

Organization Profile

01. Brief Description of The Organization

Name of The Organization	:	Darpan Samaj Unnayan Kendra.
Head Office Address	:	“Baitul Aman”, House No. 100, (4 th Floor), Bagichagoan, Comilla . Phone: Mobile: 01715-707124, E-mail-darpanbd@yahoo.com
Dhaka Office Address	:	House#72, Road# 1, Secor# 12, Uttara, Dhaka Mobile: 01855755457
Date of Establishment	:	14 th April, 2000.
Background	:	<p>The increasing woes of millions of the disadvantaged groups of people drew attention of a group of young man and women in the year 2000 in Comilla district and they got together and decided to form an organization in order to meliorate their conditions. Consequently Darpan Samaj Unnayan Kendra was established in the same year on 14th April.</p> <p>Darpan is a non-governmental, non-profitable and non-political voluntary social development Organization. It was awarded highest award in this district in recognition of its contribution to youth welfare activities in 2004 from Directorate of Youth Development, Comilla.</p>
Legal Status	:	<p>1) Registered with the Directorate of Social Service, Comilla, under the Ministry of Social Welfare bearing Registration no: Comi-1005/2000.</p> <p>2) Directorate of Youth Development, Comilla, under the Ministry of Youth & Sports bearing Enlistment no-339.</p> <p>3) Directorate of Family Planning having Affiliation No: 176.</p> <p>4) Joint Stock Companies & Firms bearing registration no: S-3966 (68)</p>
Vision	:	Darpan’s vision is to establish a poverty free society where in every body will be ensured of food and shelter their basic needs and rights.
Mission	:	Darpan was born with the mission of overall development of the poor and disadvantaged population directed mainly towards poverty alleviation.

- Goal** :
- a) To establish society free from poverty.
 - b) To ensure education and health care for all.
 - c) To establish the rights of women & children.
 - d) To establish corruption free society and good governance.
 - e) To create wide range social awareness.
- Objectives** :
- a) To make the disadvantaged groups self reliant through micro-credit program.
 - b) Non-formal education for the poor children.
 - c) Health care and family planning
 - d) Establishment of good governance and human rights.
 - e) Dissemination of information to the rural poor through News media and information technology.
 - f) To create awareness about HIV/AIDS.
 - g) Youth Development.
- Accountability** :
- Primarily to the beneficiaries as mentioned above and also to the Executive & General Committee.
- 02. Contact person** :
- Md. Mahbub Morshed,**
Executive Director,
 “Baitul Aman”, House No. 100, (4th Floor), Bagichagoan,
 Comilla . Phone: 081-69151, Mobile: 01715-707124,
 E-mail-darpanbd@yahoo.com

03. Working area:

All over Bangladesh. But at present we work in Comilla district. It may be extended to other districts as early as possible.

04. Field of activities:

The activities of the Organization are concentrated in Comilla district. At present Comilla is the most densely populated district in Bangladesh. It has about 1700 people per sq. kilometer. This is the highest density in the whole world except the city-state of Singapore and Hongkong. Among the population about 49% are women of whom half are living in a distressed situation. **Darpan Samaj Unnayan Kendra** has undertaken the onerous task of meliorating the conditions of the suffering millions in different field of activities in the district of Comilla. **Darpan received highest award in this district in recognition of its contribution to youth welfare activities in 2004 from Directorate of Youth Development, Comilla.**

05. Present Activities:

Sl. no.	Name of the Project	Target Beneficiaries	Activities	Duration		Funded by
				Commencement Date	Completion Date	
1.	Non-formal Education	- Underprivileged children particularly to those who are not beneficiaries of Government run primary school.	-Established 10 (ten) school in Muradnagar upazilla under ESP program of BRAC.	10.04.2005	2015	a) BRAC (ESP)
2.	Health & Family Planning	- Distressed and Poor Woman and Children.	- Mother and Child Health care. - Sex and Reproductive Health. - Participation in EPI program. - To create awareness on Family Planning through discussion in group meeting, seminars, rally, leaflet distribution etc.	2003	Ongoing	a) Local Donation. b) Own Fund. c) Directorate of Family Planning
3.	Prevention of HIV/AIDS among The Young People in Bangladesh (Package # 902)	- Young people (15-24).	- Gate-Keepers Meeting, - Establish youth Friendly Corner, - Training on Life Skill Education. -message development competition -Farma & Non farma training	June-07	2012	HASAB Consortium (GFATM Project)
	Prevention of HIV/AIDS among The Young People in Bangladesh (Package # 904)	-Group Members of Micro finance	-Group Meeting & Session	July-08	2012	Padakhep Consortium (GFATM Project)

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4.	Good Governance & Human Rights	-Senior officers of District Administration, Politicians, Journalists, civil society & other Professionals.	<ul style="list-style-type: none"> - Launched Campaign for establishment of local govt. free from interference from any quires. - Budget discussion at District level. - Observation of Human Rights at District Level. - Enquiries on incidence of Violation of Human Rights. - Campaign for Debt. Cancellation & Essential Service. - Campaign for RTI. - Campaign for NGO Governance. - Campaign for MDGs -- Campaign for SDGs -Social Audit on Health & Education Service 	2003	Ongoing	a) Shushashoner Jonno Procharavijan (SUPRO) network (Funded by Manusher Jonno, Oxfam Nabib & Artical - 19).
5.	Voter & Civic Education program to Observe Parliamentary Election	<ul style="list-style-type: none"> - Urban Slum Dwellers. -Rural Destitute Woman. - Landless people. -Marginalized Community. 	<ul style="list-style-type: none"> -Program of voter awareness, -Monitoring of Pre-election environment, -Prevention of election violence at Upazilla level, -Booth basis monitoring on the day of election. 	November-2006	December 2008	<ul style="list-style-type: none"> a) NRDS b) Khan Foundation, c) Democracy Watch, d) BCDJC. (Funded by The Asia Foundation).
6.	Advocacy for Grassroots through Community Participation	- Rural and Grass root level People.	<ul style="list-style-type: none"> - Established a rural advocacy center to aware the people in identifying and solving their own problems. 	July-07	2009	M.M.C (Financial assistance of Danida.)

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				Commencement Date	Completion Date	
7.	Abolombon II (Empowering people & Alleviating Poverty through Improved Access to Livelihood Information)	- Rural and Grass root level People.	- Disseminating information of the poor people on agriculture, health, education, employment, legal aid, and human rights. - Rural people are getting necessary information from this center.	December-2007	January-2011	D. Net (Development Research Network), Funded by Manusher Jonno.
8.	Strengthening of Local Government	- Union Parishad Chairman & Members.	- Round Table Conference, Democracy fair, Seminar & Meeting, Election Monitoring of Local Govt, training to elected U.P chairman and members.	2003	Ongoing	a) Khan Foundation, b) Unnayan Samannay. c) Own fund
09.	Public Health & Sanitation	- Distressed and Poor People.	- Sanitary latrines constructed. - Awareness among of the rural poor people through group meeting, motivation, leaflet, seminars etc.	2003	Ongoing	a) Local Donation. b) Own Fund.
10.	Prevention of Torture of Women and Children	- Distressed and Poor Woman & children.	- Movement for protection & prevention of Women & Child Trafficking. - Motivate women and children through leaflet, discussion in group meetings, seminars, rally and courtyard meetings.	2004	Ongoing	a) Atsec network b) Own Fund. c) BNWLA
11.	Maintenance of Environmental Balance & Tree Plantation	- Urban, Semi-Urban and Rural level people.	- Motivate the local people to plant at least two trees and homestead gardening around their houses through discussion seminars, group meetings, rally etc. Awareness build up on Climate Change.	2002	Ongoing	a) Local Donation. b) Own Fund.

Sl. no.	Name of the Project	Target Beneficiaries	Activities	Duration		Funded by
				Commencement Date	Completion Date	
12.	Anti-drug Campaign	- Vulnerable groups consequently the youths are recovering from drug addiction.	- Seminars, discussion meetings and providing necessary motivational services.	2003	Ongoing	a)Local Donation. b)Own Fund.
13.	Women Entrepreneurship Development	-Women Entrepreneur.	- Seminars, Workshop, training & Participate in local & International Trade Fair.	2004	Ongoing	a) BWCCI b) Grassroots
14.	Agricultural Development Activities	-Poor agriculturists.	- Seminars, training, Group meetings for agricultural development, Micro-credit.	2004	Ongoing	a)Incidin Bangladesh b) CSRL c) PRAN d) Kormojibi Nari
15.	Voter Registration Awareness Program	All segments of population, with special emphasis on women, ethnic and religious minorities, slum dwellers, youth (first time voter), disabled people, hard to reach people and other disadvantaged and vulnerable people.	-Canvassing through loud speaker, -Arrange rally at union level - Arrange Special Meeting at union level -leaflet distribution -Banner display - Arrange Mobile Cultural Program at upazilla level.	August- 2007	December -2008	a) NRDS b) Khan Foundation, c) Democracy Watch, d) BCDIC. (Funded by The Asia Foundation).
16.	Adult Education	- Rural and Grass root level illiterate People.	-Established 4 (Four) Adult Education Centers in Muradnagar upazilla of Comilla Dist.	July-2002	Ongoing	a)Local Donation. b)Own Fund.
17.	PROGATI	-Representative of Local Govt, Senior officers of District Administration, Politicians, Journalists, civil society & other Professionals.	- Campaign for Anti Corruption. - Budget discussion at Grassroots level. - Citizen Monitoring at Public Service	July-2009	2012	Khan Foundation (Funded By USAID)
18.	Training	- Urban Slum Dwellers. -Rural Destitute Woman, -Landless people. -Marginalized Community.	-Skill development training.	2002	Ongoing	a) Directorate Of Youth Development b) Own Fund.

Sl. no.	Name of the Project	Target Beneficiaries	Activities	Duration		Funded by
				Commencement Date	Completion Date	
19.	Combating Trafficking & Violence against Women Using Mobile Hotlink	Any Tortured Woman & children of Comilla Dist.	- Movement for protection & prevention of Women & Child Trafficking. - Motivate women and children through leaflet, discussion in group meetings, seminars, rally and courtyard meetings.	2010	2012	Khan Foundation
20.	Promoting Smoke Free Local Government and Public Spaces	-Public Place & Office - Mayor, Councilors & Local govt Staff of Comilla Pouroshova - Peoples of Comilla Pouroshova	Round Table Conference, Seminar, Workshop & Meeting on Anti Smoking.	2010	2013	YPSA
21.	Democratic Budget Movement	-Mass People -Local Govt Representative - Govt Officials -Member of Parliament -Media	Round Table Conference, Seminar, Workshop & Meeting, Cultural Activities, Media Campaign on National Budget.	2011	Ongoing	Action Aid Bangladesh
22.	Food Security	-Mass People - Civil Society -Farmers & Poor People - Govt. Policy Makers.	Seminar, Workshop & Meeting, Cultural Activities & Media Campaign	2011	Ongoing	Action Aid Bangladesh
23.	Ongikaar Project	- Students & Teachers - Civil Society - Mass People - Govt. Policy Makers. -Educational Department	Seminar, Workshop & Meeting, Social Audit on education, Awareness buildup on National Education policy, Education for all, MDGs & SDGs.	2013	Ongoing	CAMPE

06. Future Plan Of Darpan:

- a) To integrate HIV awareness program in the exiting program.
- b) Prevention of HIV among urban slum and target beneficiaries.
- c) Dissemination of information to the rural poor and establishment of Pallitaitha kendra.
- d) To create awareness on primary health, immunization, pregnancy care, family planning, sex and reproductive health of poor and helpless people.
- e) A community clinic will be established for poor and helpless people.
- f) Establishment school for distressed children.
- g) Motivate disadvantage women for awareness of Women Empowerment.

07. Present Organizational Structure and Management:

Darpan has General Committee consisting of 21 General Members from cross section of elite's social workers and development specialists. General Committee elects seven members Executive Committee comprising of a Chairman, a Vice-Chairman, a Treasurer, an Executive Director and three members that is responsible for overall policy making of the organization. It is also liable to General Committee. General Committee is the spurned authority for all decision making for Darpan. Executive Director of the organization is ex-officio member of the Executive Committee. He is responsible for overall program & administration of Darpan. He is accountable to EC & GC. The Executive Committee appoints other supporting staff for implementation of the organization programs and projects.

There is also an Advisory Committee consisting of 5 members from among experienced, educated and experienced leaders in social welfare activities, Administrators etc.

i) Executive Committee:

S/L No.	Name	Designation	Profession
1.	Md.Jakir Hossain	Chairman	Business
2.	Md. Shamim Haider	Vice-Chairman	Principal
3.	Md.Mahbub Morshed	Executive Director	Development worker
4.	Farid Uddin	Treasurer	Teacher
5.	M. M. Asifur Rahman	Member	Business
6.	Md. Shawkat Osman	Member	Business
7.	Md. Sarowar Alam	Member	Banker

ii) Advisory Council:

S/L No.	Name	Designation	Profession
1.	Mr. Khairul Kabir	Chairman	Former Director General, BARD, Comilla
2.	Mr. Abul Hasanat Babul	Member	Former President, Comilla Press Club
3.	Mohammad Mir kashem	Member	Former Addl. Director General, BARD, Comilla
4.	Principal Shafiqur Rahman	Member	Ex. Principal, Comilla Lalmai College

S/L No.	Name	Designation	Profession
5.	Momtaj Begum	Member	Social Activist

08. Staff Position :	No. of Permanent Staff	:	10
	No. of Project Staff	:	2
	No. of Part Time staff (Volunteer)	:	10

Total Staff: 32

09. Staff Development:

Staffs are the main resources of an organization. So, capacity building of staff is one of the main activities of organizational development. Thus in this reporting year staffs were provided opportunities to attend in different training, workshop and study-tour. Participation in these activities gained learning and experience for us in many ways. Darpan joined study-tour, which has been most effective and fruitful. As a part of staff development monthly meetings (held 12 times) and special short training were arranged to understand role of samity, analyze samity solution and to facilitate discussion to develop better care and nursing of samity.

Training Details:

S/L No:	Name	Course Details
1.	Md. Mahbub Morshed Executive Director	a) Training on Micro-Credit Management from PKSF. b) Significance of the activities launched by the department of youth development in solving youth related problems from National Youth center, Dhaka. c) Tot on Rights Based Approach from SUPRO. d) Training in Designing Sustainable Project & Writing Quality Proposal from Care Bangladesh. e) Training on Budget Analysis and Advocacy From CBGA in Nepal f)) Training on Citizen monitoring Campaign from Khan Foundation. g) Training on National Budget Analysis from Democracy Watch. h)) Training on Social Audit from Supro i) Training on Right to Information from Article 19 & Supro. j) Training on Right to Information from MRDI. k) Training on Leadership on Anti-Corruption Reform from Communica.
2.	Nagma Morshed Director (Admin.)	a) Training on The role of youth community to eradicate the dowry system from National Youth Center. b) Participated in the 3 rd National youth Congress on prevention of Drug Abuse & HIV/AIDS. c) Training on Strengthening of Local Government from Khan Foundation, Dhaka. d) Training on Marketing Management for Women Entrepreneur from BWCCI.
3	Fakhera Monsur Project Director	a) Training on Improving Accounting System of Development Organization from Care Bangladesh. b) Training on Youth Activities & Youth Organization Management from Department of Youth Development. c) Training NGOs towards alternative Communities Using ICT & Networking from Bangladesh NGOs Network for Radio and

S/L No:	Name	Course Details
		Communication (BNNRC) Trust. d) Training on Strengthening of Local Government from Khan Foundation, Dhaka. e) Training on Micro-Credit Management from PKSF. f) Training on Micro-Credit from Bangladesh Bank (MRRU). g) Tot on long-term election observation from IRI. h) Training on Goat Rearing from Department of Youth Development. i) Training on Project development considering the sexual health needs and care & support and treatment needs from HASAB under ADB project. j) Training Workshop on Local Language Content Development Under PAN Localization Project from D. Net. k) Training on Marketing and Sales Promos sion on SME Entrepreneurship Development for Women Entrepreneur from BWCCI. l) Training on Budget Analysis from SUPRO. m) Tot course on HIV/AIDS Mainstreaming in NGO's Activities.
4	Farhana Morium	a) Tot on Marriage in Bangladesh from Bangladesh Society for the Enforcement of Human Rights, Dhaka. b) Training on Marketing Management for Women Entrepreneur from BWCCI. c) Training on Reporting from BCDJC. d) Tot on long-term election observation from IRI. e) Tot on Rights Based Approach from SUPRO. f) Training on Goat Rearing from Department of Youth Development. g) Tot Course on Life Skills Education from HASAB Consortium. h) Project development considering the sexual health needs and care & support and treatment needs from HASAB under ADB project. i) Training on HIV/AIDS Counseling and Testing from HASAB under ADB project. j) Training on Marketing and Sales Promos ion on SME Entrepreneurship Development for Women Entrepreneur from BWCCI. l) Training on Youth Friendly Health Services (YFHS) for Health Service Promoter from YPSA. m) Training on Citizen monitoring Campaign from Khan Foundation. n) Training on National Budget Analysis from Democracy Watch o) Training on Anti Corruption Campaign from Rupantor. p) Training on Social Audit from Supro. q) Training on Right to Information from Article 19 & Supro. r) Training on Report Card Survey from Supro. s) Training on Right to Information from MRDI. t) Training on Food, Power, Politics & People's Struggle from Action Aid, Bangladesh u) Training on Leadership on Anti-Corruption Reform from Communica
5.	Md. Abul Hasem Asst. Project Director	a) Tot Course on Life Skills Education from HASAB Consortium. b) Training on Right to Information from Article 19, Bangladesh. c) Training on Citizen monitoring Campaign from Khan Foundation. d) Training on National Budget Analysis from Democracy Watch e) Training on Fisheries Project From Department of Youth Development f) Training on Report card survey on education from Campe
6.	Dr. Md. Rafiqul Islam Rakib	a) Training on HIV/AIDS Counseling and Testing from HASAB under ADB project.

S/L No:	Name	Course Details
7.	Rumi Akter	a) Training on Social Audit from Supro. b) Training on National Budget Analysis from Supro. c) Training on Knowledge, Skill and Practices on ECCE From CAMPE d) Training on Marketing Management for Women Entrepreneur from BWCCI.
8	Salma Akter Choity DCF	a) Training on Marketing and Sales Promotion on SME Entrepreneurship Development for Women Entrepreneur from BWCCI. b) Training on National Budget Analysis from Supro c) Training on Social Audit on education & Health.
9	Md. Shakil Mollah Public Relaon & Information Officer	a) Training on Reporting from BCDJC. b) Training on Right to Information from Article 19 & Supro. c) Training on National Budget Analysis from DBM/Action Aid
10	Md. Rezaul Karim	a) Training on Knowledge, Skill and Practices on ECCE From CAMPE b) Tot Training on ESP project from BRAC.

10. Financial Capacity:

a) Present Source of Funds:

Darpan has received project funds from the following sources since its inception.

- i) Income from IGA Activities.
- ii) Supro (Funded by Oxfam G.B).
- iii) BRAC.
- iv) Khan Foundation, Dhaka.
- v) Directorate of Social Welfare.
- vi) Directorate of Youth Development.
- vii) Supro (Funded by Oxfam G.B).
- viii) Bangladesh Women Chamber of Commerce and Industry (BWCCI).
- ix) Action Aid Bangladesh
- x) CAMPE (European Union/Uk Aid)
- xi) Khani Bangladesh (Action Aid Bangladesh)
- xii) Right to Food Bangladesh
- xiii) Democratic Budget movement ((Action Aid Bangladesh)

b) Bank Accounts:

- i) There is a Savings Account in Sonali Bank, Court Building Branch, Comilla jointly operated by Chairman, Executive Director & Treasurer (Savings Accounts No.100085762)

ii) There is a Current Account in AB Bank, Comilla Branch, Mogultuli Super Market (Ist floor), Mogultuli Road, Comilla jointly operated by Executive Director, Project Director & Asst. Project Director (Current Accounts No.4131-183162-000).

iii) There is a Current Account in Pubali Bank, Zilla Parishad Branch, Comilla jointly operated by Executive Director, Project Director & Asst. Project Director (Current Accounts No.2462901014856).

c) Audit Report:

The financial year of Darpan is 1st July to 30th June. At end of the financial year General Committee of Darpan has arranged for audit by Chartered Accountant firm enlisted by NGO affairs Bureau. The last report is of 2013-2014 financial year. All accounts and funds of Darpan are audited properly as per provision of the byelaws of the Organization approved by the concerned registration authority. An authorized audit firm is appointed for the purpose. All audit reports are available for inspection. There is a system of internal audit. The internal auditor of the organization during the audit period has audited by-monthly group accounts. He checks & verified the all accounts register, cash & ledger book, voucher etc. Auditor submits written report to Executive Committee. Registered audit firm audit accounts every year external auditor.

11. Network Membership

- i) Secretary of FNB, Comilla district committee.
- ii) It is a linkage member of Shushashoner Jonno Prochravijan (SUPRO), (Secretary, District Committee & Member of National Committee).
- iii) It is a linkage member of Khan Foundation, Dhaka (Lead Ngo of Comilla District).
- iv) It is a linkage member of Credit Development Forum (CDF) Network of Micro Financing institution in Bangladesh.
- v) It is a linkage member of Network on PRSP & Health. Which is organized by DORP.
- vi) It is a linkage member of Mac Foundation, Comilla.
- vii) It is a linkage member of Peoples Health Movement, Dhaka.
- viii) It is a linkage member of ATSEC, Bangladesh Chapter.
- ix) It is a linkage member of Bangladesh NGOs Network for Radio & Communication (BNNRC).
- x) It is a linkage member of Campaign for popular Education (CAMPE).
- xi) It is a partner organization of Democracy Watch, Bangladesh.
- xii) It is a partner organization of BCDJC, Dhaka.
- xiii) It is a partner organization of M.M.C, Dhaka.
- xiv) It is a partner organization of Unnayan Shamannay, Dhaka.
- xv) It is a partner organization of Bangladesh Institute of Human Rights (BIHR).
- xvi) It is a partner organization of D.net, Dhaka.
- xvii) It is a partner organization of HASAB Consortium.
- xv) It is a partner organization of Padakhep Consortium.
- xvi) It is a partner organization of NRDS.
- xvii) It is a Member Organization of DBM.
- xvii) It is a Network Member of Food Security Network in Bangladesh.
- xviii) It is a Member Organization of MFSCR.
- xix) It is a Member Organization of Maapsi Bangladesh.
- xx) It is a Member Organization of Right to Food Bangladesh.

