

**Profile
Of
Debi Chowdhurani Palli Unnayan Kendra (DCPUK)**

Contact Person

**Md. Nurul Islam Dulu
Executive Director
Debi Chowdhurani Palli Unnayan Kendra
(DCPUK),Rangpur**

1. BASIC INFORMATION OF THE ORGANIZATION

Name of Organization : **Debi Chowdhurani Palli Unnayan Kendra (DCPUK)**

Foundation Office Address : Post Office: Chowdhurani
Upazila : Pargacha
District: Rangpur
Mobile: 01712-524325

Contact & Mailing Address : Ninodi Sadan
House # 12, Road # 3/1
Upazila : Rangpur Sadar
Satgara Mistripara, Rangpur.
Telephone : 880-0521-52088
Mobile # 01712-524325
E-mail: nislamdcpuk@yahoo.com , ni.dcpuk@gmail.com.
web: www.dcpuk-rangpurbd.org

Name of the chief Executive and Designation : **Md. Nurul Islam Dulu**
Executive Director

Legal Status:

Registration Authority	Registration No	Date
Directorate of Social Welfare	Rang-373	January 5, 1984
Directorate of Family Planning	PC and FP/RNP/20	January 2, 1983
NGO Affaires Bureau	1062	August 24, 1996
Tax Identification Number (TIN)	491554338413	17 July, 2104
VAT ID Number	11011054408	01 October, 2014

Europe Aid ID: BD-2011-EML-0202893374

2. AN INTRODUCTION TO DCPUK :

DCPUK is a non governmental, local, non political, non profit, humanitarian and voluntary development organization established in 1981 and since inception it has been serving the disadvantaged poor and ultra men ,women and children in 11 nos. Upazila under Rangpur, Gaibandha, Kurigram, Nilphamari, and Districts through diversified program initiatives, Considering the development perspective of the rural society such as Poverty, Hunger, Diseases, Environmental pollution and degradation, Social discrimination, Violation of human rights and poor governance it has implemented a series of initiatives and addressed the problems with considerable achievements. During the period of the time due to its development efforts, sincerity, commitments and accountability to the development, it has attained a high-level accountability and positive image among all level stakeholders. As DCPUK was strict to the commitment in bringing positive change in the lives of the through undertaking need based sustainable initiatives.

It can be mentioned here that during the period of time, it has achieved diversified experience, skills and strengths which is really helping DCPUK to achieve the desired impact. Again, for the excellence of development endeavor and due to its sincere development efforts it has become able to attain a high level acceptability, dignity and image among the community people which includes men, women and children, civil society members, community leaders and Local Government.

Furthermore, during this period of time DCPUK has become able to attain some competencies related to program management, institutional capacity and financial management. In describing the program strength it is worth to mention here that at present, DCPUK has been operating 11 number of different

Projects and working with 2323072 project participants in 11 nos. Upazilla from 4 Districts by the donors and the community, Again, DCPUK has developed necessary policy and procedures for transforming the organization as a strong institution, The organization has developed its own financial manual to operate different program. In addition, it has developed its own Personnel Manual (personnel policy and procedure), to increase the effectiveness, efficiency, impact and sustainability. DCPUK has also a savings and credit program operation manual and a gender policy. Most of the programs of DCPUK are operating following a specific guideline in order to make the performance systematic and effective. The Executive body of DCPUK comprised of different professionals, which enrich the strength of this organization. The organization has a strong liaison with different Govt, counterparts, donors, other stakeholders and the community. DCPUK strongly believes in empowering the targeted, population in order to access to services and opportunities and thus to change the quality of life. EC committee regularly meeting seminar and generate reports and make sure of transparent program and policies for the welfare of this organization. In addition to that DCPUK possess sound and transparent financial system to operate 10 numbers of projects around Rangpur, Kurigram, Gaibandha & Nilphamari Districts where the annual turnover is Take 11,054,2000 corer. The project has computerized accounting packages; professional financial mangers are in place, generate monthly and quarterly reports and submits to donors. A procurement committee and a recruitment committee is in place to oversee the financial transaction and smooth functioning of different project. Certain persons are authorized to operate the bank accounts, which is endorsed by the EC committee of DCPUK.

DCPUK believes in the participatory development process. It has perceived that the equal development of society can only be ensured by participation of the rural poor women and in the overall development activities. In the light of this belief, DCPUK ensuring the participation of all level people in the development process.

3. VISION AND MISSION OF THE ORGANIZATION

Vision:

Establishing such a society which is ecologically balanced, socially just, healthy and democratic and where the poor are economically self-reliant and enjoy an equitable and secured environment.

Mission Statement:

Promoting the social, economic, environmental, and cultural status of the poor people through undertaking multifaceted sustainable development interventions.

4. GOAL OF DCPUK:

To improve the livelihood state of the poor and ultra poor men, women and children including marginal farmer, through undertaking various need based sustainable development programs.

5. OBJECTIVES OF THE ORGANIZATION:

- To increase the economic status of the poor and ultra poor through ensuring their involvement in Income Generating Activities and creating employment opportunities.
- To empower the poor socially & economically
- To promote human rights and social justice for poor men, women, children as well as for the disabled and minorities.
- To support the initiatives of the government as a development partner
- Ensure the participation of the disadvantaged, vulnerable people children in the development activities.
- To increase the educational status of the poor through adult and child literacy program.
- To play advocacy role for consciousness raising on social development
- To increase the health status of the poor through undertaking diversified health related program initiatives such as MCH, FP, Environmental sanitation as well as water and sanitation and Hygiene practice.

- To increase the agricultural production through using modern technology
- To assist people in disaster preparedness and management and.
- To protect the environmental from degradation and pollution.

PROGRAM OF DCPUK:

- Health and Sanitation Program
- Education Program
- Natural Resources Program
- Economic Development Program
- Rights and Empowerment Program
- Climate Change and Disaster management Program

DCPUK VALUES FOR EXCELLENCE

- Human dignity and Gender equity
- Honesty, Integrity and Sincerity and Transparency
- Cost Consciousness and sound management of resources
- Concern for Environment
- High quality services
- Capability and Accountability
- Quality services
- Creativity and Innovation
- Discipline

7. EXISTING PROJECT/ PROGRAM OF DCPUK AND KEY ACTIVITIES:

SL#	Project/ Program	Key Activities
01	Promoting Science Education at Secondary (High) School (PSE) Project.	A. Develop practical experiments from school textbooks using low-cost science kits.B. Organize discussions, science fairs (at district/upazila level) C. Coordination meeting with guardian to grow interest to admission on Science group meeting D. Science Clube formation at School level. E.Organize to develop Science wall Magazine at School level.
02	Switch Asia Jute Value Chain Project (SAJVCP)	a) Farmer selection and support for quality jute production b) Jute processing and fabrics production c) Jute made production and marketing Private sector engagement with the product
03	Child Habits Creating Initiatives and coaching for Upgrading education (SHICU)	a. Established Pre primary school for the Non Bangali community b. Established Coaching center for class two –class five students c. Literacy learning center for students d. Conduct monthly parents meeting
04	Affordable Nutritious Foods for Women (ANF4W)	a)Village & Community selection b) Social mobilization, c) Health and sanitation d) Producing the nutritious agricultural products e) Involvement of 15 to 49 aged women in agricultural works
05	Drinking Water Supply and Sanitation Project	a) Distributing sealed latrine b) Distributing Tube well c) Motivation and d) Social Mobilization on health and sanitation.
06	Pre –Primary education, coaching Center, adult and computer literacy initiatives (PCCI)Project.	a. Established Pre primary school for the Non Bangali community b. Established Coaching center for class two –class five students c. Computer & adult Literacy learning center for students d. Conduct monthly parents meeting
07	Disaster Management and Risk Reduction Project	a) Community based preparedness b) Awareness raising c) Contingency planning d) Information management, e) Disaster assessment and f)

		Response considering the disaster type.
08	Micro Credit	a) Group Formation b) Own fund creation by mobilizing savings c) Credit support for undertaking Income Generating Activities and d) Training for HID
09	Allowance for the poor pregnant woman program	a)Reducing the mortality rate during delivery . b)Encouraging & training the women about breast feeding. c)Ensuring the birth registry & marriage registry. d)Inspiring the pregnant woman and her family to take nutritious food. e)Linking with the health clinic to get medical treatment during delivery and post delivery time. f)Inspiring the people to have a good family planning
10	Vulnerable Group Development (VGD) Programme	Prepare work plan for assigned area & based on beneficiaries. Collect VGD beneficiary list from Union. Group Formation and Group Orientation. Collect Savings and Support UWAO to manage. Join VGD Committee meeting at Union ,Upazila & District Level. Life skill training Module Personal Hygiene and Cleanliness ,mother and child health ,Food and nutrition would be Continuous .After completing one group then move to another group. Entrepreneurship Training. Beneficiaries business plan practice and IGA selection . IGA based training. Provide arrange loan money for IGA and start business. Follow up of IGA.

In addition to these above program, DCPUK are implementing below mentioned **support programs**:

- Policy Advocacy & Networking
- Day Observation
- Human Rights and Social Justice.

8. PREVIOUS PROGRAMS / PROLECTS

SL#	Project/ Program	Key Activities
01		
	Chars Livelihoods Programme (CLP)	a) Livelihoods development, b) Assets transfer, c) Social mobilization, d) Infrastructure development, e) Savings creation of community people and group development, f) Health and education, g) Training for skill development and employment creation, h) Water and sanitation, i) Market development, j) Homestead gardening and k) Relief distribution for rehabilitation.
02	Income and Employment Generation supported by ADAB	a) Group formation b) Providing development education c) Skills and Entrepreneurship Development Training d) Providing Credit support and e) Technical assistance and counseling
03	Income Generation for distressed supported by South Asia Partnership –SAP Bangladesh	a) Land Mortgage b) Skills Training c) Providing financial support d) Technical Assistance and Awareness raising on different development issues including literacy and injustice
04	Eye Campaign supported by South Asia Partnership- SAP Bangladesh	Organizing eye campaign and providing treatment support for poor people
05	Integrated Development Program for the Rural Population in Rangpur supported by MISEREOR Germany	a) Awareness raising on development issues b) Establishing rural adult education center c) Providing education to the adult and children d) Group formation e) Providing training among the participants f) Providing financial support to the participants and g) Providing counseling and Technical Assistance

06	Health and Family Planning supported by Center for Development services -CDS	a) Health awareness b) Providing Family Planning c) Immunization d) MCH e) Nutrition education f) Hygiene education and g) Liaison and linkages with Government
07	Legal Aid Project supported by Madaripur Legal Aid Association -MLAA	a) Awareness on rights b) Violation Monitoring c) Identifying victims and d) Providing Legal Aid for protecting the rights
08	National Surveillance project for Disaster Preparedness and Prevention of Nutritional Blindness supported by Helen Keller International	a) Gathering information from targeted household b) Ensuring the quality of Data c) Maintaining an ethical and courteous approach and d) Data compilation and reporting
09	Emergency Post Flood water 7 Sanitation Activities (EPFWSA)- supported by NGO Forum	a) Latrine repairing b) Tube well repairing c) Providing Latrine and Tube well to the affected HHs d) Tube Platform repairing
10	People Oriented Land Reform & Agricultural Development Project supported by ALRD	a) Awareness raising on land law b) Land Reform and Awareness on rights c) Women rights campaign d) Workshop d) Training and f) Meeting
11	Livelihood Improvement Through Ecology (LITE) Project supported by IRRI-PETTRA	This was a research Project Key activities we performed were : a) Applying IPA methods b) Using LCC in applying Urea c) Reducing the use of pesticide d) Ensuring the participation of men and women e) Improving livelihood of Farmers and f) Creating Pollution free environment.
12	Cash for Work Program supported by Islam Relief -UNDP	a) Road maintenance b) Ground raising for school and madrasha
13	Village Farm Forestry Program (VFFP)- supported by SDC	a) Entrepreneurship Development b) Planting material production c) Cropland and homestead plantation d) Formation of private nursery owners association e) Marketing of quality planting materials f) Establishment of Mother Tree Orchard (MTO) of fruit trees g) Establishment of mini museum with the insects and diseases of trees and crops and h) Linkage building of Farmers and Farmers Organization with GO/NGO, Various Markets Actors, Research Center and other service providers.
14	Environmental Sanitation Hygiene and Water supply in rural areas supported by GOB-UNICEF	a) Sinking of Tube wells b) Installation of pit latrine c) Motivation on personal hygiene and d) Establishment of WatSan Committee at Union and Upazila level .
15	Self-Help supported by CARE Bangladesh	This was a disability Development initiative. Key activities we performed were: a) Identifying disable people b) Meeting with disable male ,female and children c) Awareness raising d) Skills Training ,e) Linkage building with service providers f) Door to door visit and technical support and g) Social Employment.
16	GO-INTERFISH supported by CARE Bangladesh	a)Capacity Building and Awareness raising on development issues b) Rice Production at low cost c) Establishing liaison and linkages d) Fish culture in rice field e) Pond fish cultivation f) Vegetable cultivation g) Pest management h) Fish seeds /fingerlings rearing and i) Providing counseling and Technical Support .

17	NGO Service Delivery Project (NSDP) (supported by Pathfinder International)	This was a health and family planning ,Key activities we performed were: a) Mother & Child Health care .b) Family Planning c) Reproductive Health ,d) BCC Activities and e) Limited Curative care.
18	LAND supported by DFID	a) Awareness raising b) Training and Orientation c) Establishing People Orientation d) Khash land identification e) Khash land distribution andf) Advocacy and networking.
19	Civic Awareness for Strengthening Democracy Supported by EC	a) Formulation of District Civil Society Forum b) Formulation of Upazila civil society forum c) Develop cultural groups and perform shows d) Orient political parties, civil society representatives and administration on project e) Orient representatives of different groups on aim, objectives and strategies f) Provide training to the LGI reprehensive g) Orient NGO/CBO representatives h) Education and Awareness raising Session for women , minorities and disabled people i) Orient students to involve them in election process j) Provide Orientation to journalists for media campaign and k) Assist the vulnerable groups to enroll their name in voter list
20	Non-Formal Primary Education (NFPE) Program supported by BRAC-EC	a) Conducung survey b) Identifying drop out children d) Community motivation c) Establishing NFPE School d) Establishing school based committee e) Creating social mobilization on heath and education and f) A warrens raising of child women trafficking.
21	Ultra Poor Program supported by BRAC	Motivation, Awareness rising through Popular Theatre, Video Show, Ultra Baithok and Community Research.
22	Forestry Sector Project supported by GOB	a) Roadside plantation b) Motivation c) Social Mobilization on Environment Conservation d) Training and e) Workshop.
23	Indigenous Community Development supported by GOB	a) Organizing the poor into group b) Rapport Building with the indigenous community c) Identifying the problems and preparing development plan through PRA and d) linkage development between indigenous community and local social structure.
24	Greater Rangpur Agriculture and Rural Development Project supported by GOB	a) Base line survey and Group formation of Small Farmers Group and Marginal farmers group and their need assessment b) Providing technical training to the target groups of different types of crop cultivation.
25	LEAF & SAAKIT Project supported HELVATAS Swiss Interco operation	a) Institution Building at the grass root level farmers, b) Community empowerment, c) Protecting the rights of the poor and hard core poor, d) Resource mobilization, e) Establishing marketing channel, f) Entrepreneurship development, g) Linkage building of Farmers and Farmers Organization with GO/NGO, Various Market Actors, Research Center and other service providers, h) Establishing agric based enterprise at household level, i) Leadership development, j) Laming & exchange visit, k) Creating gender sensitive environment, l) Training and orientation with accompaniment support and, m) Income and Employment generation, n) Selection and capacity building of Local service provider and affordable and quality service ensure at community level through local service provider Capacity building of local service providers with the help of DAE and DLS Resource pool, o) Formation of service providers Association, p) Strengthening Linkage with DAE, DLS and Private sectors for implementation of sub sectors analysis like milk chain ,Vegetable value chain and Med. plant value chain etc .
26	Development Initiatives for Sustainable Household Activities in Reverie Island (DISHARI) Project supported by	a) Establishment of village model farms (VMF) b) Establishment of homestead gardens (HG) c) Rearing of poultry birds and egg production both at the VMFs and HH level d) Nutrition education to increase the consumption at family level e) Capacity and skill development training for the Recipient staff and target beneficiaries f) Support to VMFs and targeted women group members on income generating activities (IGA) like goat rearing. G) Involve the

	Helen Keller International	beneficiaries with the IGA and group marketing system.
27	HFPP Project supported by Helen Keller International	a) Establishment of village model farms (VMF) b) Establishment of homestead gardens (HG) c) Rearing of poultry birds and egg production both at the VMFs and HH level d) Nutrition education to increase the consumption at family level e) Capacity and skill development training for the Recipient staff and target beneficiaries f) Support to VMFs and targeted women group members on income generating activities (IGA) like goat rearing. G) Involve the beneficiaries with the IGA and group marketing system.
	Sanitation Hygiene and Water supply in rural areas (GOB-UNICFE)	a) Dinking of Tube wells b) Installation of pit latrine c) Motivation on personal hygiene and d) Establishment of WatSan Committee at Union and Upazila level.
28	Non-Formal Primary Education (NFPE) Program supported by BRAC	a) Conducing survey b) Identifying drop out children d) Community motivation c) Establishing NFPE School d) Establishing school based committee e) Creating social mobilization on heath and education and f) A warrens raising of child women trafficking.
29	Post Literacy and Continuing Education for Human Development Project-2 (PLCEHD-2)	(a) Education and skill development training for community people b) Awareness building for community people on education and Human Rights.
30	Improving Local Government Services Program (ILGSP)	a) Strengthening of Upazilla Business Member Organization. b) Formation & strengthening of LSPPPs. c) Development of collaboration and synergies with major Agricultural project.
31	Building Equity in Agriculture and Market for Women (BEAM) Project	a) Establishment of village model farms (VMF) b) Establishment of homestead gardens (HG) c) Rearing of poultry birds and egg production both at the VMFs and HH level d) Nutrition education to increase the consumption at family level e) Capacity and skill development training for the Recipient staff and target beneficiaries f) Support to VMFs and targeted women group members on income generating activities (IGA) like goat rearing. g) Involve the beneficiaries with the IGA and group marketing system.
32	Samriddhi Project	a) Institution Building at the grass root level farmers, b) Community empowerment, c) Protecting the rights of the poor and hard core poor, d) Resource mobilization, e) Establishing marketing channel, f) Entrepreneurship development, g) Linkage building of Farmers and Farmers Organization with GO/NGO, Various Market Actors, Research Center and other service providers, h) Establishing agric based enterprise at household level, i) Leadership development, j) Laming & exchange visit, k) Creating gender sensitive environment, l) Training and orientation with accompaniment support and, m) Income and Employment generation, n) Selection and capacity building of Local service provider and affordable and quality service ensure at community level through local service provider Capacity building of local service providers with the help of DAE and DLS Resource pool, o) Formation of service providers Association, p) Strengthening Linkage with DAE, DLS and Private sectors for implementation of sub sectors analysis like milk chain ,Vegetable value chain and Med. plant value chain etc .
33	Local Agro Biasness Network (LAN)	a) Strengthening of Upazilla Business Member Organization. b) Formation & strengthening of LSPPPs. c) Development of collaboration and synergies with major Agricultural project.
34	National Volunteering Activities (NVA) Project	a) Club selection b) Capacity building on Volunteerism, c) Day observation, d) Assisting to establishing linkages with Government and Non Government Organizations, e) Assisting in linkage building with local Government.
35	International Citizen Service (ICS)	a) Village & Community selection b) Capacity building of selected community on Volunteerism, c) Preparing Community Action Plan and implementation

	Programme	through the participation of community people and International volunteer, d) Organizing the event on culture sharing between community people and International volunteer, e) Capacity building of organization on strategic plan development and assist to develop the manual or policy of organization.
36	Farmer first Project	Treatment group farmers and cooperatives/collectives are realising productivity gains in rice and potato farming (before the farm, on the farm) and are accessing market / value chain opportunities (after the farm). Improved capacity of treatment group farmers to increase yield and productivity in rice and potato farming. Improved market understanding and the capacity to overcome barriers to farmers' participation in rice and potato value chains Rice & Potato value chain assessment, mapping barriers to access and equitable distribution of value created.

9. OFFICIES OF DCPUK

Number of Offices:

- Foundation office : 01
- Liaison Offices : 01
- Field Offices : 04
- Total Offices : 06**

10. OPERATIONAL AREAS:

Country	District	Upazila	# of Union	# of Village
Bangladesh	Rangpur	Pirgacha	8	73
		Mithapukur	10	86
		Pirgonj	8	91
		Rangpur Sadar	2 Union and 1 City Corporation	71
		Gangachara	5	36
		Kaunia	6 Union and	44
	Gaibandha	Sundargonj	5	41
	Nilphamari	Kishoreganj	2	11
		Jaldhaka	2	9
		Nilphamari sadar	1	3
	Kurigram	Rajarhat	6	42
Total	04 District	11 Upazila	55 nos	507 Village

11. TARGET GROUP /PARTICIPANTS / BENEFICIARIES

- Landless people
- Hard core/ultra poor
- Poor and marginal farmer
- Backward, Vulnerable and neglected men, women and children irrespective of caste, creed, Culture, religion and ethnicity.
- Disable
- Indigenous people
- Well Off people (for Water and Sanitation and Health)

12. TOTAL NUMBER OF BENEFICIARIES OF THE ORGANIZATION:

Male	Female	Children	Total
126220	132420	3607	262497

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13. STAFF POSITION OF THE ORGANIZATION:

Total staff of the Organization: Male 34 Female 37- Total : 71 nos

Project /Unit wise Staff

SL#	Project /Unit	Male	Female	Total
01	Management level staff	04	02	06
02	Mid level staff	05	04	09
03	Field level staff	22	28	50
04	Peon/ Night Guard/Care taker/ Messenger/ Office Assistant/	03	03	06
Grand Total		34	37	71

14. EXISTING DONOR:

- Bangladesh Freedom Foundation
- CARE Bangladesh
- Helen Keller International (HKI)
- Do Peace
- NGO Forum for Drinking Water Supply and Sanitation
- Department of Women affairs
- Own Fund

15. MEMBERSHIP/PARTNERSHIP AND COLLABORATION WITH OTHER ORGANIZATION:

DCPUK is the Members of:

- Bangladesh Shishu Adhikar Forum (BSAF).
- Consumer Association of Bangladesh (CAB).
- Anti Tobacco Control Alliance.
- People's Health Movement (PHM).
- Campaign for Good Governance (SUPRO).
- Association for Land Reform and Development (ALRD)
- Federation of NGO's in Bangladesh (FNB)
- Campaign for Popular Education (CAMPE).
- People Land and Agrarian Reform In Northern Ecological Territory (PLA_{NET}).
- CMDRR Forum

DCPUK is carrying a registration number under European union as- Europe Aid ID: **BD-2011-EML-0202893374**

16. BANK ACCOUNTS AND SIGNATORIES:

Name of Bank	Account Number	Signatories
Sonali Bank Bazar Branch, Rangpur	SB-5012034016198	Chairman, Executive Director and Project Coordinator, Executive Member, Finance Director
Pubali Bank Ltd. Shapla Shattor ,Rangpur Branch Rangpur	STD - 0297102041283	Chairman, Executive Director and Project Coordinator
Dutch Bangla Bank Limited	STD-162.120.541	Chairman, Executive Director and

Rangpur,Branch,Rangpur.	STD-162.120.2220 STD-162.120.2215	Programme Director, Programme Manager, & Finance Director.
First Security Islamic Bank Limited, Rangpur Branch, Rangpur.	STD-010913100000653 STD-010913100000634 STD-010913100000641 STD-010913100000635 STD-010913100000633	Chairman, Executive Director and Project Coordinator, Executive Member.
SBAC Bank Limited, Central Road, Rangpur Branch, Rangpur.	STD-01130000110218	Chairman, Executive Director and Project Coordinator, Executive Member.

17. MANAGEMENY STRUCTURE AND LEADERSHIP PATTERN

Sustainable development for the poor and disadvantaged community is a ideological stand of DCPUK. It perceives that in order to ensure the sustainable development for the poor there is no alternative of participatory development process. Therefore, in the development process DCPUK ensure participation of all level personnel in with the organization, which includes General Body, Executive Committee, Staff of all level and other stakeholders. 38 Nos. General Body members elect the 9 os. Executive Committee Members. General Body is the supreme authority of the organization for bringing any amendment in the organizational structure. The general body confirms the yearly organizational activities and accounts. Executive Committee elected/selected for two years period and this body is accountable for effective program management, administration, financial controlling, reviewing and approval of the ongoing projects. Executive Director play role as a chief executive of the organization and responsible to the EC, for the management and implementation of organizational activities. Coordinators, Project Director, Project Coordinators, Section Heads reports to the Executive Director of DCPUK.

18. ACCOUNTABILITY OF THE ORGANIZATION:

- 1) The general committee/body is the supreme authority of the Organization. General Body exercising the supreme power of the organization. Yearly Planning, budget, audit, progress of work, any reviewing, membership inclusion and termination need to be confirmed in the general committee meeting. Furthermore, any amendment and inclusion in any constitutional clause need to be approved/confirmed by General Committee.
- 2) The organization is accountable to the Executive Committee for its activities. As per constitution, DCPUK management is responsible to the Executive Committee for the effective management Organization and the program and for the proper utilization of funds provided by the different sources. The EC always monitor the activities of Accounts Section for ensuring the good accounting. Before implementation of any project or plan it needs to be approved by EC, EC also takes decision about the conduction of Evaluation, Audit and Structuring.
- 3) DCPUK managements accountable to the Upazila, District Administration for its activates. DCPUK is participating in the coordination meeting organization by the local Administration and submitting reports on a regular basis.
- 4) DCPUK is also accountable to its beneficiaries for the activates and services and the money they saved and given to the organization's custody.

19. ORGANIZATION TRANSPARENCY:

- DCPUK is transparent to the donors and is providing all types of information considering the requirement.
- DCPUK is transparent to the participants .It is always very much open to the participants/beneficiaries especially about information.
- DCPUK is also transparent to the Counterpart and Partners.
- DCPUK never try to hide any information to the stakeholders it is working with.
- DCPUK is maintaining close touch with Government and providing all necessary information to the authorities at the, Upazila, District and National level.

20. WRITTEN POLICY/MANUAL EXIST IN DCPUK

- a) Personnel Policy /Service rule.
- b) Financial Policy /Manual
- c) Gender Policy
- d) Saving and Credit Program Operation Manual
- e) Operational Guideline for the Program

Others Policy /Manual /Documents DCPUK is going to development are as follows:

- Strategic Planning
- Administrative Manual
- Monitoring and Evaluation including impact Evaluation system.

21. DCPUK GOVERNANCE:

DCPUK has two Body or Committee

1. General Body /Committee
2. Executive Committee body

General Body is consisting of 38 members.

Details of the Executive Committee Members are as follows:

SL#	Name	Position	Sex	Profession	Address
01	Mr. Anup Kumar Sarker	President	Male	Private service	Eco- Bright Apartment 6/25 ,Humayan Road , Mohammadpur Dhaka -1207 Mobile: 01712079744
02	Mr. Monnaf Sarker	Vice President	Male	Private service	Vill: Kutubbash P.O: Chowdhurani Pirgacha ,Rangpur
03	Md. Nurul Islam Dulu	Executive Director	Male	Development service	Ninodi Sadan House # 12, Road # 3/1 Upazila : Rangpur Sadar Satgara Mistripara,Rangpur.
04	Mr. Hafizur Rahman	Member	Male	Private service	Vill: Moglakuthi P.O: Chowdhurani Pirgacha ,Rangpur
05	Mr. Zillur Rahaman Khondaker	Member	Male	Private service	Vill: Kisamot Sherpur , P.O: Shadullapur, Dist-Gaibandha.
06	Mr. Shaiful Islam	Member	Male	Development service	Vill: Ramkrishnopur P.O: Rahamatpur Badargang , Rangpur
07	Ms. Moshfeka Razzak	Member	Female	Social work	Vill: Nurpur P.O: Rangpur Rangpur Sadar ,Rangpur
08	Mohammad Khairat Husson	Member	Male	Development service	Vill: Choto Gurgola P.O: Dinajpur Up: Dinajpur Sadar Dist: Dinajpur
09	Ms. Rokeya Begum	Member	Female	House wife	Vill: Ahasanulla Road, kundol (Poschim para) Post:- Syedpur, Dis: Nilphamari

