



CIRDAP

ANNUAL REPORT

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CIRDAP MEMBER COUNTRIES



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CIRDAP

ANNUAL REPORT

2020

Centre on Integrated Rural Development for Asia and the Pacific

Centre of Excellence in Integrated Rural Development

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மஹிந்தானந்த அலுத்தகமகே (பா.உ.)
Mahindananda Aluthgamage (M.P.)

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கமத்தொழில் அமைச்சர்
Minister of Agriculture

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திகதி } 28.07.2021
Date

I am very much pleased to convey my best wishes to the Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP). After the successful completion of 41 years, CIRDAP enters in a new era of regional development with its 15 member countries.

The governments of Sri Lanka's commitment and support to its efforts remain high. It is gratifying to note its glorious contributions, international achievements and its ability to strengthen trigger and catalyze sectoral activities in rural development and forming a regional development network of countries for overall socio-economic well-being of the rural communities.



The Twenty-Second Meeting of the CIRDAP Governing Council (GC-22) was held on 11 October 2019 at Colombo, Sri Lanka. It was attended by the Delegates from 14 out of 15 CIRDAP Member Countries namely Afghanistan, Bangladesh, Fiji, India, Indonesia, IR Iran, Lao PDR, Malaysia, Myanmar, Nepal, Philippines, Sri Lanka, Thailand and Vietnam. Hon. Karu Jayasuriya, Former speaker of the Parliament, Government of Sri Lanka embraced as the Chief Guest in the meeting and emphasized on importance of regional cooperation and reiterated the commitment of Government of Sri Lanka towards CIRDAP and its member countries.

The year 2020 is the year we all are facing crises of the COVID19 pandemic. Despite the devastating situations of the pandemic, like any other international and regional organizations, CIRDAP is working relentlessly and making contributions for the improvement of thousands of rural lives of the region of Asia and the Pacific.

I hope to see CIRDAP earning its name as one of the foremost partners with the United Nations and other international organizations in the international effort to alleviate poverty and hunger from the Region. I strongly believe the member countries would play a pro-active role to sensitize and make the development partners more aware of CIRDAP activities.

I wish every success and achievements to CIRDAP for the upcoming years.

Mahindananda Aluthgamage
Minister of Agriculture

Government of the Democratic Socialist
Republic of Sri Lanka
Chairperson of CIRDAP Governing Council

Mahindananda Aluthgamage (M.P.)
Minister of Agriculture
Ministry of Agriculture
80/5, "Govijana Mandiraya"
Rajamalwatta Avenue, Battaramulla



Message

Father of the nation of Bangladesh Bangabandhu Sheikh Mujibur Rahman dreamed a hunger free and poverty free nation. He believed that it is not possible to develop a country without rural development and poverty alleviation.

Bangladesh under the leadership of Hon'ble Prime Minister H.E Sheikh Hasina always prioritizes rural development as a key strategy for overall development of the country. In the area of gradual economic growth, increase of literacy rate, and poverty alleviation. Bangladesh is considered as a role models for many countries. Over the last decades, Bangladesh has made spectacular economic and social progress.

CIRDAP currently consists of 15 member countries of the Asia-Pacific region mandated to facilitate services that will influence policy formulation and programme development towards rural development and poverty alleviation of the region.

I would like to extend my best wishes and heartiest congratulations to CIRDAP on the occasion of its 41st anniversary in 2020. The Centre has been progressed toward its vision as a Centre of excellence in the integrated rural development and poverty alleviation. Bangladesh is the host of CIRDAP and supported the idea of establishment of the Centre in 1979 as a regional organization to promote regional cooperation in the field of rural development in the Asia-Pacific region.

As the host country, the government of the People's Republic of Bangladesh will continue to provide its active support to CIRDAP. I wish all the best and prosperous future of the Centre.

(Md. Tazul Islam, MP)

FORWARD BY DIRECTOR GENERAL



It is an honor and pleasure for me to officially join CIRDAP on 10th September 2020. Although I had commenced my preliminary tasks as Designated Director General of CIRDAP since June 2020.

On behalf of the CIRDAP Secretariat, I wish to express my sincere appreciation to the Honorable Mahindananda Aluthgamage, Chairperson of CIRDAP Governing Council, Minister, Ministry of Agriculture, Government of the Democratic Socialist Republic of Sri Lanka and to Honorable Md. Tajul Islam, Minister, Ministry of Local

Government, Rural Development and Cooperatives, Government of Bangladesh, Host country of CIRDAP for unwavering support and cooperation in support of the organization. I wish to thank the staff of the CIRDAP and many friends and colleagues who have been working on the preparation of the Annual Report 2020.

I would like to express my deep and sincere appreciation to the Chairperson of CIRDAP, the Governing Council and members for their generous supports to CIRDAP's works throughout the year. Lastly, I would like to acknowledge Mr. Tavita Taginavalau, Former Director General of CIRDAP. Through a collective effort over the past four years, he had paved the way and strengthened the organization into the effective platform for cooperation, technical exchange and mutual support that it is today. It is my commitment to implement CIRDAP mission 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.

The ongoing contributions and steadfast support from the Government of Bangladesh, respective Governing Council Members, Executive Committee Members, Technical Committee Members and relevant partners will surely encourage our ongoing and collective commitments to the cooperation and the implementation of CIRDAP's important mission; which is to be a Center of Excellence in integrated rural development in Asia and the Pacific Region and to foster the cooperation with FAO and relevant organizations to advocate knowledge development, management and dissemination for countries in Asia and the Pacific Region.

A handwritten signature in dark ink, appearing to read 'Cherdasak Virapat'.

Dr. Cherdasak Virapat
Director General, CIRDAP

EXECUTIVE SUMMARY

The Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP), as a Centre of Excellence has completed its 41 years in enabling rural communities in the Asia-Pacific region. Like the whole world, the year 2020 is the significant one for CIRDAP. The COVID19 pandemic has affected tremendously the Centre's activities and its human resources. Despite the pandemic situation and unavoidable circumstances, CIRDAP has continued its activities and work to fulfill its mission and vision; and to implement the strategic plan (2018-2022).

In 2020, the most significant event was changing in the leadership of the Centre. CIRDAP embraced its new leader for four years (2020-2024), Director General (DG), Dr. Cherdsak Virapat a Thai national in September 2020. He replaced Mr. Tevita G.B Taginavulau a Fiji national who has successfully completed his four-year term (2016-2020).

The Research and Pilot Project Division initiatives of 2020 were conducted according to the Strategic Plan, and knowledge generation with special focus on specific areas selected by CIRDAP. The Research activities were focusing on improvements of rural marginalized people the standard of living. Some of the researched programs are Thematic Team Workshop titled 'Data Collection for the 2020 Monitoring Report of the Second Country Investment Plan (CIP2): Nutrition-Sensitive Food Systems 2016-2020', Thematic Team Workshop titled 'Update on Results & Financial Data Collection for the 2020 Monitoring Report of the Second Country Investment Plan (CIP2): Nutrition-Sensitive Food Systems 2016-2020', the SAARC regional training on "Developing regional agri-business and product development" held at RDA, Bogura, Bangladesh, Support to develop (i) National Plan of Action for implementation of the National Agricultural Policy 2018 and (ii) Study on transforming the agro-food sectors towards a modern, sustainable advanced economy: looking beyond 2030 towards achieving Bangladesh's vision for 2041 under FAO, Bangladesh, a Webinar titled 'Assessing the Covid-19 Impact of Reverse Migration on Rural Communities in CIRDAP Member Countries'. the Webinar titled 'International Day of Rural Women', the 53rd Annual Planning Conference of BARD, the 30th Annual Planning Conference of Rural Development Academy (RDA), the Meeting on 'SWOT Analysis of CIRDAP: A Review for 2020-2024: Strategic Plan Review 2020-2022', the workshop titled "Poverty Alleviation through Micro Finance: State of Art in COVID-19" held virtually

during November 2-11, 2020. The workshop was jointly organized by BARD and AARDO, an Asia Pacific Regional Webinar titled “Ensuring land and food rights at a time of covid-19 and beyond” organized by Association for Land Reform and Development (ALRD), Bangladesh and The Daily Star, and Online Orientation Meeting to close the LOA Phase -I under MUCH project held on December 21, 2020.

CIRDAP implemented training and education activities relevant to Geographic Information System (GIS), ICT for Development, International Training Programme on Participatory Rural Development, Organizational Behaviour Change Communication, Management of Rural Employment Projects and Poverty Alleviation, Natural Resources Management for Sustainable Rural Livelihoods, Financial Inclusion, Project Management and Evaluation, Nutrition, and Social Audit and Good Governance.

Information and communication activities includes CIRDAP Aziz-ul-Haq Library (CAL), Asia-Pacific Journal of Rural Development (APJORD), Geographic Information System (GIS) research report 2019, and Webinar report on International Disaster Risk Reduction, CIRDAP Centre on Geo-Informatics Applications in Rural Development (CCGARD).

For the first time in its history, the Centre organized its policy body meetings virtually. On 4 March 2020, the first-ever Virtual meeting took place amongst CIRDAP member countries with the Technical Committee. Then, the first special Executive Committee and 35th Technical Committee Meeting held respectively on August 24 and 26, 2020 virtually. The other new and significant initiatives are the creation of the CIRDAP expert database on its website and the formulation of CIRDAP Work plan 2020+ for the Centre’s next upcoming journey. The CIRDAP Expert database is the accumulation or hub of experts in different disciplines consisting of experts from Alumni of CIRDAP and experts from the member states in the region and other regions with collective knowledge and experiences related to integrated rural development and poverty alleviation.

CIRDAP has been able to strengthen its networking and collaboration with our international and regional partners like FAO, APO, KLRI, SAARC, International Land Coalition, and ANGOC, amongst others. Likewise, the Centre has been able to strengthen collaboration with the Contact Ministries and their Rural Development Link Institutes and other development partners through interactive communication and collaborative programmes.

CIRDAP Administration Unit provide administrative support to all units/divisions of the CIRDAP in achieving the objectives in an effective, efficient, and economic manner. The unit responsible for Administering the staffs, Human Resource Management, Legal activities, Protocol, Security, Safety, Space Management & Maintenance, Procurement, Store management, Transport management, services include supporting for arranging meetings of the CIRDAP Policy Bodies and implementation of the decisions. CICC unit manage the international conference centers, look after event and catering management and significantly supporting in CRDAP finance. Fund raising activities have been organized through several project proposals development for the EU Horizon2020 Funds.

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ABOUT CIRDAP

For promoting Integrated Rural Development (IRD) in the Asia-Pacific region, Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP) was established on 6th July, 1979. Integrated Rural Development (IRD) came into prominence in the early 1970s after the failure of previous Development Approaches based on Sectoral policies particularly in rural areas. Rural development policies and programs then became an important component in Government Development Plans and Strategies. Therefore, the idea of promoting IRD through regional cooperation by establishing an intergovernmental organization in the Asia Pacific Region emerged. It was pursued by UN Food and Agriculture Organization (FAO) and this led to the establishment of CIRDAP, with its headquarter in Dhaka, Bangladesh. There are 15 member states namely Afghanistan, Bangladesh (Host State), Fiji, India, Indonesia, Iran, Lao PDR, Malaysia, Myanmar, Nepal, Pakistan, Philippines, Sri Lanka, Thailand and Vietnam.



CIRDAP Secretariat Headquarter

The CIRDAP secretariat office is a beautiful red colored English cottage type building, which is located in Dhaka opposite the high court building famously it is called Chameli House. Built in 1920, this colonial edifice was designated to be the residence of unmarried British women officials working in Dhaka. This historical building still retains its original architectural form. The building was once served as a hostel for girl's students of the University of Dhaka for some time. During the Pakistan period and after independence of Bangladesh, it was used as headquarters of the Public Service Commission. In 1985, the building was handed over to CIRDAP.

VISION, MISSION, AND VALUES

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 mobilizing resources; and
- We shall embrace the values of Diligence, Integrity, Transparency and Accountability, Inclusivity, and Resilience to inculcate professionalism.

VALUES

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 GOALS

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.
(Policy Dimension)

GOAL 2

Reposition CIRDAP Secretariat in order to effectively carry out its mandated roles (Institutional Dimension - Secretariat)

GOAL 3

Enhance CIRDAPs visibility and relevance according to CMCs expectations
(Programme Dimension)

STRATEGIC PLAN (2018-2022)

	Strategies
Goal-1	<p>1.1 Strengthen CIRDAP Framework by establishing CIRDAP Sub-Centers or Units under contact Ministries in CMCs; expanding CIRDAP membership;</p> <p>1.2 Review the roles of CIRDAP Policy Bodies to provide policy direction;</p> <p>1.3 Strengthen strategic linkages with regional organizations and development partners in related areas; and</p> <p>1.4 Establish partnership with National organizations that operate both in National and Community levels in order to closely engage with rural communities.</p>
Goal-2	<p>2.1 Strengthen human and institutional capacity through the development of a hierarchal, flatter and professional organizational 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;</p> <p>2.2 Strengthen resource base through internal controls and mobilization of resources through divisional Programs, 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</p> <p>2.3 Review CIRDAP International Conference Centre frame work.</p>
Goal-3	<p>3.1 Strengthen the management of programme activities in order to meet the development needs of CMCs;</p> <p>3.2 Providing technical support and promote innovative best practices on sustainable IRD through the following:</p> <ul style="list-style-type: none"> a. Needs Assessments (NAs) either through cross country (CMCs) programs; 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 in formation and Communication Technology for optimum and efficient management of rural development initiatives; <p>3.3 Generate and disseminate new knowledge on IRD in collaboration with CLIs and partner organizations 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;</p> <p>3.4 Providing Policy analysis and advice on identified focus areas through cross member country studies and dialogues.</p>

In 2020, The following Programmed were in place to achieve CIRDAP mandated roles:

- (a) International Training programs: Capacity building on issues of regional importance, exchange of ideas and technology, scope for cooperation with other institutions at regional level, promotion of successful national project initiatives or model at regional level;
- (b) In-Country Training Programs: Technical support and capacity building customized for particular national IRD Centers, and stakeholders on national issues of importance, transfer of technology and expertise as per the need of the specific country/institutions;
- (c) International Exposure visits: Exposure to innovative ideas, practices, technology to gain first-hand experience from other countries/institutions, opportunity to collaborate and resource sharing;
- (d) Research: In-depth analytical research for national and regional level understanding on IRD issues of importance, cross country comparison, and identification of policy gaps and promotion of best practices
- (e) Pilot Projects: Piloting of projects to determine scalability, affordability and to customization of development initiatives as per country need and context; development of model and framework
- (f) Sabbatical Programme: Faculty exchange and intellectual dialogue from one country to another, thus eventually create a group of experts in the region
- (g) Internship Programme: Build individual's research capability/academic pursuits and thus build institutional capabilities through research internship at the CIRDAP Secretariat
- (h) Short time research study: Documentation of available innovative and best practices in rural development and poverty alleviation in a particular country and dissemination of such report among other countries;
- (i) Exchange of Young professionals: Exchange of young professionals for short-term research study, exchange of knowledge and expertise between CIRDAP and other stakeholders
- (j) CIRDAP e-facilities: CIRDAP has developed the following e-facilities to disseminate information particularly on best practices to member countries, development partners and others
 - IRD Knowledge Portal - get access to reliable data bank on IRD in the Asia-Pacific region;
 - IRD e-Learning- access different online courses on relevant areas of rural development;
 - e-Meeting facilities – access and use the e-meeting facilities of CIRDAP in joint programs and meetings; and
 - e-library– get access to state of the art E-Library of CIRDAP that houses hundreds of books and publications published by CIRDAP and others.

MAJOR HIGHLIGHTS OF OUTCOME & ACHIEVEMENTS IN 2020

CIRDAP activities were aligned towards the implementation of the Governing Council, Executive and Technical Committee Decisions and achieving Outputs from the Strategic Plan 2018 -2021 through 2020. The following are major highlights of the year:

*The 1st CIRDAP Technical Committee Virtual Meeting-
1TCVM/2020*

41st CIRDAP Anniversary Celebration

Partnership with ILC Asia and BBI

*Farewell of DG Mr. Tevita GB Taginavulau & Welcome
new leadership Dr. Cherdsak Virapat*

The virtual Executive and Technical Committee meeting

Review of Strategic Plan (2020-2024)

Establishment of CIRDAP Experts Database

Formulation of CIRDAP Work Plan 2020+

Implementation of Organizational Structure

*Digitalization of CIRDAP (E-knowledge portal, E-library,
Cloud meeting platform & Multi-purpose website)*

POLICY BODY MEETINGS

The 1st Technical Committee Virtual Meeting (TCVM-01/2020) amongst 13 CIRDAP Members

On 4th March, 2020 the first ever Virtual meeting took place amongst CIRDAP member countries with the Technical Committee. The meeting took place in National Institute of Rural Development & Panchayat Raj (NIRD), Hyderabad, INDIA. This meeting has etched a new chapter in the annals of the CIRDAP in Rural Development indicating the power of Digital Technology for converging meetings in the future. Former Director General (DG) of CIRDAP Mr. Tevita GB Taginavulau formally welcomed the dignitaries and representatives.

All members of the CIRDAP member countries participated with the exception of the Governments of Philippines and Nepal who sent their apologies. The Chairperson, Dr. WR Reddy with the CIRDAP Secretariat were based from NIRD&PR whilst the TC members remain in their own countries and converged digitally. The technology CISCO WEBEX used for the meeting was brilliant considering of the first experience as 13 member countries converged virtually.

EXECUTIVE COMMITTEE SPECIAL VIRTUAL MEETING



CIRDAP's 1st Virtual Executive Committee Meeting was held on August 24, 2020. Delegates from all the CIRDAP Member Countries (CMCs) except Afghanistan, Nepal, Laos and, Philippines gracefully attended the Meeting. On the meeting, new Director General (DG) of CIRDAP Dr. Chersak Virapat formally introduced

himself to the dignitaries and representatives. He started the meeting by welcoming the guests and members of CIRDAP by saying this is the first virtual meeting of Executive Committee of CIRDAP.

On behalf of Chairperson from Sri Lanka, Major Gen. (Rtd) Sumedha Perera, Secretary, Ministry of Agriculture; Deputy Director (projects) Mr. P.N.N Jayaneththi gave sincere appreciation to CIRDAP for giving the chairperson of EC position to Sri Lanka; and cordially welcomed and invited to all the distinguished members to this first virtual meeting of EC. He said that the assistance of CIRDAP can be utilized very efficiently and effectively in agriculture and rural development not only Sri Lanka but also all the Asia and pacific region.

TECHNICAL COMMITTEE (TC-35) VIRTUAL MEETING



CIRDAP's 35th Virtual Technical Committee Meeting was held on August 26, 2020. Delegates from all the CIRDAP Member Countries (CMCs), partner organizations and integrated rural development (IRD) experts gracefully attended the Meeting. All the distinguished technical committee members were presented in this virtual meeting to discuss the progress and programme activities of CIRDAP. It is a milestone of the digital era of the organization; and CIRDAP is embracing the new normal of COVID 19 pandemic.



The inaugural session was started with the speech of outgoing chairman from India. TC Chairman Ms. Smt Alka Upadhyaya, Ex-Director general, National Institute of Rural Development and Panchayati Raj (NIRD&PR) welcomed all the member countries and give sincere thanks for successfully conducting the 34th TC meeting last year 2019 which was hosted by India.

The Director General Designated of CIRDAP Dr. Cherdsak Virapat formally started and chaired this 35th virtual meeting. Hon'ble Members of Technical Committee representing CIRDAP member countries discussed the various agenda's regarding CIRDAP programme activities, operations and policy areas of mutual collaboration and cooperation.

KEY EVENTS

41st CIRDAP Anniversary Celebration



On July 6, 2020, CIRDAP reached its 41st anniversary in a minuscule celebration with a handful of staff of about 19 people due to COVID 19 pandemic situation including former Director General, Mr. Tevita G.B Taginavulau who gave an address. In his address, Mr. Taginavulau said, **“It is an honor and grateful joy for me to give an address to mark CIRDAPs’ 41st Foundation day today on 06th July, 2020. CIRDAP was established on 6th July, 1979 and 41 years later it is still well and alive.”** He mentioned FAO and other member countries for the establishment of CIRDAP Centre. He specifically acknowledged the Government of Bangladesh, “for hosting the Centre with its related undertakings with the provision of the beautiful Chameli heritage site as its Centre and its maintenance amongst others through its generosity. Mr Taginavulau also paid tribute to his predecessors, the former Director General of CIRDAP. He also thanked all the former Staff Members of CIRDAP; Current Staff Member; and Development Partners.



Heartwarming Farewell of DG Mr. Tevita GB Taginavulau & Welcome new leadership Dr. Cherdsak Virapat



CIRDAP now has been running under the new leadership of Director General (DG) Dr. Cherdsak Virapat a Thai national replacing Mr. Tevita G.B Taginavulau a Fiji national who has completed his four-year term. The tenure of former Director General, Mr. Taginavulau expired on 5 July 2020, which needed to extend until 9 September 2020 due to COVID 19 pandemic situation. A warm farewell programme was arranged to say good-bye

to the DG Tevita on September, 2020. It was the heart breaking and overwhelming moment for DG Mr. Taginavulau. In his speech, he gave earnest thanks to all the CIRDAP Staff as well host country Bangladesh for taking care and provide support to him. He also fondly remembered his four-year-journey in CIRDAP and Bangladesh. Mr. Taginavulau also said that he will always provide his utmost support towards CIRDAP in future.

Earlier in the 22nd Regular Meeting of CIRDAP Governing Council (GC-22) held in Sri Lanka on 11th October 2019, Dr. Cherdsak Virapat of Thailand was unanimously elected for the post of Director General, CIRDAP for 2020-2024.



BFSCD's Mock fire and Evacuation drill in CIRDAP premise



On February 10, 2020, a mock fire and evacuation drill was conducted at CIRDAP by Bangladesh Fire Service and Civil Defense (BFSCD). This important lifesaving drill was arranged to create awareness among staff to respond swiftly in times of emergency. After a theoretical

session on various emergency situations, types of fire and fire extinguishers BFSCD personnel; the practical demonstration was also conducted. This was an essential Life Saving Skills workshop and hands-on-experience for the staff. On that demonstration, staff observed evacuation operations of BFSCD. Staff was also given physical training for usage of fire extinguishers, general guidelines of various safety measures during an Event of Fire.



DG Dr. Virapat's first meeting with CIRDAP Staff

On September 10, 2020, after the takeover of the Director-General position of CIRDAP, the new DG Dr. Cherdasak Virapat met with CIRDAP staff in a meeting. In the meeting, DG provided short glimpses of his detailed plan for the next 4 years.



Dr. Virapat attending the 53rd Annual Planning



Conference BARD

Dr. Cherdsak Virapat, Director General, CIRDAP attended the 53rd Annual Planning Conference of Bangladesh Academy for Rural Development (BARD) in BARD Campus, Cumilla on 18th and 19th September, 2020. In the conference, the chief guest was Mr. Md. Tazul Islam, Honorable Minister of Local Government, Rural Development and Cooperatives, Bangladesh. The formal ceremony was started with placing floral wreath at the mural of Father of the Nation Bangabandhu Sheikh Mujibur Rahman. In the conference, Director Research of CIRDAP Prof. Dr. Md. Helal Uddin conducted Research session. Later, the DG CIRDAP planted saplings of A Rambutan Tree on the premises of BARD. Beside the Program, Dr. Virapat along with a research team of BARD and CIRDAP team members visited a nearby village for observing drinking water supply system and usage of Tube well.



Courtesy Meeting with RDCD Secretary

On 16 September 2020, the newly appointed Director-General (DG) CIRDAP Dr. Cherdsak Virapat met with Mr. Rezaul Ahsan, Secretary, Rural Development Cooperative Division (RDCD) of Ministry of Local Government, Rural Development and Cooperatives, Bangladesh and honorable member of CIRDAP Executive Committee. Secretary RDCD warmly welcomed DG on behalf of the Ministry and Government of Bangladesh.



Important discussions on CIRDAP and its further improvement took place between the Secretary and DG. Moreover, several issues discussed such as Establishing a Rural Development Museum (RDM) at CIRDAP's old Library premise. Apart from it, celebrating the 100 years of the Chameli house (which is now the CIRDAP office), Creating a Reserve fund for CIRDAP for any emergency situation, Increasing the number of members of CIRDAP member countries (CMC's) and Initiative to propose a day as World Rural Development Day were also discussed.



Courtesy Meeting with Secretary General of BIMSTEC

Dr. Cherdsak Virapat, Director General CIRDAP met with H.E Mr. Tenzin Lekphell, Secretary General of BIMSTEC at the BIMSTEC Secretariat on 31 January 2021. It was a very cordial and fruitful meeting between two heads. They have discussed collaboration

between the two organizations in future in many areas. Further discussion will take place for organizing some combined programs.

As a Commentator for Thematic Forum 1b: Blue economy and healthy oceans, DG CIRDAP attended the 15th Annual Session of Global Forum on Human Settlements & Sustainable Cities and Human Settlements: Post Pandemic Recovery and Transformation: Resilient Cities, Healthy Planet, Thursday 15 October 2020 – Online Forum and Webcast.



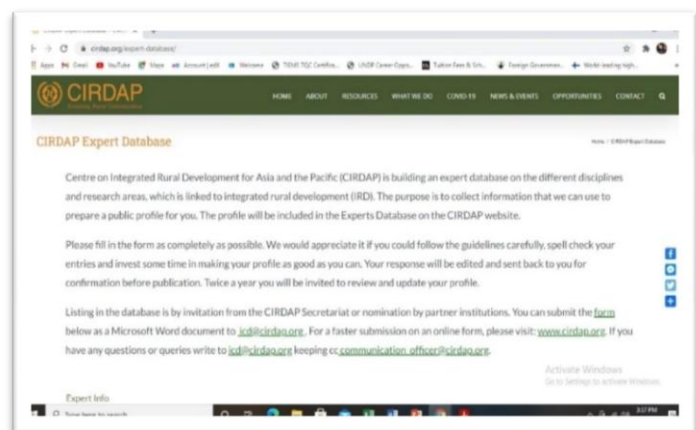
NEW INITIATIVES OF 2020

Review of Strategic Plan (2020-2024)

On October 22 2020, CIRDAP organized an online meeting for SWOT Analysis of CIRDAP: A Review for Strategic plan 2020-2024. DG CIRDAP took the initiative for SWOT analysis and Strategic Plans for 2018-2022 of CIRDAP should have a mid-term reviewed in 2020 and in particularly on the impacts of the Covid-19 pandemic on the strategic plans. CIRDAP Mentor on Strategic Planning Associate Prof. Wasin Inkapatanakul conducted the Review of SWOT Analysis and Strategic Plan 2018-2022.

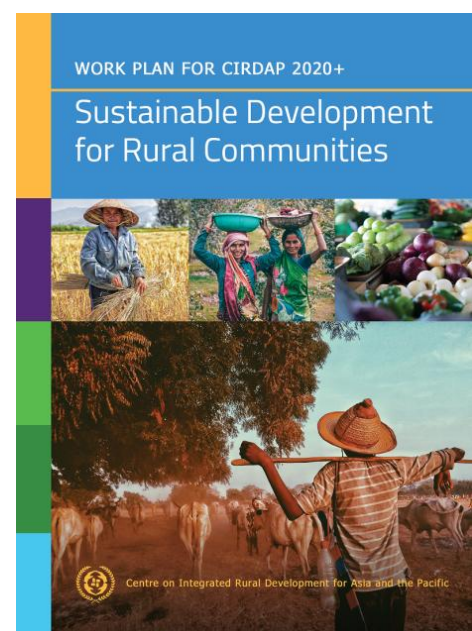
Establishment of CIRDAP Experts Database

DG Dr. Virapat took the initiative to make an expert database for CIRDAP. The Expert Database of CIRDAP will be required for the benefits of CIRDAP Member Countries and Link Institutes.



Formulation of CIRDAP Work Plan 2020+

DG Dr. Virapat has initiated a CIRDAP work plan 2020+: Sustainable Development for Rural Communities. The Work Plan give detailed information about CIRDAP, key achievements and work programs to be carried out from 2020 onwards. The Work Plan 2020+ will be used as staff handbook and a tool for advocacy meeting with donors and partners. The draft Work Plan 2020+ shall be considered at the 36th Technical Committee Meeting scheduled in July 2021.



IMPORTANT DAY CELEBRATION

International Women's Day - 2020



On 8th March, 2020, CIRDAP celebrated International Women's Day at CICC. On this auspicious day, the former Director General of CIRDAP Mr. Tevita G.B. Taginavulau wished all the staffs' especially female staffs for their effort and contribution towards CIRDAP.

On this day, three much esteemed guest from three different organizations have joined with us to celebrate the power and contributions of women towards society. Prof. Dr. Helal Uddin, Director-Research, CIRDAP also make some valuable suggestions.

International day for disaster risk reduction - 2020

On the day of International Day for Disaster Risk Reduction, CIRDAP in collaboration with Bangladesh University of Engineering and Technology (BUET) organized the webinar on 13 October 2020. The webinar is entitled "Expert Consultation on Building Earthquakes Resilient Communities and Societies for Bangladesh: Sharing Experiences and Lesson Learned from Earthquakes around the World".

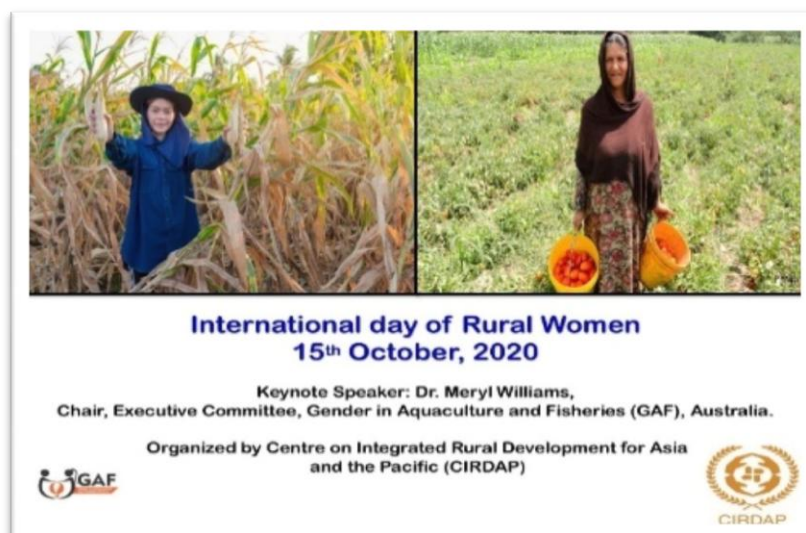


Dr. Cherdasak Virapat, Director-General of CIRDAP called for immediate global attention on disaster risk reduction by mean of hazard vulnerability assessment, disaster early warning,

mitigation, preparedness and response. Prof. Mehedi Ansary, BUET provided background and aims of the meeting. Dr. Walter D. Mooney, USGS, U.S.A; Prof. Tavida Kamolvej, Dean of the Faculty of Political Science, Thammasat University; Prof. Helal Uddin, Director Research, CIRDAP and Mr. Tinnakorn Tatong, Department of Mineral Resources, Ministry of Natural Resources and Environment, Thailand also joined the webinar.

International day of Rural Women -2020

On October 15, 2020, CIRDAP celebrated and organized a webinar on 15 October 2020. The day of 15 October was established at the United Nations General Assembly of 18 December 2007, to recognize the critical role and contribution of rural women in enhancing agricultural and rural development, improving food security and eradicating rural poverty. In the webinar, the keynote speaker on Gender issues in Rural Aquaculture and Fisheries was Dr. Meryl Williams, Chair, Gender in Aquaculture and Fisheries (GAF).



RESEARCH & DEVELOPMENT

The Research and Pilot Project Division initiatives of 2020 were conducted according to the Strategic Plan, and knowledge generation with special focus on specific areas selected by CIRDAP. The Research activities were focusing on improvements of rural marginalized people the standard of living. Some of the researched programs are in the table below

Research and Pilot projects of 2020 at a Glance			
MONTH	TITLE	LOCATION	DATE
JANUARY	Thematic Team Workshop titled 'Data Collection for the 2020 Monitoring Report of the Second Country Investment Plan (CIP2): Nutrition-Sensitive Food Systems 2016-2020'.	CICC, CIRDAP	15 Jan 2020
	PO (Research) attended the International Conference on Sustainable Agriculture and Rural Development: Road to SDGs	SAU, Sylhet	23-24 Jan 2020
	Research Grant Scheme Inception Workshop under Meeting the Undernutrition Challenge (MUCH)	CICC, CIRDAP	27 Jan 2020
FEBRUARY	Thematic Team Workshop titled 'Update on Results & Financial Data Collection for the 2020 Monitoring Report of the Second Country Investment Plan (CIP2): Nutrition-Sensitive Food Systems 2016-2020'.	CICC, CIRDAP	18 Feb 2020
	A MoU was signed with Bangladesh Biochar Initiative (BBI)	CIRDAP, HQ	12 Feb 2020
	PO (Research) attended the SAARC regional training on "Developing regional agri-business and product development" held at RDA, Bogura, Bangladesh.	RDA Bogura	15-18 Feb 2020
MAY	Support to develop (i) National Plan of Action for implementation of the National Agricultural Policy 2018 and (ii) Study on transforming the agro-food sectors towards a modern, sustainable advanced economy: looking beyond 2030 towards achieving Bangladesh's vision for 2041 under FAO, Bangladesh.		17 May 2020

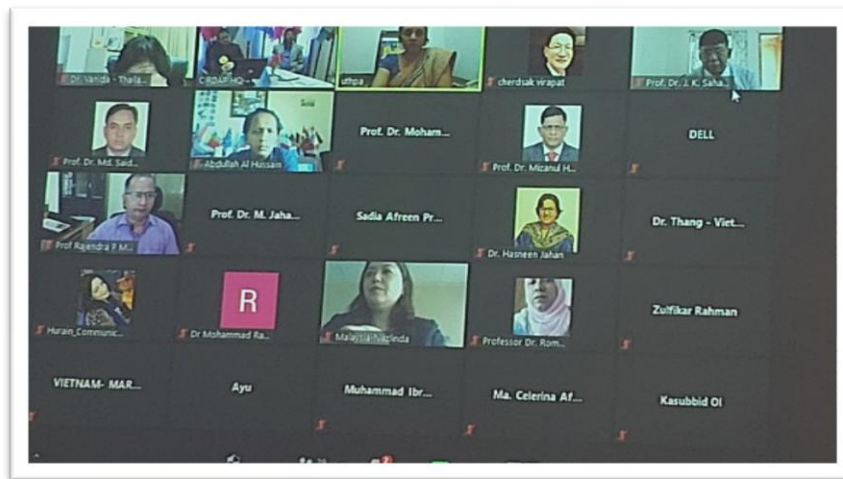
JULY	Support to the Sectoral Analysis for the Development of the Cox's Bazar District Development Plan.		July 2020
AUGUST	PO (Research) attended the Virtual Stakeholder Meeting/ Workshop under SDF-SAC-CIRDAP Project 'Livelihood Enhancement of Small Farmers'.		10 Aug 2020
SEPTEMBER	Research Division organized a Webinar titled 'Assessing the Covid-19 Impact of Reverse Migration on Rural Communities in CIRDAP Member Countries'.	CIRDAP, HQ	8 Sep 2020
	Director (Research) attended the Webinar titled 'International Day of Rural Women' organized by CIRDAP.	CIRDAP, HQ	15 Sep 2020
	Director (Research) attended the 53 rd Annual Planning Conference of BARD	BARD, Cumilla	18-19 Sep2020
OCTOBER	Director (Research) attended the 30 th Annual Planning Conference of Rural Development Academy (RDA)	RDA, Bogura	17-18 Oct 2020
	Director (Research) attended the Meeting on 'SWOT Analysis of CIRDAP: A Review for 2020-2024: Strategic Plan Review 2020-2022'.	CIRDAP, HQ	22 Oct 2020
NOVEMBER	Mid-term Review, a virtual consultation Meeting under MUCH project	CIRDAP, HQ	25 Nov2020
	Director (Research) delivered a lecture in the workshop titled "Poverty Alleviation through Micro Finance: State of Art in COVID-19" held virtually during November 2-11, 2020. The workshop was jointly organized by BARD and AARDO.	Dhaka, Bangladesh	6 Nov2020
DECEMBER	Director (Research) participated as a designated discussant in an Asia Pacific Regional Webinar titled "Ensuring land and food rights at a time of covid-19 and beyond" organized by Association for Land Reform and Development (ALRD), Bangladesh and The Daily Star.	Dhaka, Bangladesh	18 Dec 2020

RESEARCH ACTIVITIES

1. Upon acceptance of the concept note on Food Safety Regulatory System to Ensure the Safety of Food Produced Domestically, a Full Proposal has been submitted to USAID for funding.
2. Upon acceptance of the concept note on Bangladesh Agriculture Sector Review, a Full Proposal has been submitted to FAO for funding.
3. Research Study on “Status of the Most Marginalized Rural People in CMCs: Policies, Practices and Alternatives”.
 - Prepared a Master Data set combining information on CMCs collected from different secondary sources
 - Rewritten the concept note of this study
 - A part of the report has been drafted
4. Collaborative Study on “Disability Inclusion in Rural Development” with CDD
 - The work is still in progress.
5. RDR on “Digital Services for the Marginalized Rural in the Asia-Pacific: Accessibility, Affordability and Implications”.
 - Concept Note has been developed.
6. Research Study on “Financial Inclusion for Smallholder Farmers in Rural Asia-Pacific: Accessibility, Affordability and Implications”.
 - Concept Note has been developed.
7. Identifying major sources of fecal pathogens in Bangladeshi aquaculture value chains and evaluating the effectiveness of various risk reduction strategies.
 - A collaborated study with International Centre for Diarrheal Disease Research, Bangladesh (icddr, b), US University of Maryland, University of Maryland Eastern Shore, Centers for Disease Control and Prevention - funded by USAID.
 - The study is ongoing and the questionnaire for the qualitative survey has been finalized, translated and submitted for ethical clearance.

Webinar on “Assessing the COVID-19 Impact of Reverse Migration on Rural Communities in CIRDAP Member Countries

On September 8, 2020, the Webinar on “Assessing the COVID-19 Impact of Reverse Migration on Rural Communities in CIRDAP Member Countries” has been conducted in CIRDAP HQ. This webinar was moderated by Director Research of CIRDAP Professor Dr. Mohammed Helal Uddin. At 10 am the webinar started and it ended around 1 pm with a very fruitful and vibrant discussions from the participants from CIRDAP member countries. In his opening address, Prof. Helal stated that because of COVID-19 this reverse migration issue is creating a huge impact on the rural communities though country to country it may vary in terms of their stability and others factors. The keynote address on reverse migration impact was presented by programme officer, CIRDAP A.G.C.Babu. In his presentation, the recent issues causing the reverse migration was stated.



International Conference on “Sustainable Agriculture and Rural Development: *Road to SDGs*”

Bangladesh Agricultural Extension Society (BAES) has organized an International Conference on “Sustainable Agriculture and Rural Development: *Road to SDGs*” at Sylhet Agricultural University (SAU), Sylhet during 23-24 January 2020. An invitation had been extended to the DG CIRDAP and other staff member.



TRAINING & EDUCATION

The Training Division of CIRDAP plays key role since its inception in 1979 by organizing different kinds of trainings and programs in CIRDAP member countries (CMCs). The division organizes training programs for capacity building, human resource development, and promoting integrated rural development in CIRDAP Member Countries (CMCs)

Training programmes of 2020 at a glance

The theme/issues covered in the year of 2020 were as follows:

- (i) Geographic Information System (GIS), ICT for Development,
- (ii) International Training Programme on Participatory Rural Development,
- (iii) Organizational Behaviour Change Communication,
- (iv) Management of Rural Employment Projects and Poverty Alleviation,
- (v) Natural Resources Management for Sustainable Rural Livelihoods,
- (vi) Financial Inclusion, Project Management and Evaluation, Nutrition,
- (vii) Social Audit and Good Governance.

TT Workshop on Data collection for the 2020 Monitoring report of CIP2: Nutrition-Sensitive food systems 2016-2020



On 15th January, 2020 Under Meeting the Undernutrition Challenge (MUCH) project, a Thematic Team (TT) Workshop on Data collection for the 2020 Monitoring report of the second country investment plan (CIP2): Nutrition-Sensitive food systems 2016-2020 was organized in CIRDAP International Conference Centre. The workshop was co organized by Food planning monitoring unit, Ministry of Food; Food and Agriculture Organization (FAO) of United Nation and CIRDAP.



A validation workshop for the report of “Transforming the Agri-food sector for a Modern, Sustainable Advanced Economy: Looking Beyond 2030 Towards Achieving Bangladesh’s Vision 2041



On March 3, 2020, CIRDAP with the collaboration of the Food and Agriculture Organization of United Nations (FAO) organized a validation workshop for the report of “Transforming the Agri-food sector for a Modern, Sustainable Advanced Economy: Looking Beyond 2030 Towards Achieving Bangladesh’s Vision 2041” at CIRDAP International Conference Centre, CICC Dhaka. CIRDAP’s National Consultant Dr. Mustafa Kamal Mujeri presented the report and Additional Secretary of Ministry of Agriculture Dr Md Abdur Rouf embraced the occasion as the chief guest. After the presentation of the report, participants from different government agencies and other INGOs discussed the report and gave their valuable suggestion. Welcome remarks and objective of the workshop were presented by Mr George C. Babu, Program Office (Research) at CIRDAP and Dr Nur Ahamed Khondoker, Assistant Representative (Programme), FOOD and Agriculture Organization (FAO).



Series of training on Enhancing the Analytical Skills of the Government Officials under MUCH Project



In October and November, 2020, Under the project titled 'Meeting Undernutrition Challenge (MUCH)' a 9-day long training titled 'Training on Enhancing the Analytical Skills of Government Officials' was organized with the purpose of

enhancing the analytical skills of the government officials in Bangladesh to achieve a strengthened enabling environment for eradicating food insecurity and malnutrition from the country. The Meeting Undernutrition Challenge (MUCH) project supports the core ministries of Bangladesh working on Food Nutrition and Security (FNS) (i.e. Ministry of Food, Ministry of Agriculture, Ministry of Fisheries and Livestock, Ministry of Women and Children Affairs, Ministry of Health and Family Welfare), Civil Society Organizations (CSOs) and the Private Sector stakeholders to succeed in eliminating food insecurity and malnutrition from Bangladesh. 29 government officials from different concerned departments and ministries joined the training programme and the sessions were held at the CIRDAP International Conference Center.

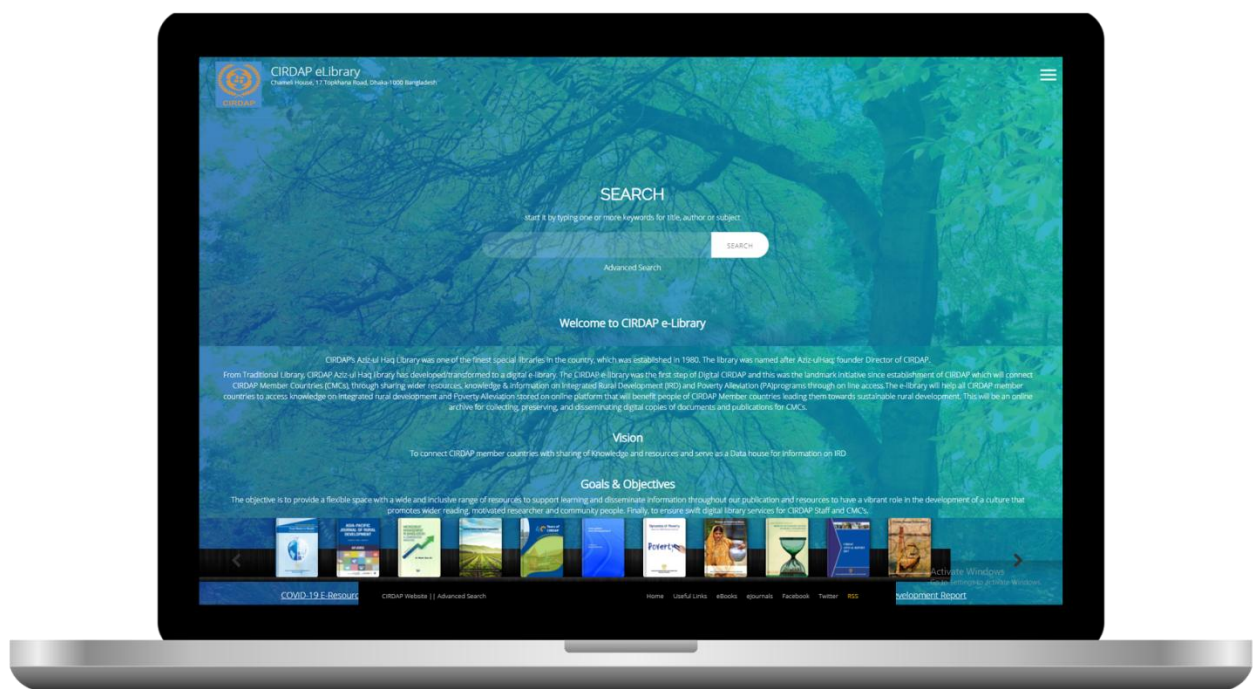


INFORMATION & COMMUNICATION

The Information and Communication Division (ICD) of CIRDAP strengthened its role as the focal point of knowledge generation and information dissemination. In 2020, the division produced various publications, redesigned and developed CIRDAP website maintained various information requirements, provided IT and library services, and supported the organization of seminars/workshops/trainings. The GIS Centre under this Division also conducted some training on GIS Applications.

CIRDAP AZIZ UL- HAQ LIBRARY (CAL)

CIRDAP Aziz-ul-Haq Library (CAL) is a special & resourceful library, which was established in 1980. The library was named after Aziz-ul-Haq; founder Director of CIRDAP. The library is enriched with world renowned books and journals. It's a vast resource not only for CIRDAP secretariat but also all the 15 member countries of CIRDAP.



CIRDAP inaugurated its **E-Library** on 7th July 2019 on its 40th foundation day. Through its e-Library, CAL is doing its enormous job, as it is an online archive for collecting, preserving, and disseminating digital copies of documents and publications for CMCs. “E-Library News Alerts” and “e-Library Articles Alerts”: Through the initiative, CIRDAP staffs can read important & interesting news and current Articles related to RD & PA in open access journals.

<https://library.cirdap.org/>

CAL Newspaper Clippings: It is compressive online information services for researchers and experts interested in rural and poverty alleviation in Asia pacific region. **CAL E-Abstract:** This is the collection of articles from various journals on IRD and PA factors, along with articles available in websites, and open access journals. CAL E-Abstract circulates and uploaded in CIRDAP website and e-Library website quarterly.

CIRDAP InfoRD Portal: This is a knowledge repository of information on Integrated Rural Development of CMCs in particular, and in Asia Pacific region in General. Data, Videos and Best practices of CMCs placed here for knowledge sharing and learning. This is a collaborative portal and contribution flows from the member countries - **Info RD portal Link:** <http://inford.org>.



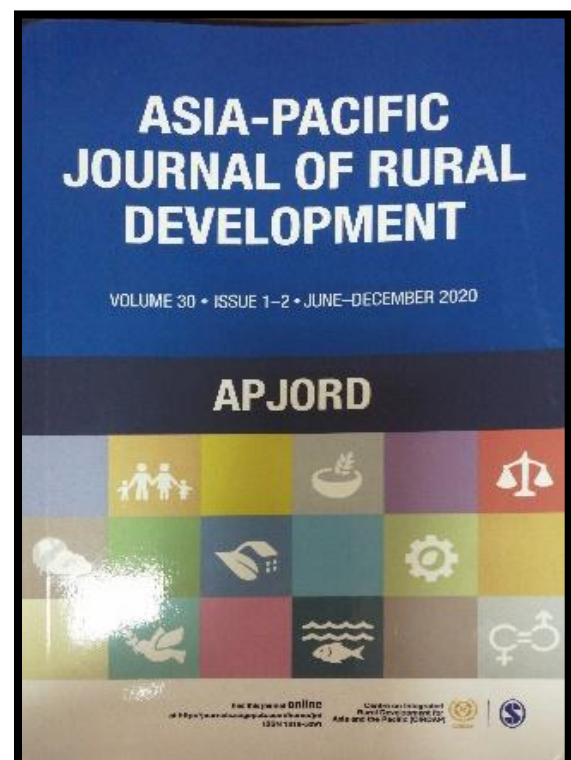
Knowledge sharing on COVID -19 pandemic: Regularly sharing latest COVID information and data's on COVID-19 and prepared CAL e-Abstract on COVID-19. The various resources on COVID-19 is available on the CIRDAP online platform. <https://cirdap.org/category/covid-19>

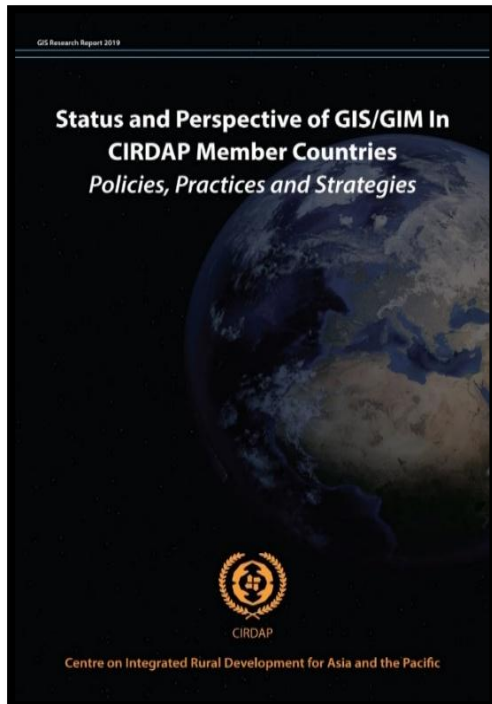
2020's PUBLICATIONS

Asia-Pacific Journal of Rural Development (APJORD)

In December 2020, the Volume number 30 (Issue 1 & 2) have been published jointly. CIRDAP has partnered with renowned global publisher SAGE Publisher to publish and distribute CIRDAP's flagship journal Asia-Pacific Journal of Rural Development worldwide. The first two issues of APJORD published by SAGE Publication were released on 15th August and 30th December, 2019. It is expected that more revenue will be generated from the sale of APJORD under the marketing umbrella of SAGE. Since 1991 CIRDAP has been publishing this journal.

Aspiring Story book: This is the Compilation of collecting aspiring stories in different fields of rural development from CMCs and published a compilation book before in every GC/EC Meeting.





E-Books Collection: CAL Collecting free e-books and other e-resources regularly; and disseminate information within CIRDAP staff.

Geographic Information System (GIS) research report 2019

In 2020, CIRDAP published the Geographic Information System (GIS) research report 2019. As a good platform in spatial technology tools, GIS has already created an enormous impact all over the world. In particular, it has a great potential to be the revolutionary technology to accelerate sustainable development in Asia and the Pacific Countries for integrated rural development. GIM/GIS is a proved platform for understanding earth features, planning

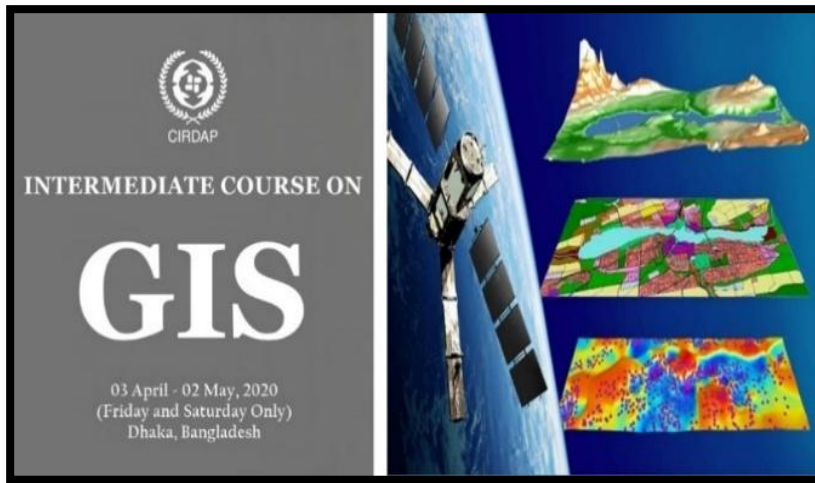
for resource optimization, generation of decision alternatives, real-time monitoring and a host of related work, which has great potential in effective planning, management, monitoring of development initiatives, and policy support measures across CIRDAP member countries (CMCs). This much-anticipated research paper is the compilation of policies and programs, data infrastructure, and structuring and best practices alternatives of GIS used by CMC's in Asia and the Pacific region.

Webinar report on International Disaster Risk Reduction

This publication is on the webinar titled “Expert Consultation on Building Earthquakes Resilient Communities and Societies for Bangladesh: Sharing Experiences and Lesson Learned from Earthquakes around the World”. And the webinar was organized on the day of International Day on Disaster Reduction (13th October, 2020). Centre on Integrated Rural Development for Asia and the Pacific (CIRDAP) in collaboration with Bangladesh University of Engineering and Technology (BUET), organized the webinar. Experts from Bangladesh, Thailand and U.S.A. joined this webinar to discuss this highly burning issue –Earthquake risks – and it's after effects on the planet and the general people on the world.



CIRDAP'S CENTRE ON GEOINFORMATICS APPLICATIONS FOR RURAL DEVELOPMENT (CCGARD)



CIRDAP Centre on Geo-Informatics Applications in Rural Development (CCGARD) is a state-of-the-art Geospatial Application Centre situated in the CIRDAP headquarters. The Centre is working to support the government of CIRDAP Member countries to use GIS

as a tool for informed decision making, better planning and management of resources to achieve socio-economic growth. Besides engaging in research, designing, modelling and application development of Geospatial Technology Applications for the rural development sector. CGARD aims to assimilate all the strengths of geospatial technology namely the GIS, Remote Sensing, Global Positioning System, ICT, and allied sectors, for potential application development for the rural development in emerging areas for scientific, optimum, productive, sustainable, environmental compliant, knowledge-based decision support, timely and need-based decision support, for faster development of rural areas and people.



Under CCGARD, CIRDAP offers a “Certificate Course on Geo-Informatics Applications/GIS and its Application” with technical support from National Institute of Rural Development and Panchayati

Raj (NIRD&PR), India for aspiring students and professionals who are interested to develop basic understanding of GIS and its application in different sectors.

PARTNERSHIP AND COOPERATION

MoU between CIRDAP and Bangladesh Biochar Initiative (BBI)



On 12th February, 2020, a Memorandum of Understanding (MoU) was signed between CIRDAP and Bangladesh Biochar Initiative (BBI). CIRDAP and BBI wish to work together in partnership to promote the production and the use of Biochar amongst poor, small farming community with the aim of improving soil fertility in Bangladesh. Former Director General (DG) CIRDAP Mr. Tevita G. Boseiwaqa Taginavulau and Secretary & CEO of BBI Mr. Mahbubul Islam signed this MoU on behalf of their respective organization.

The objective of this partnership was (i) Introducing Biochar production technology using eco-friendly stove to CIRDAP member countries; (ii) Facilitating promotion of Biochar production technology and its use in CIRDAP member countries; and (iii) Working together in any future mutually benefitting initiatives for the promotion of agriculture and Biochar technology especially for the poorest people in the Asia and the Pacific region.



MoU between CIRDAP and The International Land Coalition Asia (ILC Asia)

On June, 2020 by the initiative of Former DG Mr. Tevita G. Boseiwaqa Taginavulau CIRDAP entered into a partnership with the International Land Coalition Asia (ILC Asia). The purpose of this cooperation and partnership is to promote people centered land governance. The objective of this MoU is to have cooperation and partnership to scale-up best practices, formulate and develop programmers and projects to support land reform processes, and promote people centered land governance in the CIRDAP member countries.

ADMINISTRATION & FINANCE

ADMINISTRATION & CICC UNIT

CIRDAP Administration Unit provide administrative support to all units/divisions of the CIRDAP in achieving the objectives in an effective, efficient, and economic manner. The unit responsible for Administering the staffs, Human Resource Management, Legal activities, Protocol, Security, Safety, Space Management & Maintenance, Procurement, Store management, Transport management, services include supporting for arranging meetings of the CIRDAP Policy Bodies and implementation of the decisions. CICC unit manage the International conference centers, look after event and catering management and significantly supporting in CRDAP finance.

APPOINTMENT OF DIRECTOR GENERAL FOR 2020 – 2024 & OTHER RECRUITMENTS



The tenure of former Director General, CIRDAP, Mr. Tevita G.B. Taginavulau expired on 5th July 2020, which needed to extend till 9th September 2020. Due to the unavailability of international flight, new DG Dr. Cherdsak Virapat's joining delayed. A farewell programme was arranged to say good-bye to the Director General. Earlier in the 22nd Regular Meeting of CIRDAP Governing Council (GC-22) held in Sri Lanka on 11 October 2019. Dr. Cherdsak Virapat of Thailand was unanimously elected for the post of Director General, CIRDAP for 2020-2024.

For every new recruitment all administrative measures such as advertisement; scrutinizing & shortlisting the candidates; constitution of interview panel etc. in recruiting staff members. During Corona Pandemic Situation, arranged online & physical interview for candidates considering the safety issue.

INTERNSHIP PROGRAMME

During this year, Mr. Dewan Jamilur Rahman were completed Internship programme at CIRDAP under Communication Officer.

PERSONNEL ADVISORY COMMITTEE

During 2020, total 07 PAC meetings held to ensure transparency and compliance in Assessment and recruitment procedure. The Personnel Advisory Committee (PAC) constitute to advise the Director General regarding all appointment, promotion, renewal of tenure, separation/termination of the staff members and other HR related matters.

ORGANIZATIONAL STRUCTURE IMPLEMENTATION

CIRDAP started the implementation of the decisions under Revised Organizational Structure based on GC-22 endorsement following the GC-21 decision. Based on this Revised Organizational Structure Communication Officer, Director Research, Administrative Officer, Assistant Programme Officer (Research), Executive Assistant (Research), Finance Officer was recruited and the recruitment of Director, LKMD and Assistant Information Technology Officer (AITO) is under progress.

REPATRIATION

During 2020 repatriation of the former Director General, Strategic Programme Officer and Programme Officer (PPU) took place. Administration took all measures such as Covid-19 test, arrangement of DSA, Visa & Travel arrangement for the concerned along with shipment of the personal effects of ex Director General.

All fixed term and foreign staffs were separated with warm Farewell greetings.



Farewell of PO(PPU)



Farewell of SPO

CONTRACT & AGREEMENT WITH VENDORS

Following service contract/Agreement has done during 2020-

- Renewal of contract with Orion Security Services Limited on 1st July 2020;
- New contract with Guardian Life Insurance Limited and Non-renewal with Delta Life Limited from 15 July 2020;
- Non-renewal of contract with Armac for three outsourced cleaner from 1st August 2020;
- Renewal of Pest Control with Zero Pest on 1st July 2020;
- Contract with the landlord of DG residence;
- Corporate Contract with Hotel for Guest;
- Service contract with consultants for Projects.

COVID Contingency PLAN

- A Contingency Plan has been developed to cushion the effects of COVID-19 on the operation of the CIRDAP particularly on health, and financial implications. The Plan is subject to being revised depending on CIRDAP financial capacity particularly through the payments of annual contribution and revenue generated from the hiring of Conference Halls in the International Conference Centre. It was endorsed by the TC 35.
- The Contingency Plan includes the strategies, which is implemented, and which has a significant effect in the financial budget.

CIRDAP Auditorium and CICC



CIRDAP International Conference Centre (CICC) was established in January 2013 for national and international conferences, workshops and forums. The Centre has two conference halls with a seating capacity of 180 and 110 persons respectively and a dining hall with a seating capacity of 140 persons. It also caters for a Modern (ICT) Computer Lab and E-Library Room. In addition to these facilities, there is also an adjacent Auditorium building and a separate dining hall building with a seating capacity of 130 and 40 persons respectively.

Since there was no formal Operation Manual and Strategy to ensure proper management of CICC, CIRDAP Government Council (GC-21) in its meeting in Manila, Philippines in 2017 decided that a review on management of CICC be conducted to develop an appropriate organizational structure and processes in order to ensure proper management of CICC and ultimately increasing revenue. Finally, the review work completed and approved in GC 22. Due to COVID-19 pandemic, the center was closed for long, even though a good amount of revenue earned from there. From 114 programs, total revenue earned **USD \$ 129,519.14**.

FINANCE

Sources of Funds

- (i) **General Fund (GF)** - Regular contribution from the CMCs for the administrative and programme support budget;
- (ii) **Trust Fund (TF)** - Grants from the donor countries/agencies for programmatic activities ;
- (iii) **Regional Cooperation Fund (RCF)** - Voluntary Contribution of Member Countries for specific programme purposes; and
- (iv) **Corpus Fund (CF)** - Generated from Auditorium and Cafeteria income. Only interest earned is utilized for programme purposes.
- (v) **Working Capital Fund (WCF)** - The fund established by the Governing Council to finance budgetary appropriations pending receipt of Member's Contributions and for such other purposes as may be authorized.
- (vi) **Special Reserve Fund (SRF)** - Funded out of interest earned on investment of Trust Funds to finance projects for which funds cannot be arranged from other sources.
- (vii) **Depreciation Reserve Fund (DRF)** - Established for replacement of old furniture, equipment, vehicles, etc.

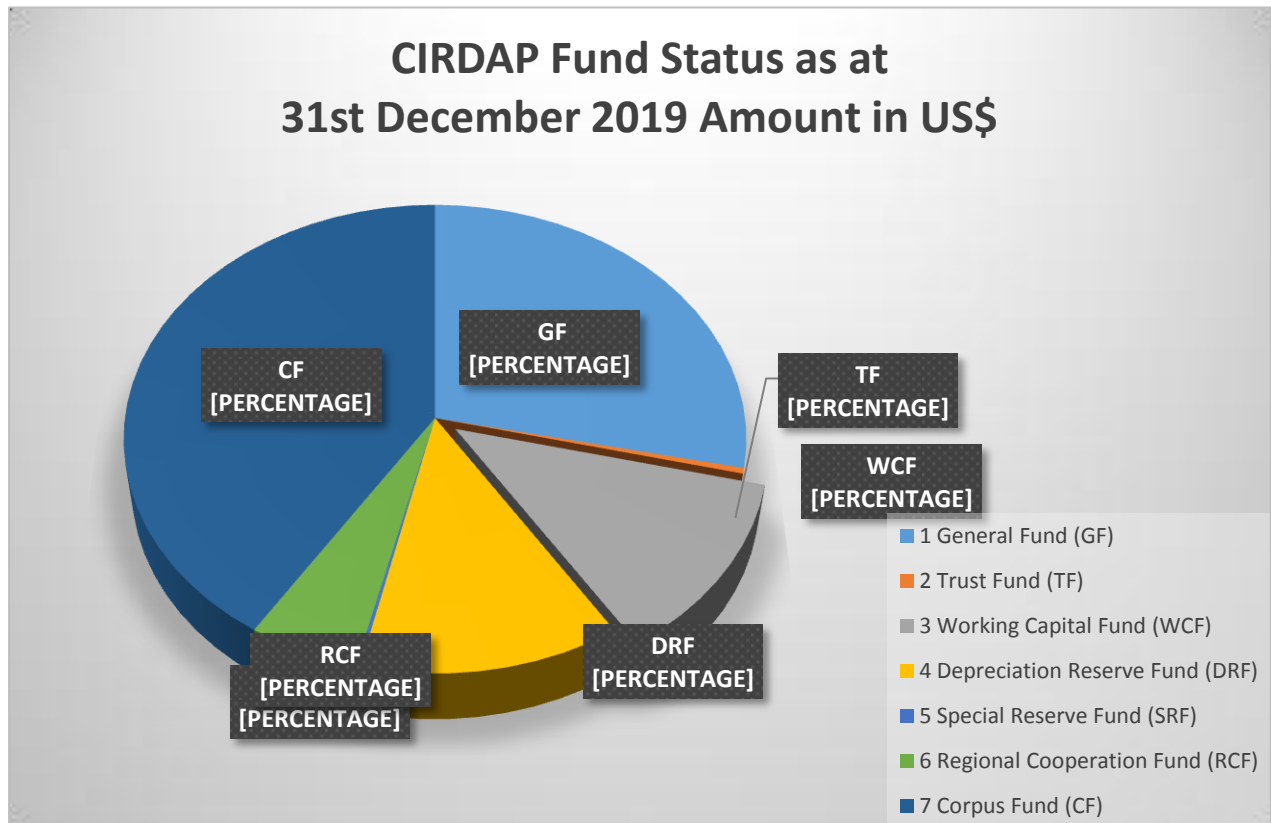
Audit of the Accounts

The audit for the Financial Statement of 20th Biennium (2018 and 2019) was conducted by Cooperative Auditing Department, Ministry of Agriculture and Cooperatives, Thailand. The auditor also expressed that *"The accompanying financial statements present fairly, in all material respects, the financial position of the CIRDAP as at December 31, 2019, and its financial performance for the Twenty Biennium ended December 31, 2019, in accordance with Thai Financial Reporting Standards."*

Fund Status

CIRDAP Fund Status as at 31st December 2019		
SL	Name of Fund	Amount in US\$
1	General Fund (GF)	\$ 301,936.68
2	Trust Fund (TF)	\$ 4,007.44
3	Working Capital Fund (WCF)	\$ 130,317.00

4	Depreciation Reserve Fund (DRF)	\$ 133,292.12
5	Special Reserve Fund (SRF)	\$ 2,229.12
6	Regional Cooperation Fund (RCF)	\$ 56,553.63
7	Corpus Fund (CF)	\$ 435,489.10
	TOTAL	\$ 1,063,825.09



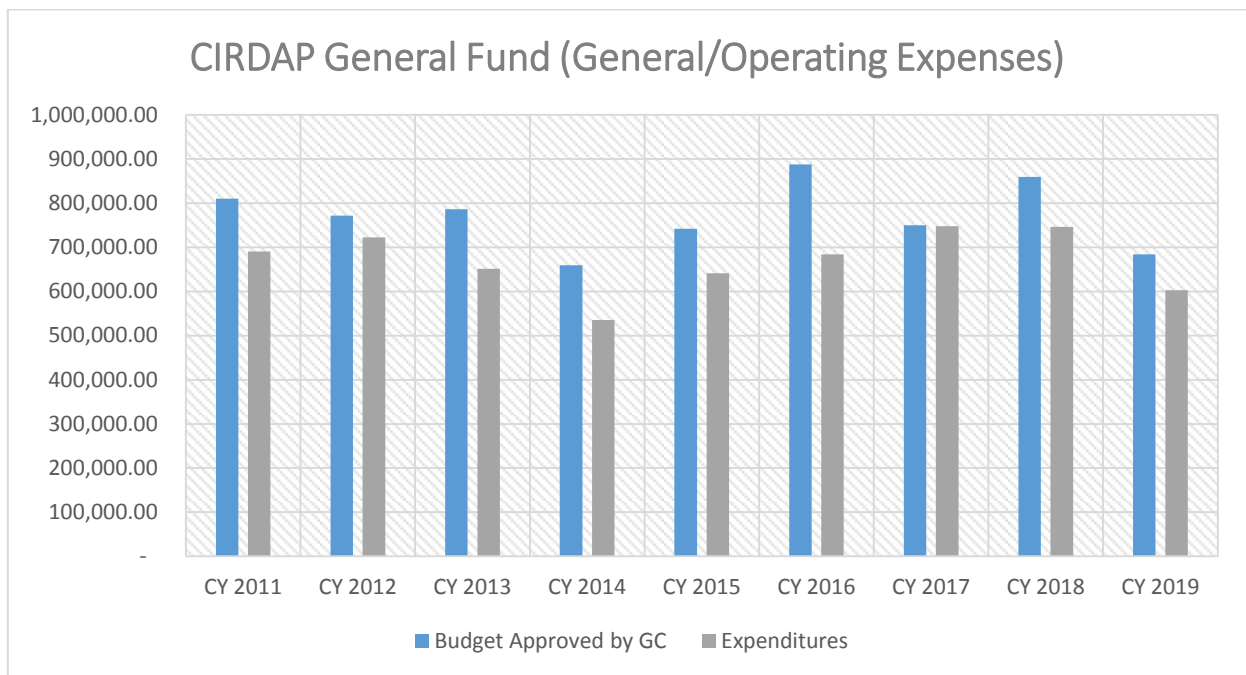
Operating Expenses

CIRDAP General Fund

General / Operating Expenses - Amount in \$USD

	Budget Approved by GC	Expenditures
CY 2011	810,568.00	690,967.00
CY 2012	771,811.00	722,698.00
CY 2013	786,220.00	651,151.00

CY 2014	659,570.00	535,085.00
CY 2015	742,256.00	641,389.00
CY 2016	888,012.00	683,742.00
CY 2017	750,327.00	748,077.00
CY 2018	859,431.00	746,431.00
CY 2019	684,057.00	602,599.00



FUND RAISING

Fund raising activities have been carried out through several project proposals development for the EU Horizon 2020 Calls. The results of the decision will be made in 2021. These are as follows:

(a) Making Information and communication infrastructure resilient to disasters and climate change for rural development in Asia and the Pacific (INFOCOM) – 3 yrs. (5 million Euros). This is to develop digitalization & communication & big data platform for Asia - Pacific region by linking 15 countries members of CIRDAP on integrated rural development, planning and decision support system on agriculture sector for governments and farmers, land use, water resources management, impacts of Covid-19, climate change and natural disasters, and migration, etc. on rural communities. CIRDAP is planning to develop revolutionary technology and to accelerate the sustainable development in Asia and the Pacific region. This is to build

resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation (SDG 9)

(b) The New Theory Agriculture under the Sufficiency Economy Philosophy for practical applications and sustainable quality of life and self-reliant agriculture development (NATEP) – 5 yrs. (0.6 million Euros)

The project aims at applications of the New Theory model under Sufficiency Economy Philosophy of the King Rama IX of Thailand for rural development in selected country members of CIRDAP.

(c) Biodiversity Recovery and Ecosystem Services with Seaweed Farming: A Versatile and Critical Link to the 2030 SDGs (SEATEC) – 4 yrs. (25 million Euros)

This is to conduct research on seaweed farming technology in about 10 countries in Asia and the Pacific region. The products obtained from seaweed farming can be used for human consumption and pharmaceutical products as well as being carbon sink and reducing of ocean acidification.

(d) Adaptive Management on Climate Change, Natural Disasters, Environmental Protection, Governance and Sustainable Development for Stakeholders Awareness and Resilience Learning in Asia-Pacific ((LEARN-TO-ADAPT) – 3 yrs. (5 million Euros)

This is to enabling citizens to act on climate change, for sustainable development and environmental protection through education, citizen science, observation initiatives, and civic engagement on issues relevant to integrated rural development focusing on building awareness and resilience on climate change, natural disasters, environmental protection, governance and sustainable development.

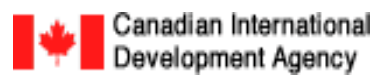
(e) Restoring Aquatic Biodiversity and Ecosystem Services for Sustainable Development of the Songkhram River Basin in the Lower Mekong Basin (RESTORE-SKRB) – 5 yrs. (25 million Euros)

This is to implement restoration of aquatic biodiversity and ecosystem services for sustainable development, to promote learning and sustainable used of natural resources in the Lower Mekong Basin of Thailand.

ANNEX 1: POLICY BODY PROFILE (MINISTRIES AND LINK INSTITUTES)

Governing Council (GC)	Executive Committee (EC)	Technical Committee (TC)
Minister, Ministry of Rural Rehabilitation and Development, Afghanistan	Deputy Minister (Programmes), Ministry of Rural Rehabilitation and Development, Afghanistan	Executive Director, Afghanistan Institute for Rural Development (AIRD), MRRD, Afghanistan
Minister, Ministry for Local Government, Rural Development and Cooperatives, Bangladesh	Secretary, Rural Development and Cooperative Division, Ministry of LGRD&C, Bangladesh	Director General, Bangladesh Academy for Rural Development (BARD), Bangladesh
Minister, Ministry of Rural and Maritime Development and National Disaster Management, Fiji	Permanent Secretary, Ministry of Rural and Maritime Development and National Disaster Management, Fiji	Permanent Secretary, Ministry of Rural and Maritime Development and National Disaster Management, Fiji
Minister, Ministry of Rural Development, India	Secretary, Ministry of Rural Development, India	Director General, National Institute of Rural Development and Panchayati Raj (NIRD&PR), India
Minister, Ministry of Home Affairs, Indonesia	Secretary General, Ministry of Home Affairs, Indonesia	Directorate General, Rural Governance, Ministry of Home Affairs, Indonesia
Minister, Ministry of Agriculture Jihad, Iran	Deputy Minister for Planning, Economic and International Affairs, Ministry of Agriculture Jihad, Iran	Director General, Agriculture Planning Economic and Rural Development Research Institute (APERDRI), Ministry of Agriculture-Jahad, Iran
Minister, Ministry for Agriculture and Forestry, Lao PDR	Vice Minister, Ministry of Agriculture & Forestry, Lao PDR	Director General, Department of Planning and Cooperation, Ministry of Agriculture and forestry, Lao PDR
Minister, Ministry of Rural and Regional Development, Malaysia	Secretary General, Ministry of Rural and Regional Development, Malaysia	Director, Institute for Rural Advancement (INFRA), Ministry of Rural and Regional Development, Malaysia
Union Minister, Ministry of Agriculture and Irrigation, Myanmar	Permanent Secretary, Ministry of Agriculture, Livestock and Irrigation, Myanmar	Director General, Department of Agricultural Planning, Ministry of Agriculture & Irrigation, Myanmar
Minister, Ministry for Federal Affairs and Local Development, Nepal	Secretary, Ministry of Federal Affairs and Local Development, Nepal	Executive Director, Local Development Training Academy (LDTA), Nepal
Prime Minister, (Minister In-charge of Establishment Division), Ministry of Establishment, Pakistan	Secretary, Establishment Division, Ministry of Establishment, Pakistan	Director General, Akhtar Hameed Khan National Centre for Rural, Development & Municipal Administration, Pakistan
Secretary, Department of Agrarian Reform, Philippines	Undersecretary, Support Services Office, Agrarian Reform Stakeholders Relation Office, DAR, Philippines	Director, Bureau of Agrarian Reform Beneficiaries Development (BARBD), DAR, Philippines
Minister, Ministry of Agriculture, Sri Lanka	Secretary, Ministry of Agriculture, Sri Lanka	Director, Hector Kobbekaduwa Agrarian Research and Training Institute (HARTI), Sri Lanka
Minister, Ministry of Agriculture and Cooperatives, Thailand	Permanent Secretary, Ministry of Agriculture & Cooperatives, Thailand	Secretary General, National FAO Committee, Ministry of Agriculture and Cooperatives, Thailand
Minister, Ministry for Agriculture and Rural Development, Vietnam	Vice Minister, Ministry of Agriculture and Rural Development, Vietnam	Director General, International Cooperation Department Ministry of Agriculture, Vietnam

ANNEX — 2: DEVELOPMENT PARTNERS



ANNEX 3: CIRDAP STAFF PROFILE

CIRDAP PROFESSIONAL AND GENERAL SERVICE STAFF MEMBERS IN 2020

Name	Designation	Joining Date	Separation Date
Mr. Tevita Gadrulevu Boseiwaqa Taginavulau	Director General	06.07.2016	10.09.2020
Dr. Cherdsak Virapat	Director General	10.09.2020	
Dr. Mohammed Helal Uddin	Director Research	01.01.2020	
Ms. Elora Sharmeen	Programme Officer (Training)	19.07.2017	19.07.2020
Mr. F.A.M Zakirul Huq	Administrative Officer	01.03.2018	
Ms. Hurain Jannat	Communication Officer	01.12.2019	
Mr. Shishir Gobinda Saha	Assistant Finance Officer	15.12.2016	
Dr. Usharani Boruah	Librarian	10.07.2007	
Ms. Farhana Yasmin	Assistant Programme Officer (Training)	26.02.2017	26.05.2020
Ms. Bindia Nag	Assistant Programme Officer (Research)	25.11.2020	
Mr. Deba Datta Chakma	Assistant Administrative Officer (Procurement & Supply Chain)	17.06.2010	
Ms. Najma Yeasmin	Assistant Administrative Officer (HR)	02.10.2011	
Mr. Minhazul Bari Ahmed	Secretary (ICD)	01.01.1995	
Ms. Aparna Roy	Secretary (Admin. & Finance)	14.08.2016	14.08.2020
Mr. Haripada Bhowmik	Clerk/Typist	15.09.1996	
Ms. Tahsina Tabassum Sajuti	Executive Assistant (Research)	01.12.2020	
Mr. Md. Mustafa Kamal	Typist	01.01.2004	01.07.2020
Mr. Shankar Chandra Das	Technical Operator	18.08.1980	
Mr. Md. Manzoor	Driver	01.01.2004	01.05.2020
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	07.08.2012	
Mr. Bishu Chandra Das	Technical Operator	01.06.1992	
Mr. Kazi Sharif Ahmed	Messenger	01.07.1998	
Mr. Md. Jahangir Alam	Bearer-Cook	01.05.2000	
Mr. Md. Abdur Rahman Molla	Gardener	17.10.2007	
Mr. Arun Chandra Das	Janitor	07.08.2012	
Mr. Md. Delwar Hossain	Janitor	07.08.2012	
Mr. Martin Does	Watchman	07.08.2012	

CIRDAP SHORT TERM STAFF MEMBERS IN 2020

Following staffs were recruited time to time to assist on various position and to provide support to works

Name	Designation	Joining Date	Separation Date
Mr. Arulappu George Chandra Babu	Programme Officer (PPU)	22.01.2018	01.12.2020
Mr. Tomasi Vasulailai Raiyawa	Strategic Programme Officer	31.07.2017	01.01.2021
Mr. Md. Zakaria	Special Programme Officer	05.02.2018	16.03.2020
Mr. Mohd Shanawaz Kashif	Project Scientist	06.01.2019	06.07.2020
Mr. Shahariar Haque	Supervisor (CICC & Auditorium)	03.05.2016	03.05.2020
Ms. Salma Hossain	Senior Secretary	10.10.2018	10.04.2020
Mr. Saiful Islam	Medical Consultant (Part- Time)	02.07.2006	
Ms. Rafia Islam	Executive Assistant	24.08.2017	10.09.2020
Md Al- Amin	Executive Assistant (CICC & Auditorium)	14.03.2018	23.03.2020
Mr. Badhan Saha Setu	ICT Assistant	03.05.2018	03.05.2020
Mr, Md. Rezwanul Haque	Assistant Librarian	13.05.2018	18.05.2020
Ms. Najiba Rashid	Executive Assistant (Pilot Projects)	21.06.2018	01.04.2020
Ms. Mahjabin Monika	Programme Assistant (Training)	01.07.2018	01.06.2020
Ms. Sadia Afroz	Executive Assistant (HR)	01.07.2018	01.07.2020

Ms. Nawrin Khan Nijhum	Research Assistant	21.10.2018	21.03.2020
Mr. Monir Hossain	Electrician	01.09.2005	01.07.2020
Mr. Muhammad Ibrahim Shah	Research Associate	15.03.2020	16.11.2020
Mr. Hasan Ahamed	Research Associate	15.03.2020	01.12.2020
Ms. Sadia Afreen Proma	Research Associate	15.03.2020	16.12.2020
Md. Roman Khan	Bearer	01.07.2013	01.07.2020
Hafez Md. Ataur Rahman	Imam	11.08.2013	
Mr. Md. Raju Ahmed	Cook	20.11.2016	20.05.2020
Ms. Anuva Azim	Maid (DG's Residence)	18.07.2019	06.09.2020

SEPARATION OF STAFF MEMBERS

Following staff members were separated from CIRDAP during 2020:

Category	Name	Designation
Professional	Mr. Tevita G. B. Taginavulau,	Director General
	Mr. Arulappu George Chandra Babu	Programme Officer (Research)
	Ms. Elora Sharmeen	Programme Officer (Training)
General Service Fixed Term	Ms. Farhana Yasmin	Assistant Programme Officer (Training)
	Ms. Aparna Roy	Secretary, Admin. & Finance
	Mr. Md. Mustafa Kamal	Typist
	Mr. Md. Manzoor	Driver
Short Term	Mr. Tomasi V. Raiyawa	Strategic Programme Officer
	Mr. Arulappu George Chandra Babu	Programme Officer (PPU)
	Mr. Md. Zakaria	Special Programme Officer
	Mr. Md. Al-Amin	Executive Assistant (CICC & Aud)
	Ms. Nawrin Khan Nijhum	Research Assistant
	Ms. Salma Hossain	Sr. Secretary, DG
	Ms. Najiba Rashid	Executive Assistant (PPU)
	Mr. Md. Shahariar Haque	Supervisor, CICC & Aud
	Mr. Md. Badhan Saha Setu	ICT Assistant
	Mr. Md. Rezwanul Haqu	Assistant Librarian
	Mr. Md. Raju Ahmed	Cook
	Ms. Mahjabin Monika	Programme Assistant (Training)
	Ms. Rafia Islam	Executive Officer (DGO)
	Ms. Sadia Afroz,	Executive Assistant (HR)

	Mr. Mohd Shahnawaz Kashif	Project Scientist
	Mr. Hasan Ahamed,	Research Associate
	Ms. Sadia Afreen Proma,	Research Associate
	Mr. Muhammad Irahim Shah	Research Associate
	Mr. Md. Roman Khan	Bearer
	Mr. Md. Monir Hossain	Electrician
	Ms. Anuva Azim	Maid (DG's Residence)



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