted as national proposal and debates in many forums. This unit also conducted many baseline surveys.

Generally it follows standard statistical sampling methods. In data collection, we engage a large number of students of Life Skills and Life Style courses of HRP unit of Democracywatch. In data processing and data analysis we use the latest software.

What We Have Achieved

We have raised awareness within political and social institutions and the news media about the importance of public opinion.

We gained the trust of a variety of people and socio-political groups for our impartial, unbiased and methodical surveys, which is why the center has become a brand name in the field of opinion polls in Bangladesh.

It seems to us that our surveys create some impact on the policy making process of the government, because some government agencies like NSI, DGFI regularly collect our reports. We conduct studies for social science Research Council of Government of Bangladesh.

Almost all the national, regional dailies and weeklies publish all our survey reports with wide coverage and importance.

The academics and journalists quote our findings.

Our reputation is so high that the interviewees in almost every corner of the country welcome our interviewers.
The organization has introduced internal audit to ensure best practice, continuous monitoring and compliance with the local law, rules and regulations. In this financial year one personnel have been appointed to conduct Internal Audit. Internal audit cell is completely independent from the daily activities of the organization and all the internal audit report are directly submitted to Executive Director.

**Objective**

Objective of internal audit cell is factual, unbiased and free form distortion. Content of Audit report like observation, conclusion and recommendations are presented without prejudice. Internal Auditor scrutinizes all relevant documents and detects errors and misstatements for both Head office and field offices, share with concerned staff and suggest the pathway to overcome it. Internal auditor gives impetus to enrich capacity of Democracywatch staff and partner NGO’s. It minimizes the expectation gap between external Auditor and the staff of Democracywatch.

**Duration**

Continuous monitoring at head office throughout the year and every field office is visited by audit personnel at least once in a year.

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**List of recent Survey**

<table>
<thead>
<tr>
<th>SL</th>
<th>Research Title</th>
<th>Funded by</th>
<th>Year</th>
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<tr>
<td>1</td>
<td>Opportunities and Hindrances of Women’s Participation in Free and Fair Election</td>
<td>Social Science Research Council</td>
<td>2014</td>
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<td>2</td>
<td>Baseline report on People’s Action for Democratic Governance (PADG)</td>
<td>EU</td>
<td>2013</td>
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<td>3</td>
<td>Expansion of Cell Phone and Behavioral Change in Interpersonal Communication</td>
<td>Social Science Research Council</td>
<td>2011</td>
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<td>4</td>
<td>Baseline report on APARAJITA: Political empowerment of women</td>
<td>SDC</td>
<td>2011</td>
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<td>5</td>
<td>The Socio-Economic Conditions of The Benarasi Workers in Benarasi Palli: Present Scenario and Future Prospect</td>
<td>Social Science Research Council</td>
<td>2008</td>
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Challenge

In the field office no Finance officer are assigned to maintain accounts. It is difficult to patronize a program person to complete proper transaction and documentation.

Way Forward

Conduct training to establish International Accounting Standards in all segments of the organization. Regular monitoring of field staff and partner NGO. Presentation and facilitation may ensure the proper orientation of staff with local law, rules and regulation.

Monitoring System and Procedure

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

Democracywatch has a monitoring guideline. Monitoring team follows different methods and tools. According to this guideline Democracywatch monitors closely and regularly all the activities of the partner NGOs starting from the selection process to ending of the projects. Similar monitoring activities have been performed by Democracywatch for its Field Office and activities undertaken at all level. We collect both qualitative and quantitative data from field according to project indicators. Monitoring activities have been undertaken for the proper utilization of funds as well as effective and efficient implementation of the various programs. Monitoring process cover all aspects of a program like drawing up of program guidelines, selection of deserving project proposals, release of funds, project implementation, etc. NGOs and donors both will monitor all such project activities as a tool of control mechanism.

Monitoring Policy

- Ensure that the benefits of the projects reach the target groups in time.
- Ensure that the organizations have legality, loyalty to the people and credibility, reliability and capability to deliver the services required to the beneficiaries.
- A general attribute of the selected organization should be that it remains a non-political and non-partisan organization with members dedicated to community service.

- Ensure that the NGO should be able to bring about innovation and experimentation in organizing services, which are to be related to the needs of the people instead of merely deploying people around services.

- Monitor all the activities related to field program and financial management system of field Office/partner NGOs and own projects on regular basis and prepare a quarterly monitoring report for submitting to the Executive Director of Democracywatch.

- Results of the monitoring report shared with the partners.

**Field Visit**

According to our policy head office staffs regularly visit field offices and give them implementation guideline. Our field staffs visit the EWRs of APRAJITA project every month for coaching and mentoring them.

**Achievements**

- Activities are implemented properly.

- EWRs knowledge has increased on the UP act 2009 and their roles and responsibilities.

- EWRs are pro-active and perform their duties well.
Management Report of Democracywatch

The organization has well settled, trained and experienced management staff who take care of internal environment in a professional and friendly manner. The Human Resources and Administration Section of Democracywatch provides variety of services that include providing personnel management, procurement, logistic support, secretarial services, recruitment and placement. The section also maintains liaison with government and non-government organizations and personnel in respect of administrative and financial issues.

The Executive Director and Operations Director are directly responsible for the overall administration of the organization. The Deputy Executive Director and others Directors of the organization assist in smooth functioning of the program, administration and financial management of the organization.

Democracywatch has produced a handy and contemporary Administrative and Financial Manual in order to ensure efficient programme and organizational management. DW has administrative, financial and gender policies for ensuring effective governance at organization management level. These policies have been developed through consultation with its members of staff and the Board of Governors (BOG).

Democracywatch has a Governing Body of 19 members out of which 7 members form the Board of Governors. The Board of Governors takes active interest in the governance of DW. They help and support in formulating the policies for general administration, staff welfare, financial planning and monitoring and evaluation of programmes. The Board members also personally take part in many activities and programmes of DW. This promotes complete organizational transparency.

Democracywatch maintains good relationships with government, donors and involves the community in their decision making process. The Executive Committee of the Board of Governors meets every three months and takes decision in a
participatory manner. Democracywatch management is clear in its vision, mission, organizational culture, goals and values to run this organization in a proactive and efficient manner for making contribution to the development of Bangladesh.

**Governance of Democracywatch**

Governance of DW is ascertained according to the rules and regulations of the Memorandum by the following regular meetings at various levels:

I. The Management and Coordination Meeting is one of the monitoring tools of Democracywatch. It aims at looking at the progress, success and limitations of both program and administration.

II. The staff coordination meeting is held at two levels i.e. one with the senior managers and the other with all staff level.

III. Senior management meetings are held on a weekly basis.

IV. All staff coordination meetings are held bi-monthly.

V. The internal transparency and governance are also ensured through the Executive Director’s initiative of taking all decisions in consultation with the Directors and also members of staff.

These meetings aim at better organizational development at the central and field level ensure transparency.

**Infrastructure of Democracywatch**

Democracywatch has its own two storied office building in Dhaka which is called the Dhaka office or main office. DW has expanded its operations through 16 regional/field offices. Five have training and accommodation facilities. All the offices are equipped with modern IT facilities and logistics.

**Staff Strength**

Democracywatch recognizes that human resource is one of the most important factors for healthy growth and development of an organization. Staff development in Democracywatch is a continuous process. The staffs are trained through different workshops, seminars, consultations, dialogues, and mentoring.

**Staff Recruitment**

Democracywatch promotes a non-discriminatory and gender friendly work environment. It also encourages the inclusion of indigenous and disabled people as staff members. It has diversified staff compensation. The core values and principles of the organization is promoted through organizing in-house training especially on gender and rights based approaches and governance issues. The total work-force during the year was 112. Among
them, 30 are working as regular core staff while 82 are working as project staff. Among them 35 are female and 77 male.

During 2014, Democracywatch has recruited a total of 16 staff comprising of 3 regular staff and 13 project staff through a formal recruitment process.

**Staff Development and Recreation**

In the year 2013-2014, Democracywatch organized different need-based training courses in order to strengthen the capacity and competence of its different training and knowledge sharing events covering the areas of Right to Information; Right Based Approach; Gender and Development; Financial Management; Book Keeping & Financial Management; Project Implementation and so on.

DW arranged a staff development retreat on 16-17 February, 2014 at ‘Chuti Resort’, Gazipur where a total of 120 staffs of DW attended. The retreat included strategic plan development, annual coordination meeting, sports and lots of fun.

**Staff Facilities**

- DW staffs are given free English and Computer training under staff development program.
- Female staffs are given six months maternity leave with pay.
- Flexible hours for new mothers.
- Special facilities for lactating mothers.
- One week paternity leave for new fathers.
- An afternoon clinic is run by a doctor from the community hospital for health check.
- Canteen facilities for staff lunch and refreshments
- Annual recreation facilities.
INDEPENDENT AUDITOR'S REPORT
TO THE MANAGEMENT OF DEMOCRACYWATCH

We have audited the accompanying Consolidated Financial Statements of DEMOCRACYWATCH which comprise the Consolidated Statement of Financial Position as at 30th June, 2014 and the related Consolidated Statement of Comprehensive Income, Consolidated Statement of Receipts and Payments for the year then ended and a summary of significant accounting policies and other explanatory notes on that date.

Management Responsibility for the Financial Statements
Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Financial Reporting Standards (IFRS) as adopted by the Institute of Chartered Accountants of Bangladesh (ICAB) as BFRS and for such internal control as management determines is necessary to enable the preparation of Financial Statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility
Our responsibility is to express an independent opinion on these financial statements based on our audit. We conducted our audit in accordance with Bangladesh Standards on Auditing (BSA). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion
In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of DEMOCRACYWATCH as at 30th June, 2014 and its financial performance for the year then ended in accordance with Bangladesh Financial Reporting Standard (BFRS) and the accounting policies described in the note # 04 to the Financial Statements and other applicable laws and regulations.

We also report that:

(a) We have obtained all the information and explanations which to the best of our knowledge and belief, were necessary for the purpose of our audit and made due verification thereof;

(b) In our opinion, proper books of account have been kept by the NGO so far as it appeared from our examination of those books, and

(c) The Consolidated Statement of Financial Position, the Consolidated Statement of Comprehensive Income and consolidated Statement of Receipts & Payments dealt with by this report are in agreement with the books of account maintained by the NGO.

Dated: 30th December, 2014
Dhaka.

Khan Wahab Shafique Rahman & Co.
Chartered Accountants

Branch Office:
Sabbir Chamber (3rd Floor),
60, Agrabad C/A, Chittagong.
Telephone: 2520056,
E-mail: kwsr@colbd.com

Overseas Associate:
KWSR & Co. Ltd
136, Merton High Street,
London SW 19 9SA.
Tel: 0208-543-4421, 0208-543-4422,
Fax: 0208-544-0245
E-mail: rukanrahman@kwsr.co.uk

In Practice since 1968
## Consolidated Statement of Financial Position

**As at June 30, 2014**

<table>
<thead>
<tr>
<th>Particulars</th>
<th>Notes</th>
<th>30.06.2014</th>
<th>30.06.2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROPERTY, PLANT &amp; EQUIPMENT:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Non Current Assets:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fixed Assets at Cost: Less Accumulated Depreciation</td>
<td>7.00</td>
<td>5,898,887</td>
<td>6,326,187</td>
</tr>
<tr>
<td><strong>INVESTMENT:</strong></td>
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</tr>
<tr>
<td>FDR</td>
<td>8.00</td>
<td>200,000</td>
<td>200,000</td>
</tr>
<tr>
<td><strong>CURRENT ASSETS:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Receivable, Advances &amp; Others</td>
<td>9.00</td>
<td>3,755,840</td>
<td>1,457,178</td>
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<tr>
<td>Cash &amp; Cash Equivalent</td>
<td>10.00</td>
<td>6,252,166</td>
<td>8,655,268</td>
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<tr>
<td>Total Assets</td>
<td></td>
<td>16,107,893</td>
<td>16,644,633</td>
</tr>
<tr>
<td><strong>FUND &amp; LIABILITIES:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LIABILITIES:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tax deducted at Source-Payable</td>
<td>11.00</td>
<td>64,278</td>
<td>(902)</td>
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<tr>
<td>VAT Payable</td>
<td>12.00</td>
<td>78,472</td>
<td>6,626</td>
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<td>Salary Payable</td>
<td>13.00</td>
<td>808,859</td>
<td>1,563,745</td>
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<tr>
<td>Provision for Liabilities</td>
<td>14.00</td>
<td>91,000</td>
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</tr>
<tr>
<td>Loan From Others</td>
<td>15.00</td>
<td>3,067,815</td>
<td>1,562,794</td>
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<tr>
<td>Provident Fund Payable</td>
<td>16.00</td>
<td>2,400,174</td>
<td>1,532,280</td>
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<tr>
<td>Insurance Fund Payable</td>
<td>17.00</td>
<td>288,790</td>
<td>63,050</td>
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<tr>
<td>Loan From Bank</td>
<td>18.00</td>
<td>860,604</td>
<td>851,331</td>
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<tr>
<td>Others Payable</td>
<td></td>
<td>149,500</td>
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<tr>
<td><strong>FUNDS:</strong></td>
<td></td>
<td>5,398,301</td>
<td>11,071,609</td>
</tr>
<tr>
<td>Fixed Asset Fund</td>
<td>19.00</td>
<td>5,898,887</td>
<td>6,326,187</td>
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<tr>
<td>General Fund</td>
<td>20.00</td>
<td>4,090</td>
<td>4,090</td>
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<tr>
<td>Staff Gratuity Fund</td>
<td>21.00</td>
<td>1,456,978</td>
<td>1,005,691</td>
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<tr>
<td>Grant Fund</td>
<td>22.00</td>
<td>935,546</td>
<td>3,735,641</td>
</tr>
<tr>
<td>Total Liabilities &amp; Fund</td>
<td></td>
<td>16,107,893</td>
<td>16,644,633</td>
</tr>
</tbody>
</table>

The annexed notes form an integral part of the Statement of Financial Position.

**Finance Director**

**Executive Director**

Subject to our separate report of even date

_Dated, Dhaka_  
**December 30, 2014**
## Consolidated Statement of Comprehensive Income

**For the year ended June 30, 2014**

<table>
<thead>
<tr>
<th>Particulars</th>
<th>Amount (In Taka) FY 2013-2014</th>
<th>Amount (In Taka) FY 2012-2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOME:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants Income</td>
<td>70,312,328</td>
<td>43,147,429</td>
</tr>
<tr>
<td>Local Donation</td>
<td>1,307,500</td>
<td>1,506,867</td>
</tr>
<tr>
<td>Local Contribution(DW&amp;PNGO)</td>
<td>3,077,195</td>
<td>2,121,618</td>
</tr>
<tr>
<td>Course Fees Income</td>
<td>512,700</td>
<td>1,178,123</td>
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<tr>
<td>Sales of Materials &amp; Publication</td>
<td>157,125</td>
<td>-</td>
</tr>
<tr>
<td>Event Management &amp; Rental Equipment</td>
<td>591,621</td>
<td>-</td>
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<tr>
<td>Membership Fees</td>
<td>2,250</td>
<td>2,191</td>
</tr>
<tr>
<td>Income from Photocopy</td>
<td>23,616</td>
<td>-</td>
</tr>
<tr>
<td>Bank Interest</td>
<td>9,027</td>
<td>22,058</td>
</tr>
<tr>
<td>Depreciation income</td>
<td>1,053,782</td>
<td>1,156,648</td>
</tr>
<tr>
<td>PNGO Contribution</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td>77,052,444</td>
<td>49,134,954</td>
</tr>
<tr>
<td><strong>EXPENDITURE:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salary &amp; Benefits</td>
<td>23 00</td>
<td>34,541,417</td>
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<tr>
<td>Consultancy Fee/ Honorarium</td>
<td>24 00</td>
<td>545,208</td>
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<tr>
<td>Program Support Cost</td>
<td>25 00</td>
<td>12,290,475</td>
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<tr>
<td>Program Activity Cost</td>
<td>26 00</td>
<td>27,977,284</td>
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<tr>
<td>Overhead Cost</td>
<td>1,839,778</td>
<td>506,214</td>
</tr>
<tr>
<td>Miscellaneous Expenses</td>
<td>37,275</td>
<td>-</td>
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<tr>
<td>Bank Charges</td>
<td>139,767</td>
<td>1,619</td>
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<tr>
<td>Audit Fee</td>
<td>290,450</td>
<td>119,450</td>
</tr>
<tr>
<td>Depreciation</td>
<td>1,053,782</td>
<td>1,156,648</td>
</tr>
<tr>
<td><strong>Total Expenditure</strong></td>
<td>78,718,438</td>
<td>51,372,708</td>
</tr>
<tr>
<td>Excess of Income Over Expenditure / (Excess of Expenditure over Income)</td>
<td>(1,662,992)</td>
<td>(2,237,752)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>77,052,444</td>
<td>49,134,954</td>
</tr>
</tbody>
</table>

The annexed notes form an integral part of the Statement of Comprehensive Income.

FINANCE DIRECTOR

EXECUTIVE DIRECTOR

Subject to our separate report of even date

Dated, Dhaka
December 30, 2014
1. Mrs. Taleya Rehman, Chairperson
2. Mr. Nurul Islam Khan, Vice Chairperson
3. Mr. Rathindra Kumar Chowdhury, Treasurer
4. Mr. Mirza Najmul Huda, Member
5. Dr. Nazmunnessa Mahtab, Member
6. Mrs. Syeda Shamse Ara Huseyn, Member
7. Mrs. Mosfaka Rahman, Member