

DEPP Lab community meeting report

Date: 13 March 2018

Location: Korail Café

Time: 1:30 to 3:00 pm

Topic: Main function of the café, Complaint/Feedback mechanism, disaster preparedness program, vocational training project.

Attendants:

Hew

Arman

Drt. Foysal

Selim

Shakha (Korail Café)

Salina (Community Based Organization)

Agenda of the meeting:

- To discuss how the community like to give feedback
- Vocational training program
- To share disaster preparedness training tool

No	Item	By	
1	We explained that our main function is to offer to develop project proposal for innovative ideals and medical consultation is an additional activity. This is based on the assumption that the community do not really understand that DEPP Lap is focus more on developing innovative ideas. We assumed by having discussion face to face with Salina will help her understand better as a community leader in Korail. Wed offer her and community if anyone need help to write a proposal we can help them and a guideline is given to her.	Hew & Dr. Foysal.	
2	For any feedback or complaint, according to Salina who is the chairperson of the Community Based Organization in (CBO) in Korail the community will approach their office and CBO will then approach the NGO to resolve the problem. There are currently 22 NGO working in Korail,. The main ones being BRAC, DSK, UPPR and World Vision. - Monthly meeting with the community to updates and receive any feedbacks from community. She said when NGO conduct community meeting without CBO it is not very effective as CBO has been the one representing the community. She will	Selim	

	<p>coordinate with Selim.</p> <ul style="list-style-type: none"> - She will like us to develop a form to capture all the NGO activities in Korail. 	Hew	
3	<p>Vocational training program</p> <p>This idea was brought up by Salina as she is very concerned of high level of school dropouts in Korail. She would like to organized two hours training for education and life skill such as handicraft and other vocational training. The team will help her to develop the program as a goodwill project to Korail community.</p>	Hew and Selim	
4	<p>Disaster Preparedness Training tool</p> <p>Shikha - Our person in charge in Korail Café is a trained community fire warden so we explained to her how to use the posters and evacuation items play cards for disaster preparedness training.</p> <p>Monir – The headmaster of the digital school was also given a set of photocopy training material and will send him soft copy so he can develop his own training module.</p>	Hew	

Recommendation:

- We need to talk to other community representatives such as religious leader, business man, housewives, teachers, young working people how they like to give us feedback. We have to record such discussion in order to establish a proper feedback mechanism.
- We should consider having a suggestion box and feedback forms available and may a new SIM card and phone as hotline for DEPP Lap BD and the team can take turn to monitor the call. A log book will be used to record any feedback/complaint received and action taken for any rectification needed. We will need to inform the community how they can communicate with us with posters and meetings.

