CIRDAP
ANNUAL REPORT
2018

CIRDAP

Centre on Integrated Rural Development for Asia and the Pacific

CIRDAP Member Countries

CIRDAP Annual Report 2018, Number 38

Published by CIRDAP
© CIRDAP 2019

Centre on Integrated Rural Development for Asia and the Pacific
Chameli House, 17 Topkhana Road
GPO Box 2883
Dhaka-1000, Bangladesh
Tel.: 880-2-9558751, 9559686, 9586510
Fax: 880-2-9571880, 9562035
E-mail: icd@cirdap.org
Web: www.cirdap.org

Printing: Dot Ad

CIRDAP
Annual Report
2018

CIRDAP, a Centre of Excellence in IRD

CIRDAP

Centre on Integrated Rural Development for Asia and the Pacific

MESSAGE of DIRECTOR GENERAL

This has been a year of growth for CIRDAP in terms of its visibility and relevance to its member countries. The Strategic Plan 2018 – 2022 has basically provided the direction and platform for this achievement.

Through this, we have been able to strengthen networking and collaboration with our international and regional partners like FAO, APO, KLRI, SAARC, International Land Coalition and ANGOC, amongst others. Likewise, we have beenable to strengthen our collaboration with our Contact Ministries and their Rural Development Link Institutes and other development partners through regular communication and collaborative programmes. For the first time ever, we are going to organize a National Coordination's Workshop in BARD, Bangladesh from 11-13 March, 2019 for this purpose.

We have made great strides in ensuring the sound management of human, physical and financial resources. Specific Outputs were clearly set out through the formulation of Annual Corporate Plans, Business Plans, and Individual Work Plans. These were clearly monitored through Divisional Meetings, Monthly and Quarterly Reports. The enforcement of Staff Rules, Operation Manual and the implementation of Staff Capacity Building Programmes have established a professional work environment that promotes productivity in terms of the achievement of Outputs, such as the increase in revenue particularly from CICC and controlling atwastages and abuse of physical and financial resources.

The above changes through various initiatives have contributed to the significant increase inprogramme activities from 2017 – 2018 by 53 percent.

We are committed to continue building this platform for growth and anticipate further success in 2019, particularly with the completion and implementationof the Revised Staff Rules, Revised Organizational Structure and Revised CICC Staffing Structure and Operational Processes.

Finally, I would like to thank all Policy Bodies Members, our Development Partners and all those who supported CIRDAP for its success in the year, 2018.

With thanks.

Tevita G. Boseiwaqa Taginavulau
Director General

CONTENTS

MESSAGE FROM DIRECTOR GENERAL / 2

POLICY PROFILES / 4

STRATEGIC DIRECTION / 5

MAJOR ACTIVITIES OF CIRDAP / 11

POLICY BODY MEETING / 13

BUILDING BRIDGES / 15

RESEARCH AND PILOT PROJECTS / 16

TRAININGS / 24

INFORMATION AND COMMUNICATION 34

ADMINISTRATION AND FINANCE 41

POLICY PROFILES

CIRDAP has three policy bodies; each is responsible to perform distinct roles and functions to operate the Centre's activities. These include the Governing Council (GC), the Executive Committee (EC) and the Technical Committee (TC).

Governing Council (GC)

Minister, Ministry of Rural Rehabilitation and Development, Afghanistan

Minister, Ministry for Local Government, Rural Development and Cooperatives, Bangladesh

Minister, Ministry of Rural and Maritime Development and National Disaster Management, Fiji

Minister, Ministry of Rural Development, India

Minister, Ministry of Home Affairs, Indonesia

Minister, Ministry of Agriculture Jahad, Iran

Minister, Ministry for Agriculture and Forestry, Lao PDR

Minister, Ministry of Rural and Regional Development, Malaysia

Union Minister, Ministry of Agriculture and Irrigation, Myanmar

Minister, Ministry for Federal Affairs and Local Development, Nepal

Prime Minister, (Minister In-charge of Establishment Division), Ministry of Establishment, Pakistan

Secretary, Department of Agrarian Reform, Philippines

Minister, Ministry of Agriculture, Sri Lanka

Minister, Ministry of Agriculture and Cooperatives, Thailand

Minister, Ministry for Agriculture and Rural Development, Vietnam

Executive Committee (EC)

Deputy Minister (Programmes), Ministry of Rural Rehabilitation and Development, Afghanistan

Secretary, Rural Development and Cooperative Division, Ministry of LGRD&C, Bangladesh

Permanent Secretary, Ministry of Rural and Maritime Development and National Disaster Management, Fiji

Secretary, Ministry of Rural Development, India

Secretary General, Ministry of Home Affairs, Indonesia

Deputy Minister for Planning, Economic and International Affairs, Ministry of Agriculture Jahad, Iran

Vice Minister, Ministry of Agriculture & Forestry, Lao PDR

Secretary General, Ministry of Rural and Regional Development, Malaysia

Permanent Secretary, Ministry of Agriculture, Livestock and Irrigation, Myanmar

Secretary, Ministry of Federal Affairs and Local Development, Nepal

Secretary, Establishment Division, Ministry of Establishment, Pakistan

Undersecretary, Support Services Office, Agrarian Reform Stakeholders Relation Office, DAR, Philippines

Secretary, Ministry of Agriculture, Sri Lanka

Permanent Secretary, Ministry of Agriculture & Cooperatives, Thailand

Vice Minister, Ministry of Agriculture and Rural Development, Vietnam

Technical Committee (TC)

Executive Director, Afghanistan Institute for Rural Development (AIRD), MRRD, Afghanistan

Director General, Bangladesh Academy for Rural Development (BARD), Bangladesh

Permanent Secretary, Ministry of Rural and Maritime Development and National Disaster Management, Fiji

Director General, National Institute of Rural Development and Panchayati Raj (NIRD&PR), India

Directorate General, Rural Governance, Ministry of Home Affairs, Indonesia

Director General, Agriculture Planning Economic and Rural Development Research Institute (APERDRI), Ministry of Agriculture-Jahad, Iran

Director General, Department of Planning and Cooperation Ministry of Agriculture and Forestry, Lao PDR

Director, Institute for Rural Advancement (INFRA), Ministry of Rural and Regional Development, Malaysia

Director General, Department of Agricultural Planning, Ministry of Agriculture & Irrigation, Myanmar

Executive Director, Local Development Training Academy (LDTA), Nepal

Director General, Akhtar Hameed Khan National Centre for Rural, Development & Municipal Administration, Pakistan

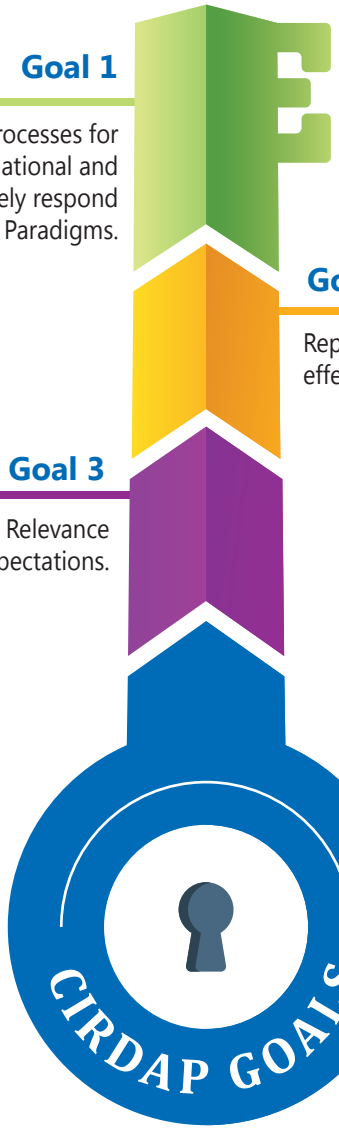
Director, Bureau of Agrarian Reform Beneficiaries Development (BARBD), DAR, Philippines

Director, Hector Kobbekaduwa Agrarian Research and Training Institute (HARTI), Sri Lanka

Secretary General, National FAO Committee, Ministry of Agriculture and Cooperatives, Thailand

Director General, International Cooperation Department Ministry of Agriculture, Vietnam

STRATEGIC DIRECTION



Goal 1

Strengthen CIRDAP Systems and Processes for Collaboration at the Global, Regional, National and Community Levels in order to effectively respond to the changing Rural Development Paradigms.

Goal 2

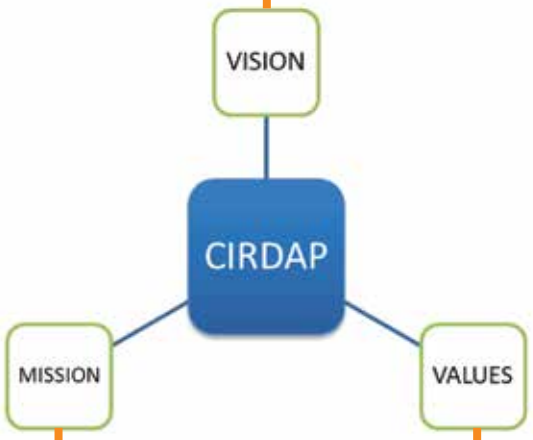
Reposition CIRDAP Secretariat in order to effectively carry out its Mandated Roles.

Goal 3

Enhance CIRDAP's Visibility and Relevance according to CMCs Expectations.

VISION, MISSION AND VALUES

CIRDAP, a Centre of Excellence
in Integrated Rural Development.



Our mission is to provide technical support and promote innovative best practices on sustainable IRD amongst member countries in Asia-Pacific in order to improve the lives of the rural people. In pursuing this mission:

- We shall strengthen collaboration with our link ministries, link institutions, development partners, private sector and other stakeholders;
- We shall adopt state of the art information and communication technology;
- We shall commit to mobilising resources; and
- We shall embrace the values of Diligence, Integrity, Transparency and Accountability, Inclusivity, and Resilience to inculcate professionalism.

CIRDAP should be guided by the following values:

- Diligence - Commitment to careful and persistent work and effort to contribute to the achievement of CIRDAP goals;
- Integrity - Uphold moral or ethical code through honesty, faithfulness, sincerity and innocence;
- Transparency and Accountability - Ensure that all activities are undertaken through ways in which they can easily be visible by others and taking ownership of their processes and outputs;
- Inclusivity - Ensure the inclusion of the most vulnerable rural people in terms of socio-economic status, gender physical challenges in all activities undertaken; and
- Resilience - The ability to anticipate and manage challenges to sustain continuous progress.

STRATEGIC PLAN 2018-2022

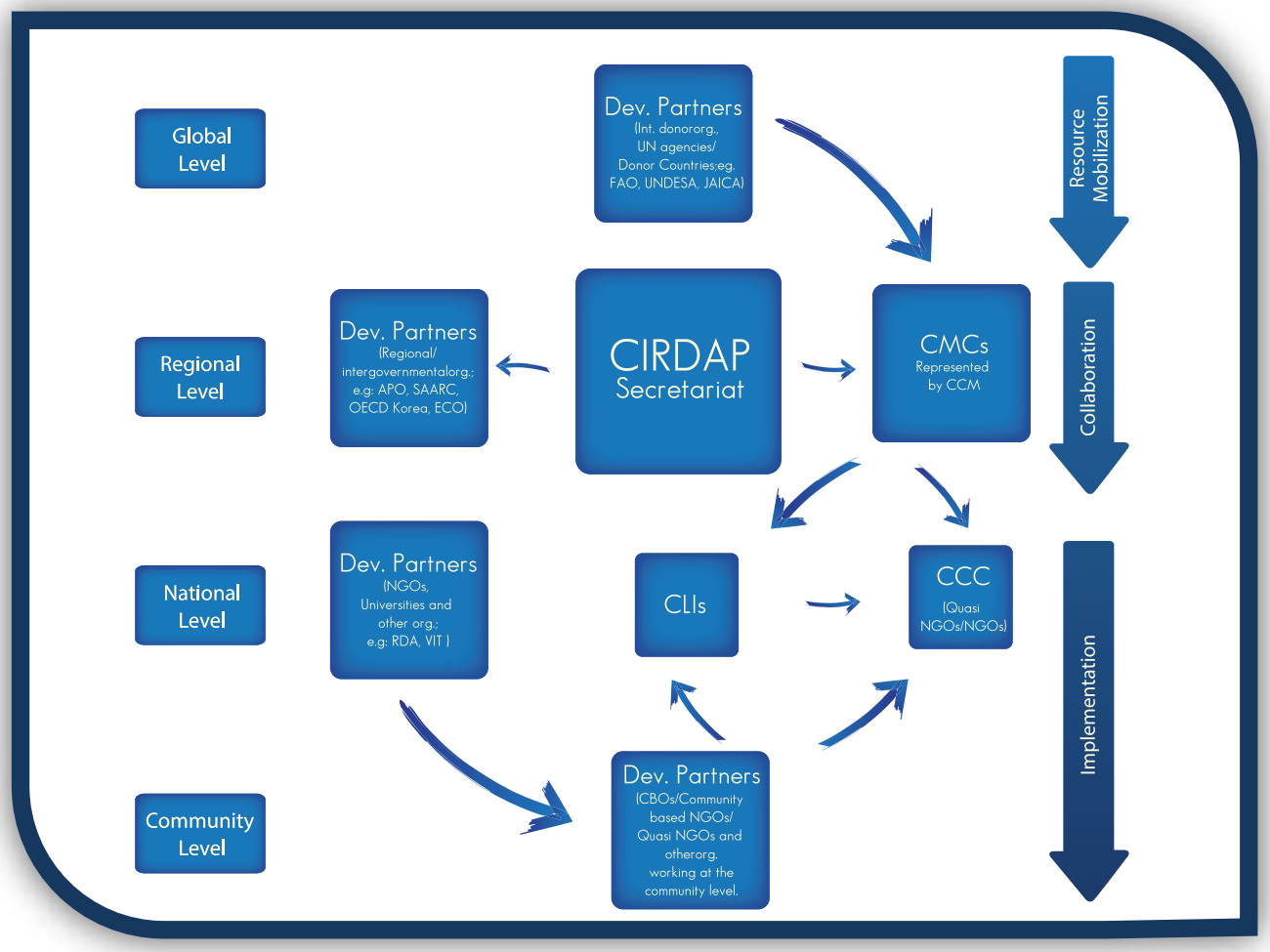
	Strategies
Goal-1	1.1 Strengthen CIRDAP Framework by establishing CIRDAP Sub Centres or Units under contact Ministries in CMCs; expanding CIRDAP membership; 1.2 Review the roles of CIRDAP Policy Bodies to provide policy direction; 1.3 Strengthen strategic linkages with regional organizations and development partners in related areas; and 1.4 Establish partnership with National organizations that operate both in National and Community levels in order to closely engage with rural communities.
Goal-2	2.1 Strengthen human and institutional capacity through the development of a hierarchal, flatter and professional organisational structure with a streamlined divisions and competent staff, both with well-defined roles and responsibilities, clear and well-coordinated processes through review of organizational structure in view of the current needs/demands; 2.2 Strengthen resource base through internal controls and mobilisation of resources through divisional Programmes, expansion of membership, engagement with potential donors and partners, consultancy services, and income generation through CIRDAP infrastructures; as well as efficient and well-controlled management of resources by following in accordance with rules and procedure; and 2.3 Review CIRDAP International Conference Centre framework.
Goal-3	3.1 Strengthen the management of programme activities in order to meet the development needs of CMCs; 3.2 Providing technical support and promote innovative best practices on sustainable IRD through the following: a. Needs Assessments (NAs) either through cross country (CMCs) programmes; b. Professional services and capacity building of IRD functionaries/officials in CMCs; c. Documentation of case studies innovative best practices from member countries as benchmarks for CMCs to develop new or strengthen existing models; d. Use of state-of-art information and Communication Technology for optimum and efficient management of rural development initiatives; 3.3 Generate and disseminate new knowledge on IRD in collaboration with CLIs and partner organisations at different levels by developing networking and spatial database systems, e-library, e-portal, e-learning, and other ICT tools and resources to share knowledge and information with CMCs and development partners; 3.4 Providing Policy analysis and advice on identified focus areas through cross member country studies and dialogues.

TARGET GROUPS AND FOCUS AREAS

A good number of RD concepts, ideas, models and designs have evolved through research, pilot projects, experiments and practices. So many actors in the field, not only public sector but also NPOs, NGOs, CBOs and private sectors, have emerged by the end of last century. It is now really the time that a cohesive and all-pervasive model be worked out on the basis of experiences so far accumulated, which will ultimately fit into the imperatives of the future. Models must be based on, and should manifest a holistic approach towards RD, which eventually lead to poverty alleviation and prosperity for the teeming millions of Asia-Pacific region aligning with SDGs guidelines. Since the horizon of urban and rural divide are shrinking and many people are going to face problems in both the rural and urban areas, there is need to redefine the focus of CIRDAP. Hence, the following target groups and focus areas are suggested:

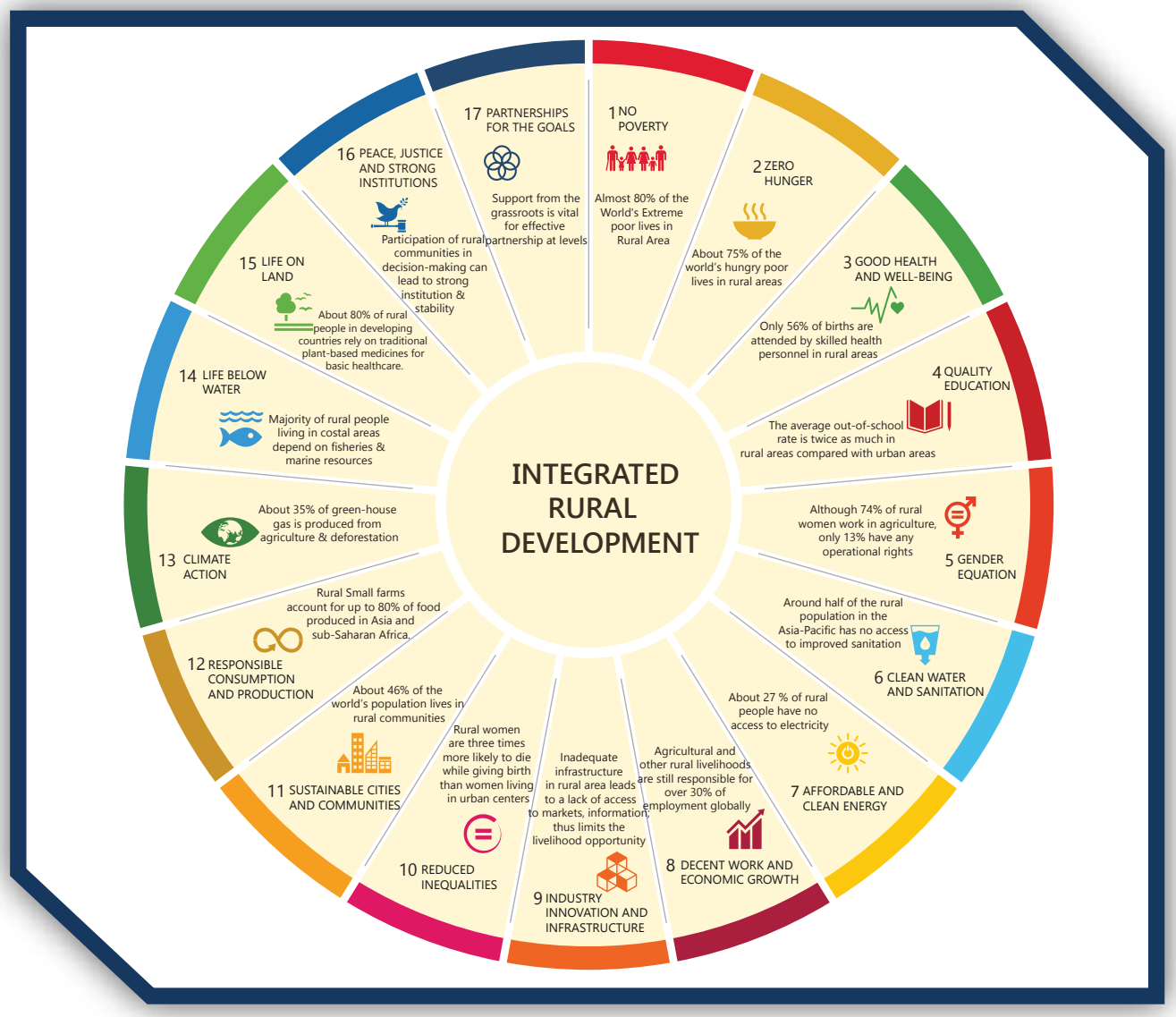
Target Groups	Focus Areas
• *Vulnerable communities in terms of Socio-economic status, Gender, Physically Challenged* • *Subsistence farmers and labourers in rural areas* • *Micro, Small and Medium* • *Entrepreneurs in rural areas*	1. **Sustainable Development and Efficient Use of Natural Resources** • Land Administration and Management • Waste management 2. **Livelihoods** • Poverty reduction • Economic Productivity through Technological Innovation, Upgrading and Diversification and Related Policies • Skill development • Entrepreneurship • Access to Financial Services • Sustainable Tourism (Eco Tourism) • New Development and emerging issues of rural livelihood 3. **Access to Basic Services:** • Access and use of ICT for IRD • Rural transportation access 4. **Climate Change and Impacts** • Strengthen resilience and adaptive capacity to climate change 5. **Governance** • Strengthening local governance and CBO/CSOs • Gender Inclusive Governance 6. **Management of Rural Areas in Transition**

FRAMEWORK FOR COLLABORATION



CMC	–	CIRDAP Member Country
CCM	–	CIRDAP Contact Ministries
CLI	–	CIRDAP Link Institution
CCC	–	CIRDAP Coordination Centre
CBO	–	Community Based Organization

LINKING RURAL DEVELOPMENT WITH SDGs

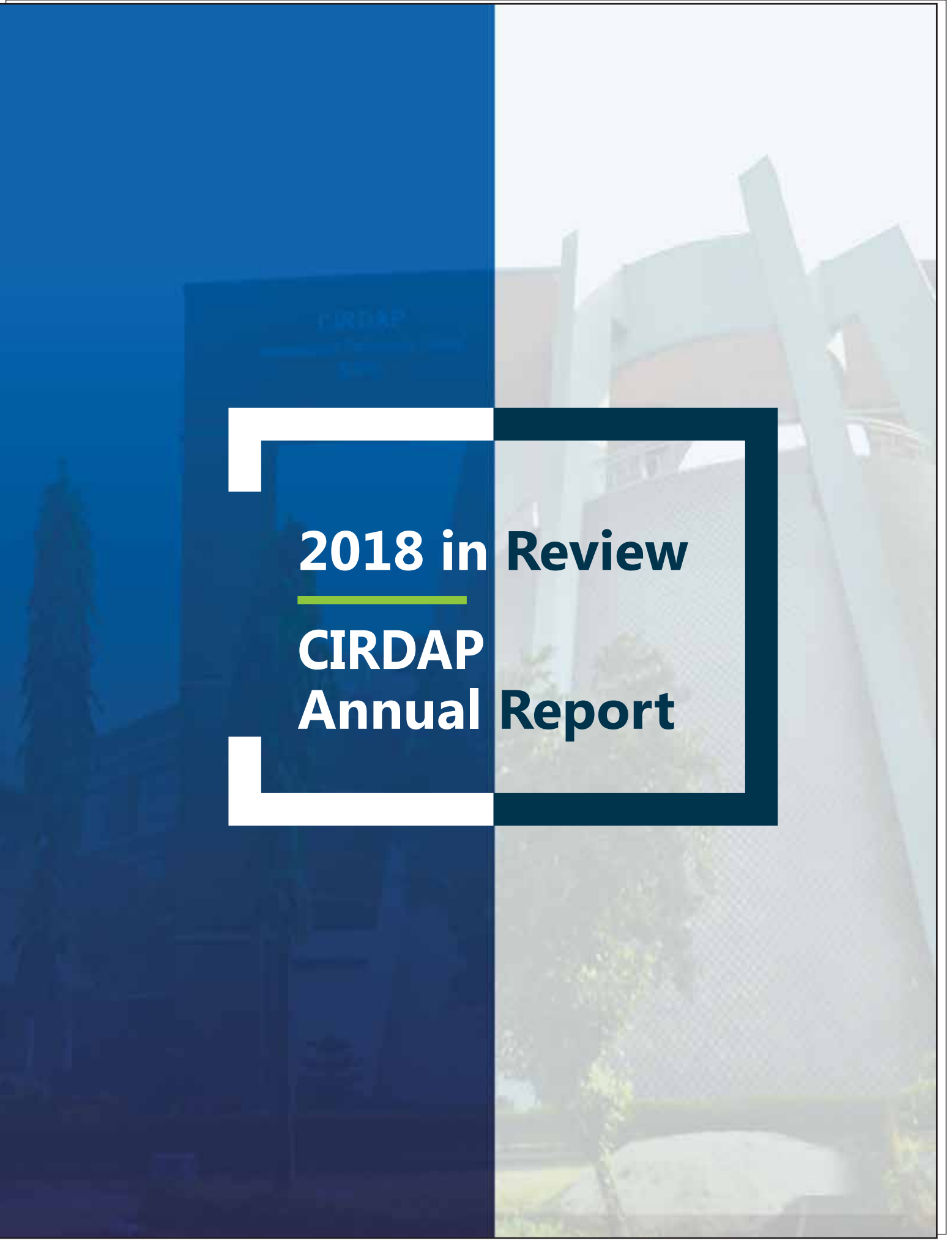


Based on the review, analysis and discussion on the issues and linkages of rural development with SDGs, the Strategic Plan was developed.

MAJOR ACTIVITIES OF CIRDAP

The programme activities of CIRDAP are undertaken by four divisions, i.e. Research, Pilot Projects, Training, and Information & Communication. The major activities of these divisions are as follows:

- CIRDAP's research studies focus on the dynamics of the socio-economic change in the rural societies and identify causal factors that constrain the lives of the rural disadvantaged and perpetuate poverty, provide guidelines to policy-makers, and formulate follow-up activities leading to further research, action research/pilot projects and training.
- The Pilot Projects envisages developing innovative experimental projects by identifying appropriate institutions, methodologies and technology to enhance skills and build capacities of human resource development of villagers for income generation and for other productive as well as social and economic empowerment.
- Training facilitates attitudinal and behavioural change and contributes towards enhancing capacity building of development facilitators so that they can become effective agents, communicators of change, strong advocates of community participation, and capable partners of communities in development.
- The Information and Communication activities seek to promote dissemination of research findings and action research/pilot projects and training outcomes of CIRDAP projects. The Centre's communication services provide wider circulation to rural development and poverty alleviation programme initiatives of the member countries.



2018 in Review

CIRDAP Annual Report

POLICY BODY
MEETING

33rd CIRDAP TECHNICAL COMMITTEE MEETING

The thirty-third Meeting of the CIRDAP Technical Committee (hereinafter referred to as TC-33) was held on 18th-19th April 2018 at the Tanoa International Hotel, Nadi, Fiji Islands.

Delegates and Observers

- The Meeting was attended by delegates from 14 CIRDAP Member Countries namely, Afghanistan, Bangladesh, Fiji, India, Indonesia, Iran, Malaysia, Myanmar, Nepal, Pakistan, Philippines, Sri Lanka, Thailand and Vietnam, and also delegates from institutions namely, IRD Expert of CIRDAP Dr. Salehuddin Ahmed, Dr. Nur Ahamed Khondaker from FAO, and Dr. Hyung Gurl Kim from the Korean Legal Research Institute (KLRI).
- Observers were also in attendance from the Pacific Islands Development Forum (PIDF), the Rajiv Ghandi National Institute of Youth Development (RGNIYD), Rural Development Academy (RDA), Bogura, the International Fund for Agricultural Development (IFAD-Pacific), and the Kingdom of Tonga through the support of IFAD-Pacific.

Key Highlights and Remarks

- Opening Address was delivered by the Chief Guest, Hon'ble Joweli Cawaki, Assistant Minister for the Ministry of Rural and Maritime Development, National Disaster Management and Meteorological Services, Fiji Islands.
- Thereafter, the serving Chairperson, Dr. Mizanur Rahman, Director General of the Bangladesh Academy for Rural Development (BARD), began the Meeting welcoming the TC Members and calling for the election of the TC-33 Chairperson.

- The newly elected TC-33 Chairperson, Mr. Meleti Bainimarama, the Permanent Secretary of the Ministry of Rural & Maritime Development and National Disaster Management & Meteorological Services of Fiji Islands started the Agenda Session welcoming the TC Members.
- In acknowledging the leadership and services of the outgoing TC-32 Chairperson, Mr. Meleti also presented a Fijian Tanoa as a gesture of friendship.
- A total of 17 agenda were discussed in the meeting and resolutions were made as well.

BUILDING BRIDGES

Director Gereral (DG), CIRDAP [left] presenting a Token of Appreciation to Hon'ble Minister Ministry of Agriculture, Government of Sri Lanka in September 2018.

CIRDAP signs MOU with APO to support agriculture and rural development projects. The MOU has been officially signed by DG CIRDAP Mr. Tevita and APO Secretary-General Dr. Santhi in October 2018.

CIRDAP partners with BALID to Strengthen Rural Libraries in November 2018. DG CIRDAP and Dr. Mirza Md.Rezaul Islam, Chairman of BALID exchanging the MoU on behalf of their respective organizations.

Meeting with the Secretary, Ministry of Agriculture, Government of Sri Lanka in September 2018.

Meeting with the Chief Financial Officer, Ministry of Agriculture Government of Sri Lanka in September 2018.

Meeting with the Director and the Additional Director, HARTI, Sri Lanka in September 2018.

Discussion with the Managing Director (left), Udaya Industries, Weligala, Sri Lanka in September 2018.

DG CIRDAP with the delegates of the Global Land Forum held in Indonesia in September 2018.

RESEARCH AND PILOT PROJECTS

Activities of Research and Pilot Project Division during the year of 2018 were directed in response to the changing needs towards strategic planning, designing and knowledge generation with special focus on specific areas selected by CIRDAP aligning with SDGs, so as to improve the standard of living of poor people through covering savings into productive investment and linkages development. To meet the demand and the felt-needs of the community, research and pilot projects have been designed by undertaking innovative experimental projects, and replicating them over wider regions. With long experience and good track record, the division can be expected to response all those areas subject to availability of much needed funding support, and adequate logistic support from CIRDAP management.

A brief review of the activities undertaken during the period of 2018is described below:

Rural Development Symposium 2018 in Fiji

CIRDAP in collaboration with Ministry of Rural & Maritime Development and National Disaster Management, Government of the Republic of Fiji has organised the Rural Development Symposium 2018 in Nadi, Fiji from 16-17 April 2018.

Thematic Areas

The symposium was comprised of 5 sessions focused on the following thematic areas:

- Transforming the Rural Economy,
- Connectivity in ICT,
- Financial Inclusion and Economic Empowerment,
- Governance in Rural Development, and
- Rural Development and Emerging Issues.

Highlights of the Symposium

(i) The symposium was opened by the Ambassador of the People's Republic of China to Fiji, Qian Bo.

(ii) Over 100 participants and experts from key government agencies and stakeholders attended the meeting to take part in the symposium to provide their valuable inputs in terms of rural development policies.

(iii) Representatives from other thi… Indonesia, Iran, Malaysia, M… participated in the meeting…

(iv) Permanent Secretary for the… Government of the Republic… to brainstorm, get ideas and…

(v) The symposium was con… Commissioner of India to F…

Rural Development Dialog…

CIRDAP has celebrated its 39th … two-day programme was held i… with the presence of distinguish… …ent organizations, universities, government and non-government organizations, NGOs, media and press personnel were present in the inaugural ceremony. In the inauguration, the keynote paper "Rural Economic and Social Transition in Bangladesh" was presented by Dr. Salehuddin Ahmed, CIRDAP IRD Expert and former Governor of Bangladesh Bank, wherein he briefly presented why agriculture and rural development should consist of increasing productivity and diversification and how private entrepreneurs perform major roles in

value addition and why the policies should be climate change adaptive.

There were four technical sessions on four thematic topics that took place after the inaugural session. The technical sessions includes keynote presentations, panelists' discussions and question-answer episodes. Brief details are as follows:

Session and Theme	Keynote Title	Keynote Speaker	Moderator
Session 1: Theme – Rising Bangladesh	The Bangladesh Development Narrative An Impressive Track Record, A Promising Future Journey	Professor Dr. Mustafizur Rahman, Distinguished Fellow of CPD and Former Professor of University of Dhaka	Professor Dr. Salehuddin Ahmed, IRD Expert of CIRDAP and the Former Governor of Bangladesh Bank
Session 2: Theme – Digital Bangladesh: ICT in Rural Development	ICT in Rural Development in Bangladesh	Mr. Mustafizur Rahman, Project Director, A2I Programme of Prime Minister's Office, Bangladesh	Dr. Md. Abdur Rouf, Additional Secretary, Ministry of Agriculture, Govt. of Bangladesh
Session 3: Theme – Food Waste to Wealth	Food Waste to Wealth: Current Practices, Challenges and Opportunities	Dr. Md. Saleh Ahmed, Post-Harvest & Food Waste Management Expert	Dr. M. A. Matin, Director General, Rural Development Academy (RDA), Bogura, Bangladesh
Session 4: Theme - Sustainable/Smart Rural Village Model	Sustainable/Smart Village Model	Mr. Ramasamy Elango, Managing, Trustee, Kuthambakkam Village, Tamil Nadu, India	Dr. M. Mizanur Rahman, Director General (Additional Secretary), Bangladesh Academy for Rural Development (BARD), Cumilla

Field Research on Role of Social Capital in Climate Change Adaptation in Coastal Fiji

Community Mapping Exercise and Focus Group Discussion were conducted in Tailevu and Rewa province of Fiji jointly organised by CIRDAP and Ministry of Rural and Maritime Development and National Disaster Management, Government of Fiji as a part of cross-country research project titled "Role of Social Capital in Community based Climate Change Adaption in the Asia-Pacific".

Objectives of the Study

CIRDAP has developed and now implementing the e-library project, which will connect CIRDAP Member Countries (CMCs) through sharing resources, knowledge and information on integrated rural development and poverty alleviation programmes. This will be an online archive for collecting, preserving, and disseminating digital copies of documents and publications for CMCs. It is expected that the project will help impacting on the lives of rural people through connecting them with digital information and knowledge resources via CIRDAP e-Library.

Prime Objective:

The prime objective of the study is to provide an overview about the role of social capital in community based climate change adaptation in coastal areas of the Asia-Pacific Countries.

Specific Objectives:

The study has two specific objectives which are:

(i) to examine any possible link between social capital and climate change adaptation at the community level; and

(ii) to identify how social capital can be utilised in adaptation to climate change at the coastal areas.

Highlights of the Study

- Since Fiji is one of the countries selected for the study, two different village communities of two different province of Fiji were selected, and community mapping exercise, focus group discussion and small scale survey were conducted to measure the social capital by exploring different elements of social capital including structural element, cognitive element etc.
- The research tools were used to collect data in order to analyze the combinations of causal conditions, link between social capital and climate change adaptation initiatives by the coastal communities.
- A research team comprised of Mr. Tomasi V. Raiyawa, Principal Executive Officer and Mr. MH Kawsar Rudro, Communication Officer of CIRDAP in collaboration with a team of staff from the Ministry of Rural and Maritime Development and Natural Disaster Management of the Government of Fiji conducted the activities.

FGD on Disability Inclusion in Rural Development in Fiji

A Focus Group Discussion programme on the status of inclusion of peoples with disability in Rural Development took place at the Fiji National Council for Disabled Persons (FNCDP) in Brown Street, Suva, Fiji on 25th April 2018. The discussion programme was organized in collaboration with FNCDP as part of an international research study titled "Disability Inclusion in Rural Development in CIRDAP Member Countries".

Objectives of the Study

The key objectives of the study are:

(i) to identify the social economic status of the disabled person in CIRDAP membership countries in order to set the foundation for future intervention related to inclusion of differently abled person in integrated rural development;

(ii) to identify the challenges and barriers that limits participation and inclusion of person with disabilities in rural development;

(iii) to draw the policy landscape on inclusion of differently abled person in rural development in the CIRDAP membership countries by analyzing the policy intervention; and

(iv) to identify policy gaps and promote best practices in the field of disability inclusion in rural development initiatives.

Participants of the FGD

The Focus Group Discussion was attended by different stakeholders including policy makers, NGO workers, private sector representative, and persons with disabilities.

Summary of the FDG

- In the discussion, the Executive Director of Fiji National Council for Disabled Persons, Dr. Sitiveni Yanuyanutawa briefed about the policy landscape of Fiji in relation to inclusion of people with disability, and the role played by FNCDP that was established as the central authority and the national co-coordinating body for disability development in Fiji.
- Mr. Joshco Wakaniyasi, the president of Fiji Disabled People's Federation shared the challenges in policy implementation and public private initiatives to address those challenges.
- Earlier, the meeting started with a welcome brief by Mr. Tomasi V. Raiyawa, Principal Executive Officer of CIRDAP. Mr. MH Kawsar Rudro, Communication Officer, CIRDAP moderated the Discussion programme.
- In the discussion, the participants pointed out how persons with disabilities are living in the rural areas around the country struggling in generating income and facing with more challenges, and those in urban areas.
- The discussant shed light on day-to-day challenges faced by the people with disability, highlighting the need of proper framework for addressing disability in Fiji in order to:

  (i) develop a more 'inclusive' society;

  (ii) create greater awareness of the needs of people with disabilities; and

  (iii) identify priority areas for action to dismantle barriers hindering the full participation of people with disabilities in the social and economic life of the Fiji Islands.

Major Research and Pilot Projects Activities aligning with CIRDAP Goals

	Title/Pattern	Outcome	Location	Collaboration partner
RESEARCH	1. Food Waste to Wealth	Draft of report is in progress	All CMCs	N/A
	2. Policies and Practices for Marginalized Rural	5 countries have been completed	All CMCs	N/A
	3. Status of GIM in CMCs	3 chapters have been completed and others	All CMCs	N/A
	4. RDR-2017 "Impacts of Climate Change on Rural Livelihoods in CIRDAP Member Countries"	Published successfully	All CMCs	N/A
	5. Disability Inclusion In Rural Development In CMCs	Preliminary level	All CMCs	Fiji National Council for Disabled Persons (FNCDP) and one/two other NGOs
	6. Role of Social Capital in Community Based Climate Change Adaptation	- Field work has been completed - Data analysis will be started soon	Bangladesh and Fiji	Fiji National Council for Disabled Persons (FNCDP) and one/two other NGOs
	7. The following research tittles have been identified: (i) Status of most marginalized rural people in CMCs; (ii) CMCs cross country survey report on "Food Waste to Wealth"; (iii) Rural urban linkage in CMCs from rural development perspectives: Current trends, challenges and way forward; (iv) Research on sustainable productivity in agriculture; (v) Research on potential future resources in CMCs (specific topic to be determined); (vi) Research on potential future food resources in CMCs; (vii) Introduction and demonstration of high quality pre-basic seed potato production systems in Bangladesh; (viii) Small scale food processing machines for small holder farmers in rural area; (ix) Pilot project on smart village; and (x) Flood risk mapping and identification of vulnerable zone assessment damages using remote sensing and GIS techniques.			
	8. Research guideline has been prepared			
	9. Submitted one proposal for KGF seed potato and prepared new one for Millinda Gates on pest and disease surveillance using GIS technology.			
	10. Newly established linkages are: • KGF • BARI • BAPARD, • UNIDO • BARC - Linked with BARC, KGF and BARI is for funding for pilot project on seed potato production. - UNIDO are having discussion to develop a project on small machineries for off farming activities.			

10. Others:

(i) Several visits to Ministry of Agriculture (MOA), Bangladesh;

(ii) Meeting with Secretary MOA, Chief Financial Officer MOA, and Deputy Director (Projects) in Sri Lanka attended by Mr. George Chandra Babu, Programme Officer (PO), Research;

(iii) Meeting with Additional Secretary (Technology) MOA in Sri Lanka attended by Mr. Babu, PO-Research;

(iv) Field Visit to Kandy and Matale Districts of Sri Lanka to observe and collect information on non-farm small scale food processing operations attended by Mr. Babu;

(v) Visit to BARI for a discussion on collaborative project on Seed Potato Production and exploring possibilities on post-harvest food security, farm machinery and others Mr. Zakaria (Programme Coordinator) and Mr. Babu went for the visit;

(vi) "A workshop on Participatory Guarantee System of Organic Farming Process: Implementation procedure and sharing experience" organized by the Bangladesh Agricultural Research Institute (BARI) and attended by Najiba Rashid (EA);

(vii) Questionnaire for open discussion and interview session on selected Model villages programme of BARD - (BASELINE STUDY);

(viii) Cost-Benefit Analysis of Multi-commodity Solar Tunnel Dryer installed in Daffodil International University has been done;

(ix) Completed OM and handed over to the Management of CIRDAP. SOP yet to be decided; and

(x) Submitted respective adopted CMCs information on specific topics like agriculture and policy.

	Title/Pattern	Outcome	Location	Collaboration partner
PILOT PROJECTS	1. Char Livelihood	Literature review has been completed need to visit the area and start second phase	Char area near RDA	RDA
	2. Aarong Model	Consultation with Fiji Govt. is ongoing	Fiji	Aarong and Fiji
	3. Capacity Development: Up valuing Agro-Food Enterprise of selected Bank assisted Women Group (Drying Technology)	- DIU dryer technology has been completed successfully - Submitted concept note to BARD and waiting for fund	DIU campus area	DIU AND PhilMech
	4.Small Scale Food Processing Machines for small holder farmers in rural area	Project already started in October 2018	All SAARC countries except Afghanistan	SAC
	5.Seed Potato	Prepared a proposal to KGF for funding and will be started in 2019	BARI	N/A
	6. Demonstration of Potato in CIRDAP campus area and mushroom in BARD	- Seed plantation has been completed - Waiting for final period	CIRDAP and BARD	N/A
	7. Project proposal submitted for funding based on GIS			
	8. IRD Policies is being identified			

Supportive Programme Photographs:

Demonstration of the "Multi Commodity Solar Tunnel Dryer" food processing technology at the Daffodil International University Savar, Bangladesh during 19 February to 02 March 2018.

Director General of CIRDAP inaugurating the Project on "Demonstration of Potato Cultivation" at CIRDAP Campus, Dhaka, Bangladesh on 15 November 2018.

Director General of RDA briefing on its Char Project to the CIRDAP delegation during their visit to RDA from 27-28 September 2018.

Witnessing the production of dry Jackfruit at Ecofeel, Matale by the delegates during DG's Mission Visit to Sri Lanka from 03-07 September 2018.

Programme Officer (Research) of CIRDAP showing the process of Potato Cultivation during his visit to BARD, Cumilla on 10 December 2018.

Meeting on the Project of "Livelihood Enhancement of the Small Farmers in SAARC Region" from 26-28 November 2018 in Thimphu, Bhutan. CIRDAP is working as one of the implementing agencies of the project.

Visiting the various projects of BARI by the Research & Pilot Projects Team of CIRDAP to find out collaborative projects on 24 September 2018.

During field visit to "Community based Bio Gas Plant" of RDA from 27-28 September 2018.

TRAININGS

The Training Division has been organizing training programmes for capacity building and human resource development, and promoting integrated rural development in CIRDAP Member Countries (CMCs) and development partners' area, as mandated to alleviate poverty through people's participation in the development process and programmes since its inception in 1979. The themes/issues covered during the year of 2018 were as follows: Geographic Information System (GIS), ICT for Development, Waste to Wealth, Decentralized Governance and Delivery Services, One Tambon and One Product, Youth Development and Youth Specific SDGs, Social Audit, Horizontal Learning Process, Project Management and Evaluation, Nutrition Management of Dairy Cattle, Potato Variety Development, Financial Inclusion, Organic Agriculture, Human Resource Development etc. During the year 2018, there were 23 training programmes held with the financial support from the CIRDAP Member Countries (CMCs), wherein more than 313 participants from CMCs attended. Out of 313 participants, 194 persons are male and 119 are female participants.

The following training programmes were held during the year 2018:

Table–A: 2018 Training Programmes at a Glance

Sl. No.	Programme	Date & Venue	Country Coverage	Number of Participants		
				Male	Female	Total
1.	CIRDAP-RGNIYD Collaborative Exposure cum Training Programme on Youth Development	02-06 January 2018, RGNIYD, India	BD	11	09	20
2.	CIRDAP – NIRD&PR Collaborative International Training Programme on 'Social Audit in Rural Development Programmes'	15-24 January 2018, Nay Pyi Taw, Myanmar	BD, FJ, IR, NP, PK, SL, MN	14	07	21
3.	CIRDAP-APO-HARTI Collaborative Forum on Strengthening Food Safety Standards	05-08 March 2018, Colombo, Sri Lanka	BD, Cambodia, China, FJ, IN , Indo, IR, MY, Mongolia, NP, PK, PH, SL, Taiwan, TH, VT	20	19	39
4.	CIRDAP-NIRD&PR Collaborative International Training Programme on 'Waste to Wealth - Value Recovery from Agro Processing'	09-18 March 2018, NIRDPR, India	BD, FJ, IN, Indo, IR, MN, NP, PH, SL , TH	11	07	18
5.	CIRDAP-NIRD&PR Collaborative International Training Programme on 'Decentralized	12-21 March 2018, NIRDPR, India	Afg, BD, FJ, IR, Lao, NP, PK, SL, TH, VT	14	03	17

	Governance and Delivery of Services - Way to Good Governance'					
6.	Self-funded/ Institutional paid International Training cum Exposure Visit to NIRD&PR for RDA	14-19 May 2018, NIRDPR, India	BD	06	00	06
7.	CIRDAP–National FAO Committee (Thailand) International Training Programme on One Tambon and One Product (OTOP)	23-26 July 2018, Bangkok, Thailand	BD, IN, IR, MY, MN, NP, PK, SL	04	04	08
8.	International Conference on Achieving Youth - Specific SDGs: Key Challenges and Policy Responses	24-27 July 2018, RGNIYD, India	Lao, SL	01	01	02
9.	CIRDAP Staff Capacity Building Programme on Information Technology (IT)	25 July - 05 September 2018, CIRDAP HQ	CIRDAP Staffs			
10.	Study Visit by Kerala Institute of Local Administration (KILA) Faculty Members on Horizontal Learning Programme (HLP) in Bangladesh	14-18 August 2018, Tangail, Bangladesh	CIRDAP Staffs	00	02	02
11.	One Year Post Graduate Diploma Programme in Rural Development Management (PGDRDM)	August 2018 -July 2019, NIRDPR, India	AfG, BD, FJ, IR, MN	04	01	05
12.	Indian Technical and Economic Cooperation (ITEC) Fellowships to CIRDAP Member Countries	August 2 018 - March 2018, India	Indo	01	01	02

13.	In-country Training of Trainers (ToT) Programme on Horizontal Learning Process (HLP) in Nepal	28-30 August 2018, LDTA, Nepal	Lao, NP	18	12	30
14.	In-country Training Programme on Project Management (Planning) and Evaluation for Rural Development in Sri Lanka	3-7 September 2018, HARTI, Sri Lanka	SL	12	12	24
15.	In-country Training Programme on Breeding and Nutrition Management of Dairy Cattle in Sri Lanka	10-14 September 2018, Kandy, Sri Lanka	SL	16+	22+	38
16.	Internship Programme for NIRDPR Students on Research Purpose	10 September -16 October 2018, CIRDAP HQ	IN	02	01	03
17.	Exposure visit for NIRDPR & SIRDs Officials to Bangladesh	23-28 September 2018, Bangladesh	IN	04	02	06
18.	CIRDAP–SAC Collaborative Regional Workshop on ICT for Development of Rural Agriculture in South Asia: Policy Concerns	29-31 October 2018, RDA, Bangladesh	Afg, BD, Bhutan, Lao, NP, PK, SL	06	01	07
19.	International Meeting on 'Potato Late Blight Resistant 3R - Gene GMO Potato Variety Development'	7 November 2018, Dhaka, Bangladesh	CIRDAP Staffs	02	00	02
20.	In-country Training Programme on Financial Inclusion and Economic Empowerment for Poverty Alleviation in Pakistan	12-16 November 2018, AHK NCRD, Pakistan	PK	19	07	26
21.	Certificate Course on Geographic Information System (GIS) — paid programme	30 November -22 December 2018, CIRDAP HQ	BD	11	02	13

22.	CIRDAP–APO Workshop on Organic Agriculture 3.0	3-7 December 2018, Chennai, India	Cambodia, FJ, IN, Indo, IR, MY, Mongolia, NP, PH, China, SL, TH, VT	16	06	22
23.	Seminar on SAT LAB GEO SOLUTION New Product Launching Day 2018	13 December 2018, Dhaka, Bangladesh	CIRDAP Staffs	02	00	02
		Total		**194+**	**119+**	**313+**

Note: *Abbreviations mentioned in the table are Afg – Afghanistan, BD – Bangladesh, FJ – Fiji, IN – India, Indo – Indonesia, IR – Iran, Lao - LaoPDR, MY – Malaysia, MN – Myanmar, PK – Pakistan, PH – Philippines, SL - Sri Lanka, TH – Thailand, and VT – Vietnam.*

Table-B: Country-wise Participants Details

Sl. No.	Programme	Afg	BD	FJ	IN	Indo	IR	Lao	MY	MN	NP	PK	PH	SL	TH	VT	Other
1.	CIRDAP-RGNIYD Collaborative Exposure cum Training Programme on Youth Development	0	M:11 F: 9	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2.	CIRDAP– NIRDPR Collaborative International Training Programme on 'Social Audit in Rural Development Programmes'	0	M: 3	M: 1	0	0	M: 3 F: 2	0	0	M: 4 F: 3	M: 1 F: 1	M: 1	0	M: 1 F: 1	0	0	0
3.	CIRDAP-APO-HARTI collaborative forum on Strengthening Food Safety Standards	0	M: 2	F: 1	M: 2	F: 1	M: 2	0	M: 1 F: 1	0	M: 1	M: 2	F: 1	M: 5 F: 9	F: 3	M: 1 F: 1	M: 4 F: 3
4.	CIRDAP-NIRDPR collaborative International Training programme on 'Waste to Wealth- Value Recovery from Agro Processing'	0	M: 3	M: 2	F: 2	M: 1	M: 1 F: 1	0	0	M: 1 F: 1	M: 1	0	F: 2	M: 2	F: 1	0	0
5.	CIRDAP-NIRDPR Collaborative International Training Programme on 'Decentralized Governance and Delivery of Services- Way to Good Governance'	M: 2	M: 2	M: 1	0	0	M: 2	F: 2	0	0	M: 1	M: 2	0	M: 2	F: 1	M: 2	0
6.	International Training cum Exposure Visit for RDA Officials to	0	M:	0	0	0	0	0	0	0	0	0	0	0	0	0	0

7.	CIRDAP – National FAO Committee (Thailand) International Training Programme one Tambon and one Product (OTOP)	0	M: 1	0	F: 1	0	F: 1	0	F: 1	F: 1	M: 1	M: 1	0	M: 1	0	0	0
8.	International Conference on Achieving Youth-Specific SDGs: Key Challenges and Policy Responses	0	0	0	0	0	0	F: 1	0	0	0	0	0	M:1	0	0	0
9.	CIRDAP Staff Capacity Building Programme on Information Technology (IT)	*CIRDAP Staffs (RE. TABLE A)*															
10.	Study visit by Kerala Institute of Local Administration (KILA) Faculty Members on Horizontal Learning Programme (HLP) in Bangladesh	*CIRDAP Staffs (RE. TABLE A)*															
11.	One Year Post Graduate Diploma Programme in Rural Development Management (PGDRDM)	M: 1	M: 1	M: 1	0	0	F: 1	0	0	M: 1	0	0	0	0	0	0	0
12.	Indian Technical and Economic Cooperation (ITEC) Fellowships to CIRDAP Member Countries	0	0	0	0	M: 1 F: 1	0	0	0	0	0	0	0	0	0	0	0
13.	In-country Training of Trainers (ToT) Programme on Horizontal Learning Process (HLP) in Nepal	0	0	0	0	0	0	F: 1	0	0	M:18 F: 12	0	0	0	0	0	0
14.	In-country Training Programme on Project Management (Planning) and Evaluation for Rural Development in Sri Lanka	0	0	0	0	0	0	0	0	0	0	0	0	M:12 F: 12	0	0	0
15.	In-country Training Programme on Breeding and Nutrition Management of Dairy Cattle in Sri Lanka	0	0	0	0	0	0	0	0	0	0	0	0	M:16 F: 22	0	0	0
16.	Internship Programme for NIRDPR Students on Research Purpose	0	0	0	M: 2 F: 1	0	0	0	0	0	0	0	0	0	0	0	0
17.	Exposure visit for NIRDPR & SIRDs officials to Bangladesh	0	0	0	M: 4 F: 2	0	0	0	0	0	0	0	0	0	0	0	0

18.	CIRDAP – SAC Collaborative Regional Workshop on ICT for Development of Rural Agriculture in South Asia: Policy Concerns	M: 1	M: 1	0	0	0	0	M: 1	0	0	M: 1	F: 1	0	M: 1	0	0	M: 1
19.	International Meeting on "Potato Late Blight Resistant 3R-Gene GMO Potato Variety Development	*CIRDAP Staffs (RE.: TABLE A)*															
20.	In-country Training Programme on Financial Inclusion and Economic Empowerment for Poverty Alleviation in Pakistan	0	0	0	0	0	0	0	0	0	0	M:19 F: 7	0	0	0	0	0
21.	Certificate Course on Geographic Information System (GIS)—paid programme	0	M:11 F: 2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
22.	CIRDAP – APO Workshop on Organic Agriculture 3.0	0	0	M: 1 F: 1	M: 6	M: 1	M: 1 F: 1	0	F: 1	0	M: 1	0	M: 1	M: 1	M: 1 F: 1	M: 1 F: 1	M: 2 F: 1
23.	Seminar on SAT LAB GEO SOLUTION New Product Launching Day 2018	*CIRDAP Staffs (RE.: TABLE A)*															
Total		**M: 4 F: 0 T: 4**	**M: 45+ F: 11 T: 56+**	**M: 6 F: 2 T: 8**	**M:14 F: 6 T: 20**	**M: 3 F: 2 T: 5**	**M: 9 F: 6 T: 15**	**M:1 F:4 T:5**	**M:1 F:3 T:4**	**M:6 F: 5 T:11**	**M:25 F: 13 T: 38**	**M:25 F: 8 T: 33**	**M:1 F:3 T:4**	**M:42 F: 44 T: 86**	**M:1 F:6 T:7**	**M:4 F:2 T:6**	**M: 7 F: 4 T: 11**

Note: *M stands for male, F for female and T for total.*

Table-C: Country-wise Participants in Brief

	Afg	BD	FJ	IN	Indo	IR	Lao	MY	MN	NP	PK	PH	SL	TH	VT	Other
Male	4	45+	6	14	3	9	1	1	6	25	25	1	42	1	4	7
Female	0	11	2	6	2	6	4	3	5	13	8	3	44	6	2	4
Total	4	56+	8	20	5	15	5	4	11	38	33	4	86	7	6	11

Figure 1: Programme-wise Participants

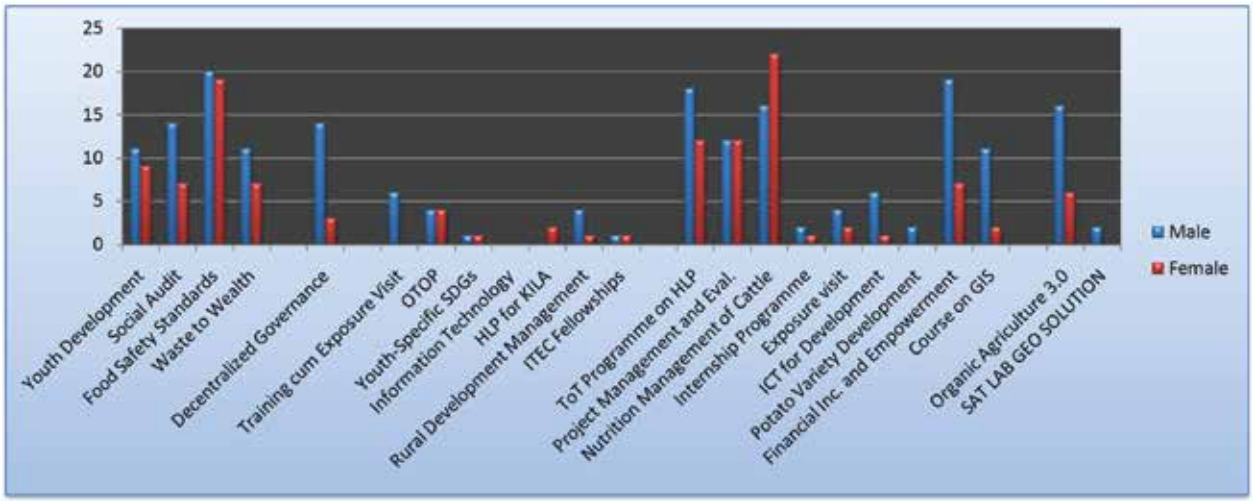


Figure 2: Gender Wise Participants Ratio

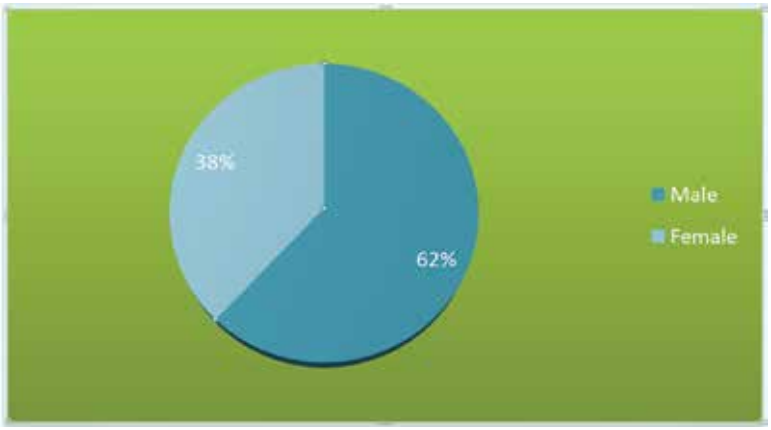
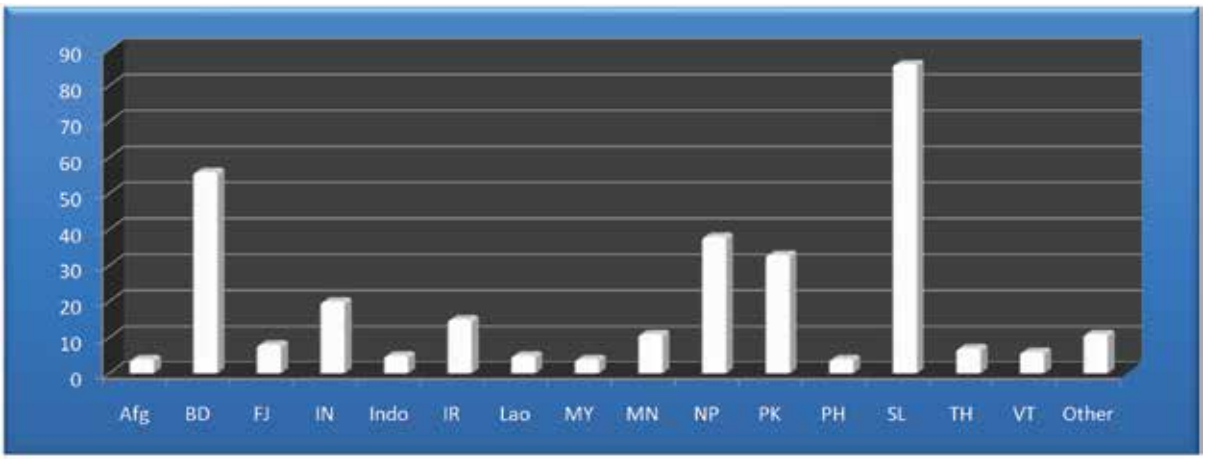


Figure 3: Country-wise Programme Participation



Supportive Programme Photographs:

A group of participants of the Training on "Project Management and Monitoring and Evaluation" consulting with the expert on their group findings held at HARTI, Sri Lanka from 03-07 September 2018.

Bangladeshi Student Delegation Exposure Visit-cum-Training Programme at RGNIYD, Chennai, India from 02-06 January 2018.

Discussion during field visit of the Regional Expert Consultation Meeting on "ICT for Development of Rural Agriculture in South Asia – Policy Concerns" from 29-31 October 2018 at RDA, Bogura, Bangladesh.

Discussion during field visit under the Training on"Economics, Breeding and Nutrition Management of Dairy Cattle" in Sri Lanka from 10-14 September 2018.

(Replace – Dec) Participants during a field visit of the International Workshop on "Organic Agriculture 3.0" in Tamil Nadu, Chennai, India from 03-07 December 2018.

Group photograph of participants during a field visit under the training on "Horizontal Learning Programme (HLP) Orientation" in Nepal from 28-30 August 2018.

Exposure cum Study Visit to RDA, Bogura for NIRD&PR Students from India organized by CIRDAP from 7-10 October 2018.

(Replace) Discussion with rural women by NIRD&PR Officials during their Exposure Visit to Bangladesh in September 2018.

Participants of the "International Training on Waste to Wealth - Value Recovery from Agro-processing" interacting with a person during a field visit, held from 19-28 March 2018 at Hyderabad, India.

Field Visit of the International Training Programme on "Social Audit for Rural Development Programmes" at Nay Pyi Taw, Myanmar from 15-24 January 2018.

Participants of the "International Forum on Strengthening Food Safety Standards" held from 05-08 March 2018 during a field visit in Sri Lanka.

International Training Programme on Decentralized Governance and Delivery of Services - Way to Good Governance in India during 19-28 March 2018 at NIRD&PR, Hyderabad, India.

Exposure Visit of PDGRD Students and Faculty Member of RDA to RGNIYD, Chennai, India during 13-16 March 2018. CIRDAP has facilitated the programme.

Internship Programme for NIRD&PR Students at CIRDAP from 16 September to 15 October 2018.

Certificate Training Programme on "Geospatial Technologies and its Applications" was organised by CIRDAP in November 2018 at CCGARD (GIS Centre of CIRDAP), Dhaka.

Certificate Award Ceremony for the participants of Bangladeshi Student Delegation Exposure Visit-cum-Training Programme in India at CICC, CIRDAP Secretariat, Dhaka on 27 February 2018.

INFORMATION AND COMMUNICATION

The Information and Communication Division (ICD) strengthened its role during the year of 2018 as the focal point of knowledge generation and information dissemination for CIRDAP. Last year, the division brought out various publications, maintained and ensured public relations, redesigned and developed CIRDAP website with more features including data, videos and best practices of CMCs, maintained various information requirements, provided IT and library services, and supported in organizing seminars/workshops/trainings and building partnerships with different organisations. The Division has also facilitated several programmes of CIRDAP. The GIS Centre under this Division also conducted some research works and training on GIS Applications.

ICD has implemented the project of digitalizing the 'CIRDAP Aziz-ul Haque Library' and developed and ensured the e-Meeting Platform for TC-33 Meeting as a part of the Digital CIRDAP. Moreover, other knowledge management and communication initiatives have been taken to share knowledge and information to CMCs and development partners. The Division has also concentrated on branding and promoting CIRDAP activities in social media.

Knowledge Generation, Management and Dissemination

During the period, ICD strengthened its efforts to generate knowledge, its management and dissemination. The following publications were brought out by ICD:

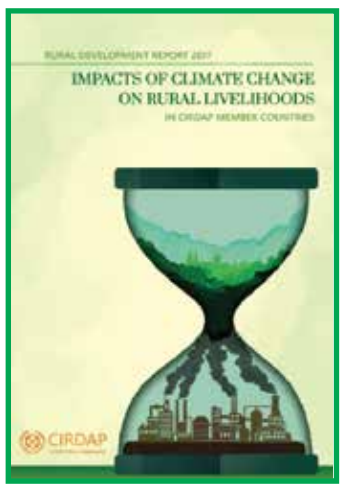
- Rural Development Report 2017 – Impacts of Climate Change on Rural Livelihoods in CIRDAP Member Countries
- Rural Development in CIRDAP Member Countries: Aspiring Stories from Rural Communities

The Division has also finalized the following publications last year, which are to be published in the beginning of 2019:

- CIRDAP Rural Development Dialogue 2018
- Report of the Agribusiness Forum - Strengthening Regional Convergence for Rural Development: Promoting Smart Agribusiness for Inclusive Growth
- CIRDAP Annual Report 2018

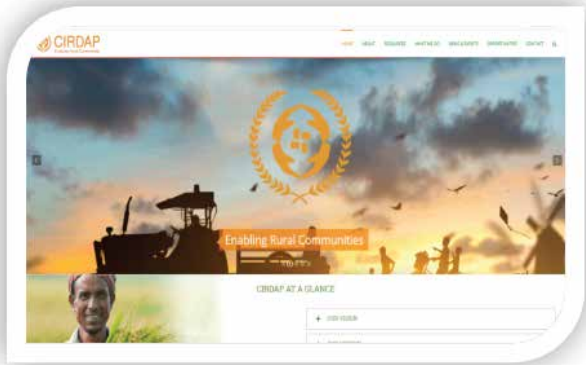
The Division also brought out regular publications and other printing works that included reports/folders/posters for policy body meetings and CMCs, which are as follows:

- CIRDAP Annual Report 2017
- CIRDAP Desk Calendar - 2019
- CIRDAP Diary – 2019
- Four issues of the quarterly "CIRDAP Development Digest (CDD)" – 150, 151, 152 & 153 (e-copy)
- CIRDAP Aziz-ul Haq Library e-Abstracts (CAL Abstracts) – Two issues of 2018
- CIRDAP monthly/bimonthly e-News "News @CIRDAP"
- TC-33 Working Paper
- Report of the 33rd Meeting of the CIRDAP Technical Committee
- Posters and festoons for CIRDAP programmes
- Invitation Cards
- Banners for Programmes
- Branding materials like Cap, T-shirt, Scarf, Crest, notepads, pen etc.



IT Services and Knowledge Dissemination

- **CIRDAP Website:** CIRDAP has developed a new website with smart look and more features last year. In existing CIRDAP website, all recent CIRDAP publications were uploaded. Pictures, news and press releases of latest CIRDAP events as well as announcements were regularly uploaded on the website. The site was visited by many visitors from around the globe as measured by the site monitor. You may visit the site at www.cirdap.org.



- **e-Resources:**

- ***InfoRD.org:*** CIRDAP has developed its Info Rural Development portal with more features in 2018. It is a repository of information on rural development of CMCs in particular, and in Asia-Pacific region in general. Data, videos and best practices of CMCs find place here for sharing and learning from each other. This is a collaborative portal and contribution flows from the member countries. You can visit the portal for latest information about rural development at www.inford.org.
- ***e-Learning Portal:*** The Division has developed e-Learning Portal in CIRAP Website, where e-Learning materials on integrated rural development is being uploaded.

- ***e-Meeting Platform***
- ***e-Library***

- **ICT Support and Services:** Information and Communication Technology (ICT) wing of ICD efficiently and sincerely render its services to the centre and its member countries. Regular trouble-shooting work and supply of computer peripherals were maintained without any hindrance through the year. About 50 e-mail accounts of CIRDAP professional are being maintained. An anti-virus server is also being maintained to protect computers from viruses. Network switches and routers are being maintained to provide broadband internet connection to CIRDAP staff. CIRDAP operates its online set-up in collaboration with Google and QUBEE. Video conferencing facilities are provided to different CMCs or CLIs via Skype, as and when required.

Library Services

CIRDAP Aziz-ul Haq Library (CAL) is a special and resourceful library established in 1980. The library was named after Aziz-ul Haq; founder Director of CIRDAP. It is holding various books on different issues, particularly on development issues. It receives journals through exchange and complementary basis. Library is accessing open e-Journals on rural development and poverty related issues. The main objective of CAL is to connect CIRDAP Member Countries (CMCs) through sharing resources, knowledge and information on

integrated rural development and poverty alleviation. During the year of 2018, basic library services were current awareness service, selected dissemination of reference services, bibliography services, photocopy services, reading room services etc. Basic orientations and briefings to distinguished visitors and scholars were provided. CIRDAP has developed the digital e-library in 2018. As a part of the process, old books were discarded and distributed to the universities, educational institutions, academia, development organizations etc. Regular library activities (e.g. accessioning of library books and periodicals, process of library materials, entry and update of database, and shelving of books/periodicals/newspapers etc.) were carried out last year.

CIRDAP e-Library

CIRDAP has developed and now implementing the e-library project, which will connect CIRDAP Member Countries (CMCs) through sharing resources, knowledge and information on integrated rural development and poverty alleviation programmes. This will be an online archive for collecting, preserving, and disseminating digital copies of documents and publications for CMCs. It is expected that the project will help impacting on the lives of rural people through connecting them with digital information and knowledge resources via CIRDAP e-Library.

Objectives of the Project:

- To archive and digitize the resources for Future use;
- To provide access, and prompt and efficient services to the staff and rural development experts, students, researchers of CMCs;
- To accelerate regional and international cooperation and communication among organizations and Institutions engaged with rural development, and poverty alleviation;
- To serve as a clearing house and data bank for Information on Integrated Rural Development and Poverty Alleviation in Bangladesh as well as other CMCs; and
- To ensure easy flow of information in different communities so that even the small farmers, disadvantaged and marginalized people, irrespective of social class and condition, can access information on agriculture, farming, livestock, microcredit, handicrafts, entrepreneurship and so on.

Impact of the project:

(i) The E-library will serve as a clearing house and data bank for Information on rural development and poverty alleviation in the region.

(ii) It will accelerate regional and international cooperation and communication among organizations and Institutions engaged with rural development, and poverty alleviation.

(iii) Being a hub for vast information resources on different issue, the repository will promote knowledge and information generation by assisting development experts, students, researchers, International Non-Governmental Organizations (INGO), Micro Finance Institutions working for advancement of rural development and poverty reductions around the world.

(iv) It will help to set up rural community linkages, structural transformation of human resources development interventions to enhance capacity building of the poor through knowledge sharing.

(v) This will be the platform for sharing of knowledge of rural people in CMC's as well as the international community engaged on Rural Development and Poverty Alleviation.

(vi) Building connection, the CIRDAP E-Library will coordinate access to knowledge generation and dissemination, exchange of ideas and best practices on rural development and poverty alleviation processes among the CIRDAP member countries.

(vii) Digitization will preserve rare publications and documents for future use. Since the storage will be online, it can be accessed by Researchers, Students and Experts from anyplace around the clock.

(viii) Knowledge and Resources can be shared through training programmes to the marginalized and vulnerable groups, other disadvantaged communities who live in rural remote areas.

(ix) Enabling knowledge network for information sharing can contribute to timely information to national and international users which are immediately necessary for approaching challenges for rural development.

MoU signing with BALID

- Recognizing the importance of collaborative endeavors in enhancing the well-being of rural people of Bangladesh and CIRDAP Member Countries (CMCs) through use of Information and communication technology (ICT), it has extended partnership with the Bangladesh Association of Librarians, Information Scientists and Documentalists (BALID) on 25th November 2018 at CIRDAP Headquarter in Dhaka.
- The main objective of this partnership is to undertake collaborative programmes for strengthening of libraries and information management, knowledge dissemination initiatives.
- Under this agreement, the two organizations will jointly undertake activities related to library and information management, and Knowledge dissemination to promote inclusive integrated rural development.

Other Activities

The following services/activities were also carried out during the year of 2018:

- Newspaper Clippings
- News Alerts and Articles Alerts
- e-Abstract Collection and Compilation
- Publication Exchange Programme
- Collection of Aspiring Stories from Rural Communities in CMCs
- e-books Collection
- Collecting free database and free Journals
- Directory for Rural Development Experts from CMCs
- Annotated Bibliography on IRD from Bangladesh
- CAL Internship Programmes
- Celebration of the International Open Access Week on 28 October 2018 at CIRDAP
- Staff Participations in different capacity building programmes and workshops

CCGARD Activities

CIRDAP Centre on Geoinformatics Application in Rural Development (CCGARD), well-known as GIS Centre, has conducted a lot of programmes, exposure visits, courses, and research works. Highlights of the key activities are as follows:

Type	Title	Coverage	Outcome
Pilot Project	Application of GIS for Landslide Hazard Zonation and Risk Mapping in Disaster Prone Area of Chittagong Hill Tracts, Bangladesh	Chittagong Hill Tracts, Bangladesh	– The proposed project will be carried out to assess socio-economic condition of the people living in the landslide prone area, causes of landslide, impacts of landslide on local communities and to propose mitigation strategies of landslide to reduce vulnerability of landslide in the study area.
Research/ Study Report	Status and perspective of GIS/GIM in CIRDAP member Countries: Policies, Practices and Strategies	CIRDAP Member Countries (CMCs)	– This study will pave way to develop a framework for identify legal/policy challenges and gap analysis among CMCs. Each country can use this gap analysis to priorities their management of fundamental geospatial data. The research also will help to assess the software, training and support required for GIS. – This study will include historical development, present situation, challenges, Policies and best Practices of GIS in Integrated Rural Development in CMCs countries.
	Report on how can GIS be implemented on each Sustainable Development Goal?	CMCs	– CGARD unit prepared a report on "How can GIS be implemented on Each Sustainable Development Goals". The report shows that Geospatial Technology helps to monitor any spatial data that is needed for development activities. These data; climate change, natural resource, biodiversity, education, welfare, food security, lifestyle or patterns are some among others. – The GIS data collected using satellite is used to monitor or analyze the ground situation to give a quick and proper solution. For example, using geospatial technology, the effect of climate change can be monitored and give timely alert to improve natural resource management and thereby preventing a threat to biodiversity Similarly, satellite mapping and data analysis provide real-time information on resources allocation and consumption. Also, it can be used to increase the crop production and reduce hunger, Drone can be sent to a farm in order to monitor crop growth, irrigation problems, soil variation, and insect infestation and fungal infection.

	Status of National Spatial Data Infrastructure in CMCs	CMCs	– CCGARD conducted a desk research and found the status of National Spatial Data Infrastructure (NSDI) of CMCs. India, Bangladesh, Malaysia, Indonesia and Thailand have recognized the importance of the development of Geospatial Infrastructure, and built a framework of NSDI. The rest CMCs are also formulating to develop an own NSDI. NSDI of a country is important system for the integration of spatial information for developing countries to organize the data for access and use of geospatial entities. NSDI ensures that spatial information is accurate and available to local, state, and national governments as well as to the private sector.
Training	Certificate Training Programme on Geospatial Technologies and its Application	Bangladesh	– It is a one-month course consisting of 16 classes on every weekend (Friday and Saturday). The programme was attended by 13 participants, who were selected based on an online pre-assessment.
Others	(i) Meeting with RDA officials and CIRDAP team on programme plan;; (ii) Visited and observed the following projects in the RDA campus area: - RDA dairy production unit; - Food processing unit; - Palli water bottling project; - Yogurt by incubation method (also called as digital yogurt); - pickle manufacturing unit; and - biscuits and sweet making unit. (iii) Visit to Community-based Multi-Storied Rural Housing (Palli Janapad) Project, Bogura; (iv) Visit to Water Saving Project, Juanpur, Bogura; (v) Visit to Women Entrepreneurship Model: Developing Livelihood by Poultry Farming (Desi chicken. poultry project), Ranabirbala, Bogura; (vi) Visit to Maria Seed Technology Model to study the indigenous technology on seed production, Bogura; (vii) Visit to Community Bio-Gas Model Plant Model, Bamunia, Bogura; (viii) Visit to Integrated Water Management Model, Bogura; (ix) Visit to historical site Mahasthangarh, Bogura; (x) Visit to historical site Behula Lakshindarer Basar Ghar, Bogura; (xi) Planning for future activities; (xii) Planning for Training of Trainers on GIS Applications; and (xiii)Seven areas of priority environmental concerns have been identified.		

ADMINISTRATION AND FINANCE

The main activities of the Administration and Finance Division are to provide administrative support services to the CIRDAP in achieving the Center's objectives in an effective, efficient and economic manner. The services include arranging meetings of the CIRDAP Policy Bodies like Technical Committee (TC) and implementation of the decisions of the aforementioned meetings related to the administration and financial matters. The Division also responsible to arrange recruitment/separation of staff, extension of tenure/increment of the staff members, procurement and maintenance of office premises/properties/campus and residential accommodation for professional staff members, protocol duties, management of CIRDAP auditorium/cafeteria, liaison with Ministries of Foreign Affairs, Ministry of Finance, LGRD & Cooperatives, Housing & Public Works and other concerned departments for ensuring all diplomatic facilities and regular maintenance and renovation work of CIRDAP Complex etc. The Division recommends and administers financial policies/procedure and arranges interim and final audit work of the Centre. It prepares annual and biannual Programme Works and Budget (PWB), maintains and records expenditures of different projects and reports in local and foreign currency.

ADMINISTRATION

During the year of 2018, administrative, logistic, protocol and financial services were provided for the following programmes/activities:

- Thirty-third Regular Meeting of CIRDAP Technical Committee (TC-33)
- Personnel Advisory Committee (PAC)
- Protocol Support
- Support to the Procurement and Maintenance Committee (PMC)
- Renovation/Maintenance Work
- Transportation Services
- Assets and Space management
- Weekly Game for Staff during Winter Session
- Administrative Support for the 39th Foundation Day Programme
- Support Services to the Programme Divisions
- CIRDAP Auditorium and CICC
- Safety Security Management
- e-Library works
- Organizational Structure Realignment
- Appointment of Staff Members
- Separation of Staff Members

Appointment of Staff Members

Administration followed all rules and procedure in appointing staff members to ensure transparency and fairness. The following staff members were recruited during the year of 2018:

Category	Name	Designation	Date of Joining
Professional	Mr. Arulappu George Chandra Babu	Programme Officer (Research)	22.01.2018
Short Term	Mr. Md. Zakaria	Programme Coordinator	05.02.2018
	Mr. F.A.M. Zakirul Huq	Administrative Officer	01.03.2018
	Ms. Bindia Nag	Executive Officer (Operations)	14.03.2018
	Mr. Md. Al-Amin	Executive Assistant (CICC & Auditorium)	14.03.2018
	Mr. Badhan Saha Setu	ICT Assistant	03.05.2018
	Mr. Md. Rezwanul Haque	Library Assistant	13.05.2018
	Mr. Md. Mahmudul Hasan	Executive Assistant (Research)	27.05.2018
	Ms. Najiba Rashid	Executive Assistan t (PPD)	21.06.2018
	Ms. Mahjabin Monika	Executive Assistant (Training)	01.07.2018
	Ms. Sadia Afroz	Executive Assistant (HR)	01.07.2018
	Mr. AL-Masuk	Graphic Designer	01.07.2018
	Ms. Salma Hossain	Senior Secretary	10.10.2018
	Ms. Nawrin Khan Nijhum	Project Officer (Research)	21.10.2018

Separation of Staff Members

The following staff members were separated from the services in 2018. Necessary supports were provided by the Administration and Finance Division during the separation:

Category	Name	Designation	Date of Separation
Professional	Ms. Eva Benita A. Tuzon	Director (Pilot Project)	01.04.2018
	Mr. Saeed Ahmed Reza	Director Administration and Finance	22.09.2018
General Service	Mr. Md. Wasim Khan Sadab	Finance Officer	24.05.2018
	Ms. Nishat Farzana	Assistant Programme Officer (Action Research)	16.07.2018
Short Term	Ms. Bina Khatun	Assistant (Accounts)	21.03.2018
	Mr. Prodip Kumar Aich	Project Officer (E-Library)	05.04.2018
	Mr. Nazib Neaz	Executive Officer (DGO)	22.10.2018
	Mr. Md. Mahmudul Hasan	Executive Assistant (Research)	27.11.2018

Internship Programme

Last year, following interns undertook Internship programme in CIRDAP. The Administration and Finance Division provided necessary support to the interns.

Name	Department/University	Duration of Internship	Assigned Division
Ms. Mahjabin Monika	Department of Statistics, Jahangirnagar University	6 Months	Training
Ms. Sadia Afroz	Department of Government and Politics, Jahangirnagar University	3 Months	Admin & Finance
Mr. MD. Al-Amin	Department of Geography & Environment, Jagannath University	3 Months	Library
Mr. Md. Rezwanul Haque	Department of Information Science and Library Management, University of Dhaka	6 Months	Library
Mr. Md. Omar Faruk	Department of Business Administration, Edinburgh Business School, University of Heriot-Walt	6 Months	Procurement
Mr. Bikash Halder	Department of Pharmacy, University of Asia Pacific	6 Months	Library
Ms. Maria G. Gomes	Department of Business Administration, University of Liberal Arts Bangladesh	4 Months	Admin. & Finance
Ms. Pinu Chakma	Department of Agricultural Extension and Rural Development, Bangabandhu Sheikh Mujibur Rahman Agri cultural University	1 Month	Research
Ms. Sabrina Fatema Chowdhury	Department of Economics, Asian University for Women, Chittagong, Bangladesh	1 Month	Research
Ms. Nawrin Khan Nijhum	Department of Development Studies, University of Dhaka	1 Month	Research

CICC and Auditorium

At the beginning of last year it was predict that, 2018 would be the most challenging year for CICC team but with the grace of Almighty, 2018 was the most successful year in the history of CIRDAP International Conference Centre (CICC) and Auditorium. Some initiatives were taken to modify the inside of all three venues. In 2018, record number of national and international programmes were organised at CIRDAP compound. Apart from all the programmes of our link Ministry and link institutes, we have successfully organized 297 programmes last year. We also earned record number of revenue in last fiscal year.

CIRDAP Professional and General Service Staff Members in 2018

Name	Designation	Joining Date	Separation Date
Mr. Tevita G. Boseiwaqa Taginavulau	Director General	06.07.2016	
Ms. Eva Benita A. Tuzon	Director (Pilot Project)	01.04.2015	01.04.2018
Mr. Saeed Ahmed Reza	Director (Admin & Finance)	07.02.2016	22.09.2018
Ms. Elora Sharmeen	Programme Officer (Training)	19.07.2017	
Mr. Arulappu George Chandra Babu	Programme Officer (Research)	22.01.2018	
Mr. Shafiqur Rahman	National Officer (Research)	01.01.1991	
Mr. Waliul Hasnat	Computer Programmer	14.08.2008	
Mr. Wasim Sadab Khan	Finance Officer	24.05.2017	24.05.2018
Mr. Safiul Azam	Assistant Protocol Officer	24.03.1991	
Dr. Usharani Boruah	Librarian	10.07.2007	
Mr. M.H. Kawsar	Communications Officer	01.07.2015	
Ms. Farhana Yasmin	Programme Associate (Training)	26.02.2017	
Ms. Nishat Farzana	Assistant Programme Officer (Action Research)	26.02.2017	16.07.2018
Md. Abu Saleh Siddique	Publication Officer	19.11.2014	
Mr. Deba Datta Chakma	Assistant Administrative Officer (Procurement & Supply Chain)	17.06.2010	
Ms. Najma Yeasmin	Assistant Administrative Officer (HR)	02.10.2011	
M r. Shishir Gobinda Saha	Assistant Finance Officer	15.12.2016	
Mr. Minhazul Bari Ahmed	Secretary (ICD)	01.01.1995	
Ms. Aparna Roy	Secretary (Admin. & Finance)	14.08.2016	
Mr. Hari Pada Bhowmik	Clerk/Typist	15.09.1996	
Mr. Md. Mustafa Kamal	Typist	01.01. 2004	
Mr. Shankar Chandra Das	Technical Operator	18.08.1980	
Mr. Manzoor	Driver	01.01.2004	
Mr. Shimul Barua	Driver	13.06.2007	
Mr. Kallol Barua	Driver	27.12.2009	
Mr. Biplob Kumar Dhar	Driver	07.08.2012	
Mr. Swapan Kumar Sarker	Machine Operator	07.0 8.2012	
Mr. Bishu Chandra Das	Technical Operator	23.02.1987	
Mr. Kazi Sharif Ahmed	Messenger	01.07.1998	
Mr. Jahangir Alam	Bearer-Cook	01.05.2000	
Mr. Abdur Rahman Molla	Gardener	17.10.2007	
Mr. Sujit Chandra Das	Janitor	07.08.2012	
Mr. Md. Delwar Hossain	Janitor	07.08.2012	
Mr. Martin Dores	Watchman	07.08.2012	

CIRDAP Short-term Staff Members in 2018

Name	Designation	Joining Date	Separation Date
Mr. Tomasi Vasulailai Raiyawa	Principal Executive Officer	31.07.2017	
Mr. Md. Zakaria	Programme Coordinator	05.02.2018	
Mr. F.A.M Zakirul Huq	Administrative Officer	01.03.2018	
Mr. Nazib Neaz	Executive Officer (DGO)	07.08.2016	22.10.2018
Mr. Shri J Rajesh	Project Scientist	16.07.2017	
Mr. Mohd Shanawaz Kashif	Project Scientist	16.07.2017	
Ms. Bindia Nag	Executive Officer (Operations)	14.03.2018	
Mr. Shahariar Haque	Supervisor (CICC & Auditorium)	03.05.2016	
Mr. Prodip Kumer Aich	Project Officer (E -Library)	01.09.2015	05.04.2018
Ms. Salma Hossain	Senior Secretary	10.10.2018	
Mr. Saiful Islam	Me dical Consultant (Part - Time)	02.07.2006	
Ms. Rafia Islam	Assistant Administrative Officer	24.08.2017	
Ms. Bina Khatun	Assistant (Accounts)	21.04.2015	21.03.2018
Mr. Md. Al - Amin	Executive Assistant (CICC & Auditorium)	14.03.2018	
Mr. Badhan Saha Setu	ICT As sistant	03.05.2018	
Mr. Md. Rezwanul Haque	Library Assistant	13.05.2018	
Mr. Md. Mahmudul Hasan	Executive Assistant (Research)	27.05.2018	27.11.2018
Ms. Najiba Rashid	Executive Assistant (Pilot Project)	21.06.2018	
Ms. Mahjabin Monika	Executive Assistant (Training)	01.07.2018	
Ms. Sadia Afroz	Executive Assistant (HR)	01.07.2018	
Ms. Nawrin Khan Nijhum	Project Officer (Research)	21.10.2018	
Mr. Monir Hossain	Electrician	01.09.2005	
Ms. Parvin Begum	Cook	01.04.2006	
Md. Roman Khan	Bearer	01.07.2013	
Hafez Md. Ataur Rahman	Imam	11.08.2013	
Mr. Md. Raju Ahmed	Cook	20.11.2016	

FINANCE

CIRDAP has the following main sources of funds:

(i) ***General Fund*** - Regular contribution from the CMCs for the administrative budget;

(ii) ***Trust Fund*** - Grants from the donor countries/agencies for programmatic activities;

(iii) ***RCF (Regional Cooperation Fund)*** - Voluntary contribution of Member Countries for specific programme purposes; and

(iv) ***Corpus Fund*** - Generated from auditorium and cafeteria income. Only interest earned is utilized for programme purposes.

Income of General Fund for the year 2018 was **USD 770,830.43** out of which **USD 744,388.40** were utilized efficiently for general/operating expenses to ensure effective support to the programmes. Similarly, USD 48,040.56 was utilized for programmatic purposes though only USD 20,818.04 was received from donor countries/agencies.

Audit of the Accounts

The audit for the Financial Statement of 19th Biennium (2016-2017) was conducted by the Auditor General's Department of Sri Lanka in 2019. The auditor also expressed that, "the accompanying financial statements present fairly, in all material respects, the financial position of the CIRDAP as at 31 December 2017, and its financial performance and its cash flows for the year then ended in accordance with Generally Accepted Accounting Principles and CIRDAP's financial regulations."

The audit of Interim Financial Statement of 2018 will commence shortly. The unaudited financial information for 2018 is furnished below:

The unaudited financial report for 2018 has been dropped from 47-52 pages in view of maintaining confidentiality. This confidential report has already been submitted to the policy body of CIRDAP.

Abbreviations and Acronyms

AHKNCRD&MA	Akhtar Hameed Khan National Centre for Rural Development and Municipal Administration
AIT	Asia Institute of Technology
ALTA	Agriculture Landlord and Technical Act
ALTO	Agricultural Landlord and Tenant Ordinance
APERDI	Agricultural Planning Economic and Rural Development Research Institute
APJORD	Asia-Pacific Journal of Rural Development
BADC	Bangladesh Agriculture Development Corporation
BARD	Bangladesh Academy for Rural Development
BIHCP	Basic Integrated Health Care Programme
CAPSA	Centre for Alleviation of Poverty through Sustainable Agriculture
CBPO	Capacity Building of People's Organization
CDCs	Community Development Councils
CICC	CIRDAP International Conference Centre
CLIs	CIRDAP Link Institutions
CMCs	CIRDAP Member Countries
CVDP	Comprehensive Village Development Programme
DAE	Department of Agricultural Extension
DFID	Department for International Development
DFP	Directorate of Field Publicity
DSCG	Dept. of Samurdhi Commissioner General
EC	Executive Committee Meeting
ESCAP	Economic and Social Commission for Asia and the Pacific
FFS	Farmer's Field School
FPSP	For Profit Private Service Providers
GC	Governing Council Meeting
GDP	Gross Domestic Production
GHGs	Green House Gases
GIS	Geographic Information System
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit
HLP	Horizontal Learning Programme
ICD	Information and Communication Division
ICT	Information and Communication Technology
IEC	Information Education and Communication
IJSG	International Jute Study Group
IPM	Integrated Pest Management
IRD	Integrated Rural Development
IUs	Implementing Units
JICA	Japan International Cooperation Agency
LG	Local Government
MAF	Ministry of Agriculture and Forestry
MoRD	Ministry of Rural Development
MoYAS	Ministry of Youth Affairs and Sports
MSI	Management System International
NAETC	Native American Employment and Training Council
NAM SSTC	Non-Aligned Movement South-South Technical Cooperation
NATP	National Agricultural Technology Project
NGO	Non-Government Organization
NIMSME	National Institute for Micro, Small and Medium Enterprise
NIRD	National Institute for Rural Development
NLTA	Native Land Trust Act
NLTB	Native Land Trust Board
NLTO	Native Land Trust Ordinance
NSP	National Solidarity Programme
OTOP	One Tamboon One Product
PA	Poverty Alleviation
PGDRDM	Post-Graduate Diploma in Rural Development
PPD	Pilot Projects Division
PPP	Public Private Partnership
PRIs	Panchayat Raj Institutions
RCCRC	Rice and Cash Crop Research Centre
RCF	Regional Cooperation Fund
RD	Rural Development
RDA	Rural Development Academy
RGNIYD	Rajiv Gandhi National Institute of Youth Development
RRDP	Regional and Rural Development Planning
RSC	Rural School Children
SAIC	SAARC Information Centre
SAP	Social Action Programme
SDP	Skill Development Programme
SEARCA	Southeast Asian Regional Centre for Graduate Study and Research in Agriculture
SERD	Society for Education and Research Development
SOCSEA	Sub-Regional Office of CIRDAP in South-East Asia
TAG	Technical Advisory Group
TD	Training Division
TFNet	Tropical Fruit Network
UCV	Unimproved Capital Value
UP	Union Parishad
USAID	United States Agency for International Development
USM	Universiti Sains Malaysia
VOs	Village Organizations
WCARRD	World Conference on Agrarian Reform and Rural Development

CIRDAP

The Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP) is a regional, intergovernmental and autonomous institution. It was established on 06 July 1979 at the initiative of the countries of the Asia-Pacific region and the Food and Agriculture Organisation (FAO) of the United Nations with support from other UN bodies and donor. The center came into being to meet the felt needs of the developing countries at that time as an institution for promoting integrated rural development in the region. It has 15 member countries viz. Afghanistan, Bangladesh (host state), Fiji, India, Indonesia, Iran, Lao PDR, Malaysia, Myanmar, Nepal, Pakistan, Philippines, Sri Lanka, Thailand and Vietnam. Operating through contact ministries and link institutions in member countries, CIRDAP promotes technical cooperation among nations of the region. It plays a supplementary and reinforcing role in supporting and furthering the effectiveness of integrated rural development programmes in the Asia-Pacific region.

Vision

CIRDAP, a Centre of Excellence in Integrated Rural Development.

Mission

Our mission is to provide technical support and promote innovative best practices on sustainable IRD amongst member countries in Asia-Pacific in order to improve the lives of the rural people. In pursuing this mission:

- We shall strengthen collaboration with our link ministries, link institutions, development partners, private sector and other stakeholders;
- We shall adopt state of the art information and communication technology;
- We shall commit to mobilising resources; and
- We shall embrace the values of Diligence, Integrity, Transparency and Accountability, Inclusivity, and Resilience to inculcate professionalism.

Centre on Integrated Rural Development for Asia and the Pacific

'Chameli House', 17 Topkhana Road, GPO Box 2883, Dhaka 1000, Bangladesh

Tel: 880-2-9558751, 9559686, 9586509 Fax: 880-2-9571880, 9562035

Email: icd@cirdap.org Web: www.cirdap.org