

ORGANIZATIONAL PROFILE

UDVABONI MOHILA SANGSTHA (UMS)



Head Office

**Vill: Damodar, P.O: Phultala,
Upazila: Phultala, District: Khulna.**

Background of UDVABONI MOHILA SANGSTHA (UMS)

UDVABONI MOHILA SANGSTHA (UMS) is a non-profit, non-political, non-government organization, established in 2000. **UMS** is committed to promoting the social and economic development of disadvantaged communities in the coastal regions of Bangladesh.

Our key programs include:

- **Skill Development Training (SDT):** Capacity building and skill enhancement for disadvantaged youth.
- **Capacity Building Support:** Empowerment and capacity strengthening for women.
- **Income Generating Activities (IGA):** Livelihood initiatives in agriculture, poultry, fisheries, and livestock.

We promote **financial literacy, micro-entrepreneurship, and market linkages** to enhance economic opportunities. Additionally, our life skills programs foster self-reliance, while agriculture-focused interventions drive rural transformation through training, technology transfer, and resource distribution.

UMS adopts a **Multi-Dimensional Human Development** approach, including:

- **Entrepreneurship Development Training**
- **Trade-Based Training**
- **Technical & Vocational Education**

This approach enhances workforce participation among marginalized populations. We actively work to eradicate hazardous child labor through education and skill-building initiatives.

Our programs extend beyond livelihoods to include:

- Women's empowerment
- Climate resilience
- Humanitarian response
- Water, sanitation, and hygiene (WASH)
- Health and nutrition
- Energy initiatives
- Disaster risk management (DRM)
- Engagement with the private sector

With a strong management structure and a team of skilled professionals, we implement diverse projects supported by government and non-government donors. Our programs reach thousands of marginalized individuals across multiple districts, fostering long-term and inclusive development. **UDVABONI MOHILA SANGSTHA (UMS)** remains steadfast in its mission to promote sustainable progress and create lasting positive change for vulnerable communities.

Vision

To envision a society that is:

- Productive and economically just
- Socially equitable
- Environmentally balanced
- Rooted in democratic principles

Mission

To empower underprivileged communities with the tools needed to address their **social, economic, environmental, cultural, and health challenges**, thereby establishing social justice and integrating target populations into mainstream development.

Core Values

- **Inclusivity and Social Justice**
- **Accountability and Transparency**
- **Sustainability and Resilience**
- **Collaboration and Partnership**

Thematic Areas

- Education
- HIV / AIDS
- Human Rights, Women's Rights, and Child Rights
- Water & Sanitation
- Health & Nutrition
- Disaster Management
- Agriculture
- Climate Change

Legal Status of the Organization:

Sl. No	Name of Agency	Registration No.	Date
1	Directorate of Women Service	J.M.B.K.K, KHUL-180/2001	10-06-2001
2	Jubo Unnoyan Audhidaftor	Khulna/193 - Phultala/08, Khulna/001/2017	19-11-2003, 06-12-2017
3	Shamaj Sheba Audhidaftor	Khulna/1221	17-03-2004
4	NGO's Affairs Bureau (Office of the Chief Adviser)	FD-2263/07	15-08-2007

Bank Accounts:

1. Mother Account:

- Bank Name: Pubali Bank

- Branch: Phultala, Khulna
- Account No.: Current Account - 4266901005224

2. Project Account:

- Bank Name: Pubali Bank
- Branch: Phultala, Khulna
- Account No.: S/B – 4266101003900

Governance of the Organization:

UDVABONI MOHILA SANGSTHA (UMS) operates under a well-structured governance system to ensure transparency, accountability, and efficiency. The General Body, as the highest policy-making authority, meets annually at the Annual General Meeting (AGM) to review progress, approve financial and audit reports, and set strategic directions for the organization. The General Body also elects a seven-member Executive Committee for a five-year term, responsible for policy formulation and organizational oversight. The Executive Committee convenes every two months and holds emergency meetings as needed to address urgent matters.

The Executive Director, serving as the Chief Executive Officer, oversees the organization's management, planning, implementation, and fundraising efforts. The leadership ensures that UDVABONI MOHILA SANGSTHA (UMS) remains dynamic and responsive to emerging community needs.

Gender Equality in the Organization:

UDVABONI MOHILA SANGSTHA (UMS) is committed to gender equality and inclusivity in both its workforce and program implementation. As a gender-sensitive organization, we prioritize the recruitment of women and the selection of female beneficiaries to promote equitable opportunities. Currently, approximately 50% of our staff members are women, who receive equal treatment in all professional aspects.

We maintain a gender-friendly work environment by offering flexible working hours, maternity leave, and dedicated facilities for female staff. To prevent Sexual Exploitation and Abuse (SEA), we provide safeguarding training to all employees and enforce strict policies through our Human Resources Department, ensuring a safe and inclusive workplace.

Organizational Structure and Management Practices:

UDVABONI MOHILA SANGSTHA (UMS) operates under a governance structure consisting of a 21-member General Committee, which elects a seven-member Executive Committee responsible for policy-making and strategic planning. The organization is led by the Executive Director, who implements policies with the support of a professional team.

With a strong workforce, UDVABONI MOHILA SANGSTHA (UMS) ensures efficient program execution through a dedicated Human Resource Management (HRM) section. Guided by an approved HRM manual, we uphold best practices in organizational management, empowering our staff and strengthening our impact on the communities we serve.

Cross-Cutting Themes:

Positive action, Commitment, Flexibility, Gender priority, Innovation, Sustainability, Transparency & Accountability, Partnership and Networking.

Thematic Area:

SL. No.	Thematic Areas	Key Activities
01	Humanitarian & Emergency Response	- Emergency response to disaster-vulnerable people - Alleviate human suffering and reduce the impact of disasters and climate change - Emergency Humanitarian Response (Food, Shelter, Health, WASH, Protection, and Non-Food Item (NFI) distribution) and cash grant support - Disaster Risk Management (DRM), Recovery and Rehabilitation, Climate Change Adaptation
02	Climate Change and Adaptation	- Community-Based Climate Resilience: Strengthen local capacity through risk assessments, adaptation planning, and climate-resilient practices - Climate-Smart Agriculture (CSA): Promote drought-tolerant crops, sustainable fisheries, and adaptive livestock management to enhance food security - Ecosystem-Based Adaptation (EbA): Restore mangroves, wetlands, and forests to protect against climate-induced disasters and enhance biodiversity - Early Warning Systems (EWS): Develop community-based forecasting, disaster preparedness, and anticipatory action mechanisms - Water Resource Management: Implement rainwater harvesting, desalination, and climate-resilient water supply solutions to address water scarcity - Renewable Energy Solutions: Promote the use of solar energy, biogas, and improved cookstoves to reduce reliance on fossil fuels - Livelihood Diversification: Introduce climate-adaptive income-generating activities such as eco-tourism, saline-tolerant agriculture, and handicrafts - Advocacy & Policy Engagement: Work with local and national stakeholders to integrate climate adaptation strategies into governance and development planning - Capacity Building & Awareness: Conduct training and awareness programs on climate change mitigation and adaptation for communities, local governments, and youth
03	Agricultural & Food Security	- Enhance food security sustainably through agriculture practice - Capacity development on production and post-harvest technologies of Crops, Fisheries, Livestock, and Poultry - Climate Smart Agriculture Technology Transfer - Agriculture Value Chain and market linkage - Cash and kind support for IGA operation

04	WASH & Health	- Improve access to sustainable water and sanitation services - Safe drinking water through feasible water technology - Waste management & Hygiene Promotion - Climate Resilient Water Options - Reproductive health awareness for adolescents
05	Social Inclusion & Governance	- Disability Inclusion Programs - Skill development & Technical training for IGA - Women, Girls, Children empowerment activities - Human Rights & Good Governance
06	Education	- Access to Quality Education: Provide inclusive and equitable education opportunities, especially for marginalized and vulnerable children - School Infrastructure Development: Construct and renovate schools, classrooms, and WASH facilities to ensure a safe and conducive learning environment - Alternative & Non-Formal Education: Offer bridge education, literacy programs, and vocational training for out-of-school children and youth - Digital & STEM Education: Promote ICT-based learning, STEM education, and life skills training to prepare students for future challenges

Major Activities / Interventions:

SL#	Name of the Program	Purpose	Start	Status
01	Formal and Non-Formal Education	Establish & activate formal and non-formal academic institutions and vocational training centers	-	Completed
02	WATSAN and Primary Health Care	Ensure healthcare services, sanitation, safe drinking water, and primary health education among the poor	-	Completed
03	Women and Child Development	Promote women & children's welfare, ensuring rights, gender equity, and empowerment	-	Ongoing
04	Agriculture	Increase agricultural production, conduct research, set up demonstration plots, train farmers on new equipment, provide seeds of different varieties, and explore new agricultural inputs	-	Ongoing
05	Save Sunderban	Plantation and create new forestation for eco-balance, protect forest animals, and prevent destruction of forest resources	-	Ongoing
06	Technical and Vocational Training	Conduct technical and vocational training for skill development	-	Ongoing
07	Youth Development	Capacity building of youth to make them skillful and resourceful; provide job opportunities in different institutions	-	Ongoing
08	Disaster Management	Initiatives for risk reduction, distribution of relief materials, and provision of	-	Ongoing

	(Relief & Rehabilitation)	medical facilities to victims of all kinds of disasters		
09	Challenging People, Especially Women	Initiatives for the welfare of orphans, destitute children, and persons with disabilities, especially women; provide facilities for economic rehabilitation	-	Ongoing
10	Research	Conduct research on various issues aimed at sustainable development	-	Ongoing
11	Observation of National and International Days	Observe national and international days to raise awareness and promote development initiatives	-	Ongoing
12	Develop Networking and Partnership	Develop networks and partnerships with government, local bodies, and national & international NGOs	-	

Target Population:

The target population consists of poor and marginalized communities living below the poverty line, particularly focusing on women and children.

Geographical Reach:

UDVABONI MOHILA SANGSTHA (UMS) has expanded its projects beyond its primary areas of Khulna, Jhalokathi, and Bagerhat to include interventions in Barisal, Satkhira, and Pirojpur.

District	Major Activities	Beneficiaries (Households)
Khulna	Climate resilience, education, and livelihoods	12,000
Jhalokathi	Health and WASH interventions	7,000
Bagerhat	Tree plantation, microfinance	8,000
Barisal	Women empowerment programs	5,000

Working Area:

Sl.	Division	District	Upazila
1	Barishal	Pirojpur	Nesarabad, Kawkhali, Bhandaria, Mathbaria, Nazirpur & Zianagor
	Barishal	Barishal	Barishal Sadar, Muladi, Babugonj, Wazirpur, Bakergonj, Banaripara, Gournadi & Agailjhara
2	Khulna	Bagerhat	Sadar, Rampal, Sharankhola, Morelganj, Fakirhat, Kachua & Mongla
	Khulna	Khulna	Sadar, Dacope, Koyra, Dumuria, Dighalia, Terokhada, Batiaghata & Paikgacha
	Khulna	Jashore	Sadar, Monirampur, Keshobpur, Jikargasha, Abhaynagar & Bagharpara
	Khulna	Satkhira	Tala, Shyamnagar, Assasuni, Mollavibazar Sadar

Total: 2 Divisions, 7 Districts, 39 Upazilas

Staff Strength:

Type	Male	Female	Transgender	Total
Permanent	19	8	1	27
Part-time	3	2	1	5
Contractual	8	4	0	12
Volunteers	13	7	0	20
Total	43	21	2	66

Policies, manual and Guideline

SL#	Name of Policy / Manual / Guideline
1	“Human Resource Policy”
2	“Financial Management Policy”
3	“Procurement Policy”
4	“‘0’ Tolerance Policy”
5	“Fixed Asset Management Policy”
6	“Safeguarding and Procedures Policy”
7	“Gender Policy”
8	“Child Protection Policy”
9	“Conflict of Interest Policy”
10	“Vehicle Management Policy”
11	“Monitoring & Evaluation Policy”
12	“Code of Conduct Policy”
13	“Anti-Terrorism Policy”
14	“Anti-Fraud / Corruption / Bribery Policy”
15	“Procedures of Vetting 3rd Party Policy”
16	“Internal Control Policy”
17	“Policy on Protection from Sexual Exploitation and Abuse (SEA)”
18	“Anti-Trafficking and Modern Slavery Policy”
19	“Whistle Blowing Policy”
20	“Health and Safety Policy”
21	“Data Protection Policy”
22	“Community Feedback and Response Mechanism (CFRM)”
23	“Organizational Risk Management Strategy”
24	“Standard Operating Procedure (SOP)”
25	“Indirect Cost Policy”
26	“Project Cycle Management (PCM) and Monitoring & Evaluation (M&E) Guidelines”
27	“Security Management Guideline”
28	“Staff Handbook (SHB)”

SL#	Name of the Activity	Major Activities
01	“Non-Formal Primary, Adolescent and Adult Education”	Conducted non-formal primary school, basic literacy, and quality education.
02	“Water, Sanitation and Arsenic Mitigation”	Installation of tubewells, pond sand filters, rainwater harvesting plant establishment, and promotion of hygiene. Ensure WATSAN for safe drinking water, hygiene & sanitation practices.
03	“Low-Cost Housing”	Setup houses for distressed people.
04	“Strengthening the Role of Female Group”	Linkage to financial service providers.
05	“Health, Family Planning, Mother and Child Care”	Capacity building and training.
06	“Human Rights”	Training, support service delivery.
07	“Legal Aid, Arbitration and Mediation”	Advocacy and campaign.
08	“Women Empowerment and Gender Development”	Support service delivery.
09	“Environment & Social Forestation”	Capacity building, mobilization, and entrepreneurship development.
10	“Agriculture”	Agriculture research, demonstration plot setup, exploration of new agriculture inputs.
11	“Disaster Management”	Awareness, mobilization, and seedling distribution.
12	“Good Governance”	Awareness development, relief & rehabilitation.
13	“Community Development”	Advocacy, campaign & media focus.
14	“Village Development”	Awareness, training & rights protection.
15	“Family Development”	Awareness, training & rights protection.
16	“Family Gardening”	Awareness, training & setup of demonstration plot.
17	“Medium Business Development”	Training, seed supply & marketing.
18	“Training, Linkage to Credit Providers”	Training about marketing and creating linkages between groups.
19	“Entrepreneurship Development”	Training on entrepreneurship and counseling.

Future Intervention Plan

- “Old Home”
- “Aqua-culture”
- “Hydroponics in the Wetlands”
- “Electricity Production in Nano-Grid Technique”
- “Rain Water Harvest”
- “Income Generating on IT”

Network Relationship with Apex Bodies/Forums

UDVABONI MOHILA SANGSTHA (UMS) has established a wide range of networking initiatives with different national and local NGO networks. Key networks include:

- Global Network of Civil Society Organisations for Disaster Reduction (GNDR)
- CSO Alliance
- Early Childhood Development Network (ECD)
- Civil Society Alliance for Scaling Up Nutrition, Bangladesh (CSA for SUN, BD)
- Federation of NGOs of Bangladesh (FNB)
- Bangladesh CSOs Coalition on Health and Immunization (BACCHI)
- Bangladesh Water Partnership (BWP)
- Stop TB Partnership Water and Climate Coalition
- Network on Hand Washing (NHW)
- Local Knowledge Hub on Climate Change Adaptation (LKHCCA)
- STD / AIDS Network of Bangladesh
- Bangladesh Manobadhiker Bastobayon Sangastha (CCHRB)

Human Rights

UDVABONI MOHILA SANGSTHA (UMS) is a human rights-based organization. We believe that where human rights are upheld, people can live in peace and dignity without oppression or deprivation.

Gender Inclusion

UMS has adopted policies on **Equal Opportunity** and **Gender & Development** to ensure girls' rights, gender equality, and inclusivity in all organizational practices.

Accountability

UMS implements a program accountability approach aimed at ensuring appropriate feedback from communities and enhancing transparency in interventions. Feedback mechanisms include:

- Complaint and feedback boxes at community level
- Complaint and feedback register/desk at the office

The organization believes that **community participation, coordination, consultation, and feedback mechanisms** are crucial for quality program implementation.

Documentation

UMS maintains a strong reporting system, producing financial and programmatic reports on a **monthly, quarterly, half-yearly, and annual basis**. Reports are shared with donors, partners, and stakeholders. All organizational documents are preserved for **five years** for reference and future use. Financial audits are conducted by both internal and external auditors.

Sustainability

UMS emphasizes community participation and planning to ensure sustainability. A **sustainability plan** has been developed, focusing on:

- Participatory planning with community members
- Implementation and monitoring of programs
- Continuous consultation to ensure long-term impact

Financial Capacity

UMS has sufficient financial capacity to implement its programs. Funds received from various sources are deposited in the organization's bank accounts. Withdrawals require **joint signatures of the President, Secretary, and Treasurer**, ensuring financial accountability.

Monitoring

UMS has a dedicated **Monitoring & Evaluation team**. Programs are continually monitored and evaluated to assess progress, effectiveness, and identify areas for improvement. Monitoring is conducted **participatively** with beneficiaries.

Reporting

UMS maintains a systematic reporting system:

- Field staff submit monthly activity reports to the **Area Manager**
- Area Manager compiles and submits reports to higher authorities
- Reporting types include **Monthly, Quarterly, Half-Yearly, and Annual Reports**
- Reports are submitted to concerned authorities on time to ensure accountability and transparency

Projects / Programs Implemented by UDVABONI MOHILA SANGSTHA (UMS)

1. Non-Formal Primary, Adolescent and Adult Education
2. Entrepreneurship Development
3. Lactating Mother Program
4. Vulnerable Group Feeding Program
5. Vulnerable Women Benefit Program
6. Relief and Rehabilitation Program
7. Water & Sanitation
8. Awareness Building on Health & Nutrition
9. Rain Water Harvesting Plant Construction
10. Child Labor Program
11. Health and Nutrition Program
12. Human Rights Program
13. Agriculture and Vegetable Farming

Projects / Programs Description

(a) Vulnerable Women Benefit (VWB) Project

- **Project Duration:** 2023 – 2024

- This project addresses urgent needs in areas with high poverty rates. Communities were made aware of vulnerabilities, and steps were taken to provide necessary support. The project was implemented in **Fakirhat Upazila, Bagerhat District**.

(b) Vulnerable Group Development (VGD) Project

- **Project Duration:** 01-07-2019 to 31-12-2020
- Focused on supporting distressed women in **Morelgonj, Bagerhat District**, benefiting **2,000 women**. The program raised awareness of poverty-related risks in coastal areas and provided targeted support.

(c) Eradication of Hazardous Child Labour (4th Phase) Project

- **Project Duration:** January – November 2022
- Implemented in **Sadar, Barisal District**, targeting **893 child laborers**. Supported by the Ministry of Labor, Government of Bangladesh, and ILO. The project provided a six-month education program and a four-month technical training program to reintegrate children into normal life.

(d) Training on Computer & Mobile for Poverty Reduction of Young Women Program

- **Project Duration:** 01-01-2013 to 31-12-2015
- Conducted in **Nalchity Upazila, Jhalakathi District**. Training focused on:
 - Leadership and group development
 - Mother and child health, family planning, AIDS awareness
 - Social forestry, vegetable cultivation, and IGA skills (Mobile repairing, Computer hardware, MS Office)
 - Entrepreneurship, marketing, water & sanitation, human rights, disaster management, handicrafts, lobbying, and advocacy

(e) Program on Agricultural and Rural Transformation for Nutrition, Entrepreneurship and Resilience (PARTNER), BRRI Part

- **Project Duration:** November 2023 – June 2028
- Objective: Enhance food and nutritional security through quality agricultural inputs, sustainable production, and mechanization. Implemented in **Jessore and Khulna Districts**. Activities include demonstration plots, input distribution (fertilizers, pesticides, signboards), and hybrid rice technology promotion through Public-Private Partnership.

(f) Skill Development Training

- **Project Duration:** 01-08-2014 to 31-07-2015
- Implemented in **Sadar Upazila, Kushtia District**. Training provided to increase knowledge, skills, and attitudes in:
 - Leadership, group development, mother & child health, social forestry, vegetable cultivation
 - Entrepreneurship, accounts and management, disaster management, handicrafts, advocacy

(g) Lactating Mother Program in Sadar, Khulna

- **Project Duration:** 01-12-2016 to 30-06-2018
- Implemented to achieve **SDGs** related to women and children, poverty alleviation, and maternal health improvement. Funded through the **Working Lactating Mother Assistance Fund**, part of the Government of Bangladesh Social Safety-net programs.

(h) BRAC School Program in Dumuria, Khulna

- **Project Duration:** 01-07-2014 to 31-12-2016
- Implemented to provide **quality education** to children excluded from primary education. Focused on improved service delivery and ensuring a safe learning environment.

ORGANOGRAM OF UMS

