

CIRDAP ANNUAL REPORT 2019



**Centre on Integrated Rural Development
for Asia and the Pacific**



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Message From the Director General

The year 2019 is an achievement and growth year for CIRDAP in terms of its visibility, relevance and programme activities to its member countries. The Strategic Plan 2018 – 2022 has basically provided the direction and platform for this achievement.

For the first time ever, we organised a National Coordinators' Workshop in BARD, Bangladesh from 11-13 March, 2019 which was a tremendous success for the Centre as the 15 member countries were represented. The year 2019 was also the year of strengthening Partnership, networking and collaboration with our international and regional partners like FAO, APO, KLRI, SAARC, International Land Coalition and ANGOC, amongst others. Similarly, we were able to strengthen our collaboration with our Contact Ministries and their Rural Development Link Institutes and other development partners through regular communication and collaborative programmes.

We 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. The revision and enforcement of Staff Rules, Operation Manual and the implementation of Staff Capacity Building Programmes helped established a professional work environment that promotes productivity in terms of the achievement of Outputs, such as the increase in revenue particularly from CICC.

The above changes through various initiatives have contributed to the significant increase in programme activities from 2018 – 2019 by 53 percent.

Finally, I would like to thank all Policy Bodies Members, our Development Partners, the CIRDAP Staff and all those who supported CIRDAP for its success in the year, 2019.

Tevita G. Boseiwaqa Taginavulau
Director General

Director General Office

The Director General's Office is responsible for the following:

- Policy & Strategic Direction
- Networking with Link Ministries & Contact Link Institute
- Facilitating Policy Body meetings
- Engaging Development Partners



Strategic Directions

VISION

CIRDAP - 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 rural people. In pursuing this mission:

- **We shall strengthen collaboration with our link ministries, link institutions, development partners, private sectors and other stakeholders**
- **We shall adopt State of the Art Information and Communication Technology**
- **We shall commit to mobilise resources;**
- **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 of 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-economics status, gender physical challenges in all activities**
- **Resilience– The ability to anticipate and manage challenges to sustain continuous progress**

Strategic Goals

GOAL 1

(Policy Dimension)

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

(Institutional Dimension)

Reposition CIRDAP Secretariat in order to effectively carry out its mandated roles.

GOAL 3

(Programme Dimension)

Enhance CIRDAP visibility and relevance according to CMCs expectations.

Focus Areas & Target Groups

- ★ Sustainable Development and Efficient Use of Natural Resources
- ★ Livelihoods
- ★ Access to Basic Services
- ★ Climate Change and Impacts\
- ★ Governance
- ★ Management of Rural Areas in Transition

- ★ Vulnerable communities
- ★ Subsistence farmers and labourers in rural areas
- ★ Micro, Small and Medium
- ★ Entrepreneurs in Rural Areas

Policy Body Meetings 2019



Governing Council (GC-22) delegates in Colombo, Sri Lanka

GOVERNING COUNCIL (GC-22) MEETING

The Twenty-Second of the CIRDAP Governing Council Meeting (GC-22) was held on 11th October 2019 in Colombo, Sri Lanka.

The Chief Guest H.E Karu Jayasurya, Speaker of the Parliament, Government of Sri Lanka emphasised on importance of regional cooperation and reiterated the commitment of Government of Sri Lanka towards CIRDAP and its member countries. In this meeting, the GC members endorsed the converging of a TC Virtual meeting opening a new chapter in the history of CIRDAP.



Executive Committee (EC-22) delegates in Colombo, Sri Lanka

EXECUTIVE COMMITTEE (EC-22)

Before the GC-22 meeting, the Thirty-Second executive committee (EC-32) meeting held on 8 and 9th October, 2019 in Colombo, Sri Lanka. Members of EC-32 reviewed the activities of CIRDAP and made recommendations to Governing Council. They also provide guidance to Director General (DG) of the Centre on the implementation of the policy and decisions of the Governing council (GC).



Technical Committee delegates met in NIRD& PR, India

TECHNICAL COMMITTEE (TC- 34)

The thirty fourth CIRDAP Technical Committee (TC – 34) meeting was held on the 27th-28th June, 2019 at the National Institute of Rural Development and Panchayati Raj (NIRD&PR) in Hyderabad, India.

The opening address of Chief Guest H.E Shri Narendra Singh Tomar, Honorable Union Minister; Ministry of Rural Development, Agriculture and Farmer's welfare and Panchayati Raj, Government of India was delivered by Dr. W.R Reddy, Director General of NIRD&PR.

Decisions of The Twenty-Second Governing Council Meeting: Sri Lanka (Colombo), October 2019



On the 11th October, 2019, the CIRDAP Governing Council held its 22nd meeting in Colombo, Sri Lanka.

A number of recommendations from the Executive Council tabled at the meeting were approved.

Some of them were:

- Director General's Report covering a span of 3 years during his tenure from 2017-2019
- Current Status Report on the Implementation of GC-21 Decisions. One of them the introduction of Focal Point Officers
- The Thirty Third and Thirty Fourth Technical Committee (TC-33 & TC-34) Reports. These reports included the selection criteria of a woman representative to the selection panel of DG appointments; Resource Mobilization Strategy; CIRDAP IRD Expert selection criteria
- Auditors' Report for the 19th Biennium 2016-2017 and Auditor's Report 2019
- Status Report on Programme and Budget for the 20th Biennium 2018-2019
- Proposed Programmes and Budget for the 21st Biennium (2020-2021)
- Review of the Organisational Structure
- Review of CIRDAP Staff Rules & Staff Benefits. This was referred back to the Technical Committee (TC)
- Review of Term Service Award. This was to be considered as Gratuity and subject for further discussion at the TC Virtual Meeting
- Review of the CIRDAP International Conference Centre (CICC) Management
- Proposed Increased of Annual Membership Contribution. This agenda was referred back to the TC
- Outcomes of the 'International Forum on Inclusive Innovations for Development Impacts 2019'
- Draft Terms of Reference (TOR) for Four—year Evaluation of CI(RDAP
- Proposed CIRDAP Development Partners
- Appointment of CIRDAP IRD Expert
- Draft Rural Development Report 2019 on 'Waste to Wealth: Post Harvest Food Loss from Farm Gate to Market'
- Proposed Thematic Topics for Rural Development Report 2021
- Proposed Venue of the next GC and EC meetings in 2022
- Appointment of the Director General for 2020-2024

Important Events 2019

CIRDAP organized a workshop for Focal Points who are officers from CIRDAP contact ministries of the 15 member countries. The objective of the workshop was to provide better understanding of CIRDAP system and processes; to plan and propose CIRDAP biannual programme 2020-2021 for the Policy bodies (Governing Council, Executive Committee, and Technical Committee). The workshop was held in Cumilla, Bangladesh from the 10th-13th March, 2019.

National Coordinator Workshop in BARD



CIRDAP CMCs Focal Points with DG CIRDAP at BARD

International Forum for Inclusive Innovations for Development Impacts, Philippines



The Department of Agrarian Reform (DAR) of Government of Philippines jointly organized with CIRDAP an 'International Forum for Inclusive Innovations'. Selected experts, government and private sector leaders and stakeholders attended. Included also were potential member countries such as the Government of Solomon Island and potential partners like Rural Invest Division of FAO HQ from Rome. The international Forum was held on 24th-26th September, 2019 at the Seda North Vertis North Hotel, in Quezon City, Philippines. The Secretary for the Department of Agrarian Reforms, Hon. John Castricones is seen here opening the Policy Dialogue. On his right is the Director General, CIRDAP Mr Tevita Taginavulau with members of the Forum.

40th Years Celebration of CIRDAP Establishment, July 2019



Mr. Tazul Islam, MP, Honorable Minister of the Local Government and Rural Development and Cooperatives (LGRD&C) of the Government of Bangladesh arriving at CIRDAP. He is seen meeting the Director General, Mr. Tevita GB. Taginavulau. He was Chief Guest to the 40th Years of CIRDAP Establishment. On the right is the inauguration of the celebration and the cutting of CIRDAP 40th Birthday cake



Forming Partnership



Mr Robert Simpson, FAO Rep Bangladesh in BARD



Project Officer George Babu with SAARC Officials



Director CIRDAP attending Policy Dialogue in the Philippines



DG CIRDAP meeting the Speaker of the House in Sri Lanka



DG Mr Taginavulau attending Symposium on Climate Change at NIRD&PR, INDIA during the TC-34 meeting in June



Honouring the Philippines Ambassador Bangladesh



Minister of Agriculture, Sri Lanka with EC-32 delegates



DG AHKC, Pakistan Mr Isar Khan presenting in the Focal Point workshop in March, 2019

Major Activities and Achievements

The major activities and achievement undertaken by CIRDAP Secretariat were aligned towards the implementation of the Governing Council and Technical Committee Decisions and achieving Outputs from the 2018 and 2019 Annual Corporate Plan (ACP), which were developed from Strategic Plan 2018 -2021. In this regard, the following are notable major achievements in the last two years (October 2017 – September 2019):

- **Implementation of the Strategic Plan and revised Operation Manual**

The GC 21 approved the Strategic Plan which has been operationalised through the formulation and implementation of the 2018 and 2019 ACPs, Divisional Business Plans and Individual Work Plans. These have contributed immensely to the increase in program activities in 2018 and 2019. Likewise, CIRDAP Operation has also been governed by the new and/or amended provisions in the Operation Manual.

- **Establishment of CIRDAP Sub Centres or Representations**

CIRDAPs Agreement for the Establishment of a Centre on Integrated Rural Development for Asia and Pacific Article J (h) stipulates the establishment of the Sub-regional offices or representation which are considered necessary to fulfil the objectives and functions of the Centre. This is further support by GC -21 through its decision that "member countries are encouraged to set up CIRDAP 'sub-Centres in their own countries"

In addition to India, the government of Bangladesh through CIRDAP Contact Ministry has formalised the establishment of the sub Centre at BARD.

Furthermore, all 15 member countries have formalised their representations through the appointment of their Focal Point Officer. Their first ever workshop was conducted from 10-13 March in BARD, Bangladesh to brief them about CIRDAP and to draw up a proposed Biennial Program in 2020-2021 and reconfirm the 2019 Program Activities.

- **Review of Organisational Structure**

This review has been completed and is currently implementing the recommendations based on priorities. The details are in Agenda 8.

- **Sound Financial Management**

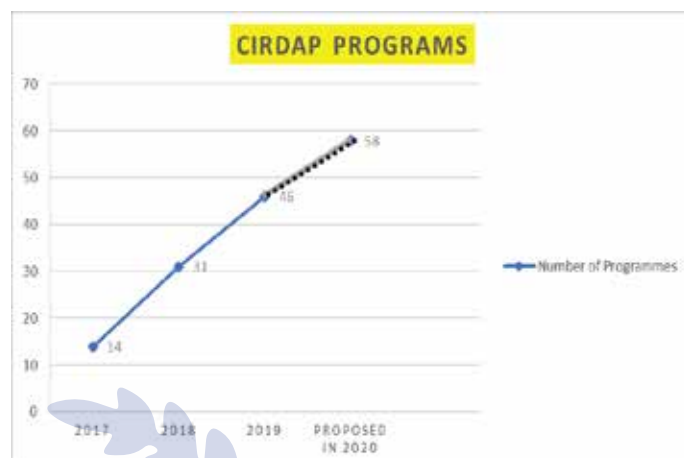
The Auditors in the consolidated Audit Reports 2016-2017 has certified that "According to CIRDAP Operations Manual, Financial Management and Accounts, Section ii, and subsequent CIRADP Governing Council decision accounts for the CIRDAP have been established and maintained in accordance with Generally Accepted Accounting Principles (GAAP) and CIRDAP's financial regulation".

The Secretariat has implemented the recommendations in terms of ... which contributed to the sound management of finance. The 2018 Audit is currently in progress and expected to be completed by second week of September 2019 and their report will be tabled in this EC meeting.

- **Program Activities**

The number of programmes of CIRDAP has increased significantly since 2017, the total number of CIRDAP programmes including training and research in 2017

were 14 and the number doubled in 2018 with the increase of programmes up to 31. This increase in the program activities has been possible due to better mobilisation of financial, human and physical resources, strengthening of CIRDAP Secretariat and reinforcing collaboration with development partners.



Challenges and Way Forward

Staffing

CIRDAP need to strengthen the professional cadre by filling of vacant positions with competent staff.

Strategic Positioning of CIRDAP

CIRDAP needs to strategically position itself with a clear mission. In view of this, Resources Mobilisation Strategy and Communication Strategy have been developed should strategically position CIRDAP to be more relevant and visible to its member countries.

Demand for program activities outweighs funding provisions

CIRDAP Secretariat has been restricted to cater for all activities required to promote regional cooperation and meeting member countries' in country programs.


Inadequate Annual Membership Contribution

CIRDAP Secretariat has been severely affected in terms of staffing and operations due to inadequate funding from its major source: Annual Membership Contribution. Despite the increase in the operational cost and inflation, CIRDAP annual Membership Contribution has not been increased since 2000; a period of 19 years.

Resistance towards Reform

The Strategic Plan 2018–2022 has set the platform for various reforms to be undertaken at the policy, Secretariat and Programme management levels. As expected, in any Institution Reform Initiative, there is bound to be resistance particularly by staff who are very comfortable with the 'old order'.

With the enforcement of Rules and Operation Manual, some staff Contract were not renewed, hence prompting them to spread false allegations through on the media to tarnish the image of CIRDAP and maligned its senior management. This approach has been a tradition for disgruntled serving or former Staff over the years and under various DGs. A response to their allegations has been circulated to policy body members.



Whole Tuber
Farmer Practice

**Research
&
Pilot Projects**

Cut Tuber
Farmer Practice

**BARI Alu-25
(Astarix)**

Research & Pilot Projects Activities 2019

| Name of the Research Programmes | Focus Area | Research Partners | Outcome |
|---|------------------------------------|-------------------------------------|--|
| Food Waste to Wealth : <i>Postharvest Loss from Farm Gate to Market</i> (RDR-2019) | Livelihoods/ Farmers | In-house | Report published and launched in NIRD& PR, INDIA |
| Status of Most Marginalized Rural people in CMCs | Livelihoods/ Marginalized | In-house | On-going |
| Disability Inclusion in Rural Development in the Asia-Pacific | Livelihoods/ physically challenged | CDD and CIRDAP | Complete |
| Marginalized Rural: Land, Spirituality and Well being | Livelihoods | In-house | On-going |
| Pilot Projects | Focus Area | Research Partners | |
| Small Scale Food Processing technologies for small holder farmers in rural area | Livelihoods - MSMEs | SDF | On-going |
| Replication of Food-Dryer Technology | Livelihoods/ General | Department of Agriculture Sri Lanka | Complete |
| Improved technologies for cultivation of vegetables, potato and mushroom for higher yield | Livelihoods/ Small holder Farmers | In-house and BARD | Demonstrated |
| Analysis of the Development of the Cox's Bazar District Development Plan | Livelihood | FAO | Complete |

LAL TEER DAY CELEBRATION



The Celebration of Lal Teer Day on the 18th January, 2019 in Bashon, Gazipur was organised to show case the products of Lal Teer Seed Limited and to show **their seed testing and packing facility**. This is the largest Seed Company in the private sector of Bangladesh since 1995. Lal Teer Seed have either developed or introduced high yielding, disease tolerance varieties of different varieties of vegetable.

WORKSHOP on HINDU KUSH HIMALAYAN (HKH)



A workshop on **Hindu Kush Himalayan (HKH) Assessment for Mountains, Climate Change, And Sustainability & People in Dhaka** was held on the 24th October, 2019. Bangladesh Created a multi-stakeholder platforms by sharing the key findings of the HKH Assessment report. Mr. Eklabya Sharma, Deputy Director General, ICIMOD presented the HKH Assessment report and its key findings. The workshop was inaugurated by the Hon. Minister Mr. Bir Bahadur Ushwe Sing, Ministry of Chittagong Hill Tracts Affairs and chaired by Mr. NBK Tripura, Chairman for Chittagong Hill Tracts Development Board.

Potato & Mushroom Cultivation



There was a clear difference in growth, development and yield between improved planting and traditional way of planting.

Improved way of planting showed better growth and development and gave the highest yield.



MULTI COMMODITY SOLAR TUNNEL DRYER (MCST), SRI LANKA



A Multi Commodity Solar Tunnel Dryer (MCSTD) developed by PhilMech, was introduced to Bangladesh in 2018 with the technical assistance from an engineer from Phil Mech. Realizing the importance of minimizing the food loss, Department of Agriculture of Sri Lanka requested CIRDAP to introduce a simple, cost effective dryer for vegetable drying. Below is the work on the construction of the Solar tunnel Dryer.



TRAINING ON SAFE & SUSTAINABLE VEGETABLE VALUE CHAIN DEVELOPMENT

A Training on Safe and Sustainable Vegetable Value Chain Development in Asia was held in Peradeniya, Sri Lanka from the 28th July to 1st August, 2019.

The programme was to promote innovative practices on Agriculture Value Chain Development in South Asia.

The participants were shown how different vegetable value chain/ collection centres are practically applied in Sri Lanka. The training programme was a joint venture of the Ministry of Agriculture, Sri Lanka and CIRDAP.



Training Programs 2019

The theme/issues covered in the year of 2019 were as follows:

- Geographic Information System (GIS), ICT for Development,
- Waste to Wealth,
- 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,
- Social Audit and Good Governance.

Brief Analysis Of Training Programmes 2019

These following member countries have also committed to fund fully or partially fund International Training Programs and/or International Rural Developed Forums in 2019.

International and In-country Training.

There were 31 training programmes held from October 2017 to March, 2019, where 680 participants from 15 member countries attended. Out of the 31 programmes:

- 15 programmes were International Training Programme,
- 5 programmes were International Exposure Visit and
- 11 programmes were in country training programmes.

Internship Programme

CIRDAP Secretariat also organised internship programmes for three Indian students under Post Graduate Diploma in Rural Development Management (PGDRDM) offered by National Institute of Rural Development and Panchayati Raj (NIRD&PR).

The basic premise of 'Internship Programme' is to build individual's research capability and strengthen academic pursuits, in turn, it will build institutional capabilities.

The internees will conduct research study and prepare report and share experiences on critical aspects of poverty alleviation and Rural Development.

The internship programme is directed towards young officers from Member countries for three months attachment at CIRDAP Secretariat.

The Salary will be borne by the respective country whilst CIRDAP will provide travel cost and local hospitality. This programme is funded under the Regional Cooperation Fund (RCF).

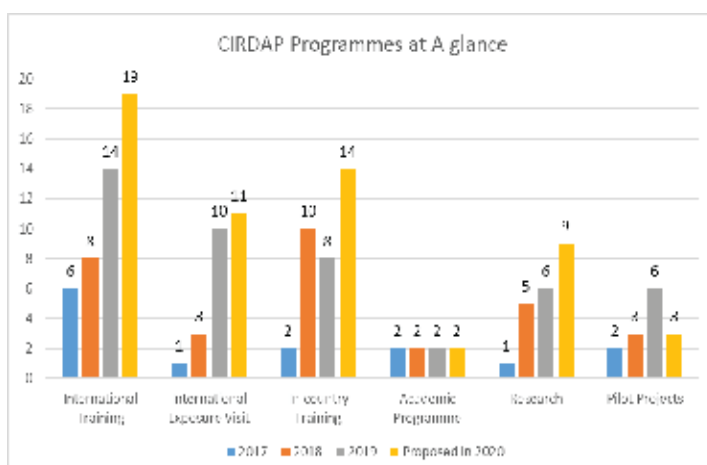
Several member countries are not taking the opportunity provided by this programme and hereby encouraged to take this opportunity to their young officers.

Post Graduate Diploma in Rural Development Management (PGDRDM)

This programme is sponsored by the Ministry of Rural Development (MoRD), Government of India and conducted by the National Institute of Rural Development and Panchayati Raj (NIRD&PR), Hyderabad, India.

Of each batch under the programme, 5 are allocated to CIRDAP for the member countries. For the period 2017 and 2018, 10 students have benefitted from member countries from this programme.

| Coun-tries | Name of Programs | Number of Pro-grams |
|--------------|--|---------------------|
| India | CIRDAP – NIRD&PR International Training Programme on <ul style="list-style-type: none"> • Social Audit in Rural Development • Food Waste to Wealth- Post Harvest to Market, Vietnam • Geo-Spatial Information Management in Rural Development • Decentralized Governance and Delivery of Services- Way to Good Governance • 20 Slots in Indian Technical and Economic Cooperation (ITEC) Fellow ship Programme • 5 Slots in Post Graduate Diploma in Rural Development and Management (PGDRDM) | 06 |
| Philip-pines | International Experts Forum on Farmer-Farm-Food in the Future: Defining Pathways and Opportunities for Regional Collaborative Partnership | 01 |
| Malaysia | International Training cum Exposure visit Programme on Rural Tourism through Homestay | 01 |
| Thailand | Sufficiency Economy Philosophy and One Tambon One Product (OTOP) Programme | 01 |
| Bangla-desh | International Training workshop for CMCs Focal Points | 01 |



International Trainings & Commitments 2019



Rural Tourism through Homestay, MALAYSIA



Food Waste to Wealth Post-Harvest to Market, VIETNAM



Geo Spatial Information Management, CIRDAP



Geo Spatial Information Management, NIRD & PR, INDIA



Decentralised Governance and Delivery of Services, NIRD & PR, INDIA



Int. Policy Dialogue on Inclusive Innovations for Development Impacts, PHILIPPINES



Training on Management of Rural Employment Poverty Eradication, IRAN



Intel. Conference in Capacity Building, LDTA, NEPAL

The background of the slide is a photograph of a large, multi-story red building with a prominent gabled roof and white-trimmed windows. In the foreground, there is a brick pillar with a blue sign that reads 'Kementerian Pertanian' and 'KIRDAK'. The area is decorated with colorful bunting and streamers. The entire image is overlaid with a semi-transparent pink filter.

Information & Communication

The Information and Communication Division (ICD) of CIRDAP strengthened its role as the focal point of knowledge generation and information dissemination.

In 2019, the Division produced various publications, redesigned, developed CIRDAP website, 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 Library: Training and Workshops & Opening of e-Library

“Library in the Age of Internet”

- National Seminar

On 23 February 2019, CIRDAP organized a National Seminar highlighting "The National Library Day" on "the importance of library in the age of internet" in collaboration with the BALID.



CIRDAP Library with technical support from BALID organized the first Training on “Institutional Repository Software D-Space” on 26-27 July 2019 in Dhaka, Bangladesh. The training was designed for students and professionals who wanted to make the best use of the D-Space in their professional (library & information center) fields.



Participants attending the BALID/CIRDAP workshop on library

Aziz-ul Haq Library

From the day of its inception, CIRDAP's Aziz-ul-Haq Library provided loads of opportunity to acquire knowledge through numerous collection of sources of information, resources, books, research articles, journals to aspiring reader, students, researcher, and others. It is one of the finest special libraries in the country, which was established in 1980. The library was named after Aziz-ul-Haq; the founder Director of CIRDAP.



Old pictures of the CIRDAP Aziz-ul-Haq library



Inside the Aziz-ul-Haq library



Stocks of books in the Aziz-ul-Haq library

Library Transformation



Pictures 1-5 are the illustrations of the work carried out at the new site for the e-Library



One big achievements of CIRDAP is the construction of it e-library opened by the Minister of Local Government Rural Development and Cooperative Division of Bangladesh, Hon. Mr Tazul Islam



GIS & Publications

The **Geospatial Information Management (GIM)** is proving as a very powerful spatial technology tool 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 disaster management.

The system has already created an enormous impact on virtually every field of activity that requires management and analysis of spatially distributed data. In particular, it has great potential to be the revolutionary technology to accelerate the sustainable development in the Asia and the Pacific Countries.

Some countries in the region have significantly progressed in this direction, but others are yet to take off. This training is being organized to share smart and best approaches of GIM field, and strengthening capacity in member countries to the other CIRDAP member countries.

Pictures below on the top right are from a Training workshop on **Geospatial Information Management in Rural Development** sponsored by the National Institute of Rural Development 7 Panchyat Raj, Hyderabad, India (NIRD&PR) in collaboration with CIRDAP Collaborative International Training Programme from the 19th -28th March, 2019.



Centre on Geo-Informatics Applications for Rural Development (CGARD)

A Centre on Geoinformatics Applications for Rural Development (CGARD) at CIRDAP conducted a Basic Certificate Course on GIS and its Applications from 15 November - 14 December, 2019 at the GIS Lab, CIRDAP, Dhaka, Bangladesh. Seventeen participants from different background attended the training sessions and gained knowledge and skills in the application of GIS and remote sensing tools and techniques. The objective of the course was to develop an understanding and competence in, Geo spatial technology.

- Analyze Geo-information problems encountered in professional domain and develop, apply the appropriate methods for studying and/or solving the problems
- Learn different technologies for collecting, acquiring and verifying spatial data
- Different Technology to generate, integrates, analyze and visualize spatial data
- Apply practical skills by working on international standard projects

CIRDAP Publications

CIRDAP has partnered with renowned global publisher SAGE Publisher to publish and distribute CIRDAP's flagship Journal Asia-Pacific Journal of Rural Development (APJORD) worldwide. The first two issues of APJORD published by SAGE Publication were released on 15th August and 30th



Administration & 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.
 - Assist in setting up meetings of the CIRDAP Policy Bodies like Technical Committee (TC), Executive Committee (EC), Governing Council (GC) and
 - Implementation of the decisions of the aforementioned meetings related to the administration and financial matters.
 - Recommends and administers financial policies/procedure and arranges interim and final audit work of the Centre.
 - Oversee the CIRDAP International Conference Centre (CICC) management.
- Coming up are some pertinent tasks the Admin. Division undertook.

Review of Management of CIRDAP International Conference Centre (CICC)

Organisational Structure

The GC Decisions in 2005, 2013, 2015 & 2017 have called for the strengthening of CIRDAP Secretariat. The Secretariat was tasked to:

- redefining its roles
- outsourcing the work of the lower level staff
- reviewing of CIRDAP Operations Manual ;and
- finally the reviewing of the whole Organisational Structure respectively.

The Governing Council on its 22nd Meeting held at Colombo Sri Lanka, on 11 October 2019, noted that review of Organisational Structure has been conducted considering financial capacity of CIRDAP and implementation of CIRDAP Strategic Plan 2018 -2022 and approved the revised Organisational Structure

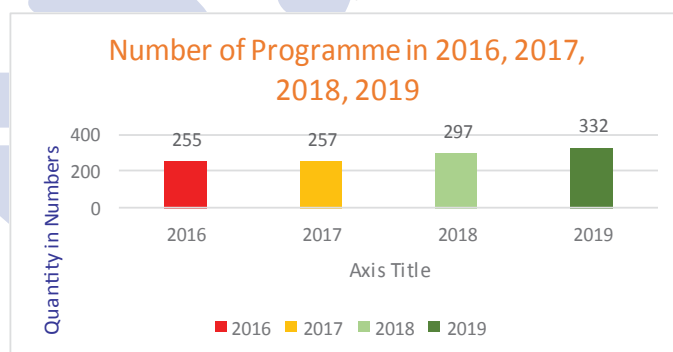
Salient Features of Revised Organisational Structure:

- The revised OS is now flatter with the total number of Professional staff and Semi -Professional staff being increased from 12 to 13 (Professional 8, Semi Professional 5), and General Staff reduced from 49 to 36 including CIRDAP International Conference Centre (CICC).
- The abolished and newly established positions are mainly determined by their relevance.
- First time the Organisational Structure established for CICC.
- The Job Descriptions of the newly established positions have been developed and some existing positions are amended according to the purpose of the posts.
- The Divisions have been streamlined from five Divisions to two main Divisions (Research and Learning& Knowledge Management Division), mainly due to the current nature and extent of work undertaken by CIRDAP basically to facilitate regional cooperation among its members.
- The underutilized positions have either been added with new Outputs or incorporated with other positions or being outsourced.
- There is a clear demarcation between staffing for the Secretariat and CICC including other related support services.

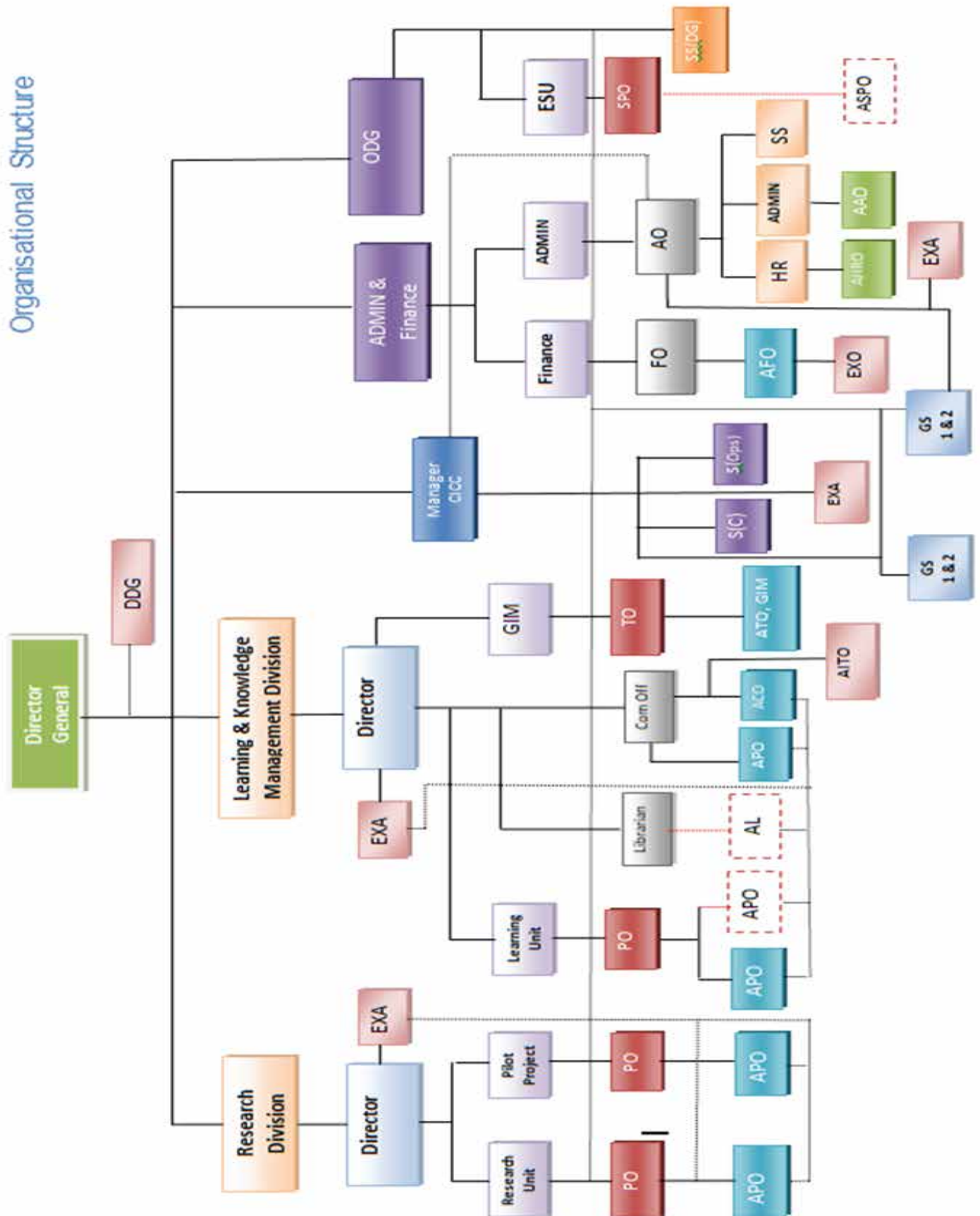
CIRDAP auditorium and CIRDAP International Conference Centre (CICC)

The CIRDAP International Conference Center (CICC) hosts international and national programmes all around the year. Every year, CICC contribute to the CIRDAP coffers significantly.

The year 2019 was the best year for CICC & Auditorium business. The two diagrams below speak for the CICC performances for the last 4 years since 2016. In January 2019, CICC had a very promising start which was a sign of sharp growth of the year. In the subsequent months, CICC team organized record number of national & international programme at CIRDAP compound. Apart from all the programmes of CIRDAP link Ministry and link institute, CICC successfully organized 332 programmes & earned record number of revenue in last fiscal year.



Review of Cirdap Organisational Structure



Appointments of Professional Staff and Expert



The selection of a new Director General, CIRDAP was done through a panel of 4 committee members;

- IRD Expert
- FAO representative
- A Woman representative
- South Asia Representative

On the left is the Selection Committee with the Staff of CIRDAP Including DG/CIRDAP. From the left; Tomasi Raiyawa (Staff) Rudro Kawa... (staff); Tevita GB Taginavulau (DG/CIRDAP); Emily O. Padilla (Philippines) Dr Saleuddin (GRD Expert; Mr Robert Simpson (FAO Director/BD) and Zakirula Huq (Staff).



Dr Cherdasak Virapat incoming DG

The incoming Director General, CIRDAP, Dr Cherdasak Virapat of Thailand.

- Director General of Network of Aquaculture Centres in Asia-Pacific (NACA)
- Executive Director of International Ocean Institute Headquarters in Thailand
- Advisory Board Member of International Ocean Institute, Thai Association of Malta
- Member of Thai Association of Canada, and Association of Faculty of Fisheries Kasetsart University, Thailand.
- Recipient of the Elisabeth Mann Borgese Medal in 2014 Asian Fisheries Society
- He holds a B.Sc. in Fishery Management; M.Sc. in Fishery Science and a Ph.D. in Fisheries Management.



Prof. Dr. Salehuddin Ahmed CIRDAP

IRD Expert

Dr Salehuddin Ahmed is going for his second term as CIRDAP IRD Expert. A PhD graduate in Economics from McMaster University, Canada in 1978. Dr Salehuddin is a former:

- University teacher in Economics
- Civil Servant
- Governor of the Bangladesh Bank (Central Bank)
- Managing Director of Palli Karma-Sahayak Foundation (PKSF)
- CIRDAP Senior Staff
- Director General of BARD Bangladesh
- Director General of the NGO Affairs Bureau under the Office of the PM.
- Consultant for international agencies like ADB, APDC, ESCAP, FAO, ILO, UNCRD, UNDP, UNESCO and the WB
- Former Part-time faculty member at the North South University and the Dhaka University as Professor in the Business

He has written a lot of publications.



Director Research, Prof. Dr. Helal Uddin

Dr. Mohammed Helal Uddin has joined CIRDAP on 1st January 2020 as Director Research.

- Professor of Economics, University of Dhaka (DU)
- PhD Graduate of the University of Maryland at College Park, USA
- A research affiliate of International Growth Centre, LSE, UK and Bureau of Economic Research at DU.
- Director of Economic Research Group (ERG), and ICB Securities Trading Company Ltd
- Consultant for World Bank Head Office, USA for 2.5 years
- Researcher with international agencies, and Local and International Author of several publications
- Civil Servant, Bangladesh

CIRDAP Staff incoming/outgoing

Appointment of Staff Members in 2019

| Category | Name | Designation | Date of Joining |
|-----------------|---------------------------|-----------------------|-----------------|
| General Service | Ms. Hurain Jannat | Communication Officer | 01.12.2019 |
| Short Term | Mr. Mohd Shahnawaz Kashif | Project Scientist | 06.01.2019 |
| | Ms. Anuva Azim | Maid | 18.07.2019 |

Separation of Staff Members in 2019

| Category | Name | Designation | Date of Separation |
|-----------------|------------------------|---|--------------------|
| General Service | Mr. Shafiqur Rahman | National Officer | 28.02.2019 |
| | Mr. Waliul Hasnat | Computer Programmer | 01.01.2019 |
| | Mr. Safiul Azam | Assistant Protocol Officer | 01.01.2019 |
| | Mr. M. H. Kawsar | Assistant Information and Communication Officer | 25.10.2019 |
| | Md. Abu Saleh Siddique | Publication Assistant | 07.10.2019 |
| Short Term | Mr. Wasim Sadab Khan | Special Financial Advisor | 01.01.2019 |
| | Ms. Bindia Nag | Executive Officer (Operations) | 14.03.2019 |
| | Mr. AL-Masuk | Graphic Designer | 01.01.2019 |
| | Ms. Parvin Begum | Temporary Cook | 01.09.2019 |

Cirdap Focal Points 2019



Dr Munir Abbasi– AFGHANISTAN



Mr Ardalan Dabbagh– IRAN



Mr Israr Khan-PAKISTAN



Dr. Abdul Karim– BANGLADESH



Ms Lattana Soulibouth - LAOPDR



Ms Ma Elena C. Cabanes– PHILIPPINES



Mrs Arieta Dimuri—FIJI



Ms Farah WA Zainudi—MALAYSIA



Mr EMS Ekanayake—SRI LANKA



Mr Dinesh Kumar—INDIA



Ms Myat Thuzar Thein– MYANMAR



Mr Torlarb Thanvareerat –THAILAND



Mr Nur A. Wahab –INDONESIA



Mr Hari Prasad Guragain-NEPAL



Ms Ma Vu Thi Phuong– VIETNAM

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