

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার
শরণার্থী ত্রাণ ও প্রত্যাবাসন কমিশনারের কার্যালয়
কক্সবাজার
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স্মারক ন.- ৫১.০৪.২২০০.০০৬.০১.১১৩.২০২৫-৬৬২

তারিখ: ২ ফেব্রুয়ারি ২০২৬ খ্রি.

বিষয়: “Cordaid” নামীয় সংস্থার মানবিক সহায়তা কার্যক্রম বাস্তবায়নকরণ।

- সূত্র: (১) Stichting Cordaid এর পত্র ন.-০০১, তারিখ: ০৮ ফেব্রুয়ারি ২০২৬ খ্রি.
(২) ক্যাম্প-ইনচার্জ (ক্যাম্প-১৫) এর পত্র ন.-৮৪৩, তারিখ: ০২ ফেব্রুয়ারি ২০২৬ খ্রি.
(৩) ক্যাম্প-ইনচার্জ (ক্যাম্প-১৫) এর পত্র ন.-৮৪৪, তারিখ: ০২ ফেব্রুয়ারি ২০২৬ খ্রি.
(৪) ক্যাম্প-ইনচার্জ (ক্যাম্প-১৮) এর পত্র ন.-৫৩১, তারিখ: ১৫ ফেব্রুয়ারি ২০২৬ খ্রি.
(৫) ক্যাম্প-ইনচার্জ (ক্যাম্প-২০ এবং ২০ এক্সটেনশন) এর পত্র ন.-৪১, তারিখ: ০২ ফেব্রুয়ারি ২০২৬ খ্রি.
(৬) WFP এর সাথে চুক্তিপত্র ন.-WFP/BGD/2026/SC/Multi/002, তারিখ: ২৬ জানুয়ারি ২০২৬ খ্রি.

উপর্যুক্ত বিষয় ও সূত্রের পরিপ্রেক্ষিতে জানানো যাচ্ছে যে, Stichting Cordaid নামীয় সংস্থা কে বলপূর্বক বাস্তবায়িত মিয়ানমার নাগরিকদের মানবিক সেবা প্রদানের লক্ষ্যে হকে বর্ণিত কার্যক্রম নিম্নোক্ত শর্তের আলোকে ক্যাম্প অভ্যন্তরে বাস্তবায়নের জন্য নির্দেশক্রমে সম্মতি জ্ঞাপন করা হলো:

Donor: WFP

Project Title: “Green Skills Development in Rohingya Camps”

Duration: 01 February 2026 to 31 December 2026

Camp: 4Ext.

Sl. No.	Name of Structure/Activities	Quantity	Frequency	Unit cost	Total Taka	Remarks
1.	Raw materials for Production	1	2 times	50,000/-	100,000	For 100 project participants to work 110 days
2.	Materials for waste cleaning & Hygiene	1	11 months	1,750/-	19,250	For 100 project participants to work 110 days
3.	Renovation/regular maintenance and solar work of Up-cycling centers	1	11 months	750/-	8,250	Renovation work for 11 months @BDT 1,500 per month. BDT 750 X 11 months= 8,250/-
4.	Wages for item producers, waste operator (Sorting, cleaning, Heat press), Re-usable item producers (Sewing, Bamboo)	100	110 days	350/-	3,850,000	100 project participants will be working for 110 days from February 2026 to 31 st December 2026 @50 taka per hour for 7 hours a day. 100 persons X 110 days X BDT 50 X 7 hours (minimum 5 hours & maximum 7 hours) = 3,850,000/-
Total					39,77,500/-	

Donor: WFP

Project Title: “Green Skills Development in Rohingya Camps”

Duration: 01 February 2026 to 31 December 2026

Camp: 4Ext.

Sl. No.	Name of structure/Activities	Quantity/ Number of unit	Frequency	Unit Type	Unit cost	Total Taka	Remarks
1	Provide Summer and winter vegetable seeds and inputs (fertilizer, compost etc.)	420	2	Times	900	756000	For 420 project participants for Summer and Winter season. BDT 900/- X 420 persons X 2 times = 7,56,000/-.
2	Provide inputs for Kitchen Composting (Manure, Trichoderma etc.)	15	2	Times	3000	90000	For 15 project participants of Kitchen Composting. BDT 3000/- X 15 persons X 2 times = 90000/-.
3	Provide inputs for Poultry rearing (Local chicken, feed, henhouse etc.)	20	2	Times	3000	120000	For 20 project participants of Poultry rearing. BDT 3000/- X 20 persons X 2 times = 120000/-.
4	Provide inputs for Pigeon Farming (Pigeon, feed, pigeon house etc.)	20	2	Times	3000	120000	For 20 project participants of Pigeon Farming. BDT 3000/- X 20 persons X 2 times = 120000/-.
5	Cooking demonstration sessions	14	1	Time	3000	42000	14 Cooking demonstration consisting of 15 beneficiaries for one time. BDT 3000/- per cooking demonstration cost. BDT 3000/- X 14 groups X 1 time = 42000/-.
6	GSD Center/warehouse supplies, utility, repair & maintenance	1	11	Months	1000	11000	For 1 Centers supplies, utility & maintenance BDT 1000/- X 1 centre X 11 months = 11000/-.
7	Training Venue and GSD Center Guard (FDMN) at Camp-HG	1	11	Months	8000	88000	1 guard will be recruited for 11 months from FDMN. 1 guard X 11 months X 8000 BDT /- = 88000/-.
8	Rohingya Mentor	4	50	Days	350	70000	4 mentors from FDMN to conduct the Coaching & Mentoring. 4 Mentor X 50 days X BDT 350/- = 70000/-.
9	Rohingya Vegetable aggregator	3	2	Months	8000	48000	3 Vegetable aggregator from FDMN to collect and sell the produced vegetables in the market. 3 aggregator X 2 months X BDT 8000/- = 48000/-.

10	Wages for HG	420	8	Days	350	1176000	Total 420 project participants will be working for 2 times in 2 seasons @ BDT 1400 per season (350 *4=1400). 420 persons X BDT 1400/- X 2 times in 2 season = 117,6000/-
11	Wages for Kitchen Composting	15	100	Days	350	525000	Total 15 project participants will be working for 100 days in 2 seasons @ BDT 17500 per person. 15 persons X BDT 350/- X100 days in 2 season = 525,000/-
12	Wages for Poultry rearing	20	2	Days	350	14000	Total 20 project participants will attend training for 2 days @ BDT 700 per person. 20 persons X BDT 350/- X 2 days = 14000/-
13	Wages for Pigeon Farming	20	2	Days	350	14000	Total 20 project participants will attend training for 2 days @ BDT 700 per person. 20 persons X BDT 350/- X 2 days = 14000/-
Total						30,74,000/-	

Donor: WFP

Project Title: "Green Skills Development in Rohingya Camps"

Duration: 01 February 2026 to 31 December 2026

Camp: 15

Sl. No.	Name of structure	Quantity / number of unit	Frequency	Unit Type	Unit cost	Total Taka	Remarks
1	Provide Summer and winter vegetable seeds and inputs (fertilizer, compost etc.)	2100	2	Times	900	3780000	For 2100 project participants for Summer and Winter season. @BDT 900/- X 2100 persons X 2 times = 3,780,000/-.
2	Provide inputs for Seedling & Sapling grower (Seed, Manure, seedling try, cocopeat etc.)	187	1	Time	3000	561000	For 187 project participants of Seedling & Sapling grower @BDT 3000/- X 187 persons X 1 time = 561000/-.
3	Provide inputs for Kitchen Composting (Manure, Trichoderma etc.)	20	2	Times	3000	120000	For 20 project participants of Kitchen Composting @BDT 3000/- X 20 persons X 2 times = 120000/-.
4	Provide inputs for Poultry rearing (Local chicken,	30	2	Times	3000	180000	For 30 project participants of Poultry rearing @BDT 3000/- X 30 persons X 2 times

	feed, henhouse etc.)						= 180000/-
5	Provide inputs for Pigeon Farming (Pigeon, feed, pigeon house etc.)	30	2	Times	3000	180000	For 30 project participants of Pigeon Farming @BDT 3000/- X 30 persons X 2 times = 180000/-
6	Provide inputs for Hydroponic (Seed, seedling, cocopeat, shed etc)	10	2	Times	200	4000	For 10 project participants of Hydroponic @BDT 200/- X 10 persons X 2 times =4000/-
7	Provide inputs for Aquaponic (Seed, seedling, fish, cocopeat, shed etc)	10	2	Times	3000	60000	For 10 project participants of Aquaponic @BDT 3000/- X 10 persons X 2 times = 60000/-
8	Cooking demonstration sessions	15	1	Time	3000	45000	15 Cooking demonstration consisting of 15 beneficiaries for one time @BDT 3000/- per cooking demonstration cost. BDT 3000/- X15 groups X 1 time = 45000/-.
9	GSD Center/warehouse supplies, utility, repair & maintenance	1	11	Months	1000	11000	For 1 Centers supplies, utility & maintenance BDT 1000/- X 1 center X 11 months = 11000/-
10	Demonstration Plot (Innovative items, Martials, Inputs, Labour Cost)	1	2	Times	50000	100000	1 Demonstration plots will be established in summer season and another 1 in winter season. BDT 50000/- X 2 seasons X 1 Demonstration Plots = 100000/-
11	Training Venue and GSD Center Guard (FDMN) at Camp-HG	1	11	Months	8000	88000	1 guard will be recruited for 11 months from FDMN. 1 guard X 11 months X 8000 BDT /- = 88000/-
12	Rohingya Mentor	21	50	Days	350	367500	21 mentors from FDMN to conduct the Coaching & Mentoring. 21 Mentor X 50 days X BDT 350/- =367500/-
13	Rohingya Vegetable aggregator	5	2	Months	8000	80000	5 Vegetable aggregator from FDMN to collect and sell the produced vegetables in the market. 5 aggregator X 2 months X BDT 8000/- =80000/-
14	Wages for HG	2100	8	Days	350	5880000	Total 2100 project participants will be working for 2 times in 2 seasons @ BDT 1400 per season

							(350*4=1400). 2100 persons X BDT 1400/- X 2 times in 2 season = 5880,000/-
15	Wages for Mushroom	25	30	Days	350	262500	Total 25 project participants will be working for 30 days in 2 season @ BDT 5250 per season. 25 persons X BDT 350/-X 30 days in 2 season = 2625,000/-
16	Wages for Seedling & Sapling grower	187	100	Days	350	6545000	Total 187 project participants will be working for 100 days in 2 season @ BDT 17500 per season. 187 persons X BDT 350/-X 100 days in 2 season = 6,545,000/-
17	Wages for Kitchen Composting	20	100	Days	350	700000	Total 20 project participants will be working for 100 days in 2 seasons @ BDT 17500 per season. 20 persons X BDT 350/-X 100days in 2 season = 700,000/-
18	Wages for Poultry rearing	30	2	Days	350	21000	Total 30 project participants will attend training for 2 days @ BDT 700 per season. 30 persons X BDT 350/-X 2 days = 21,000/-
19	Wages for Pigeon Farming	30	2	Days	350	21000	Total 30 project participants will attend training for 2 days @ BDT 700 per season. 30 persons X BDT 350/-X 2 days = 21,000/-
20	Wages for Hydroponic	10	12	Days	350	42000	Total 10 project participants will be working for 12 days in 2 seasons @ BDT 2100 per season. 10 persons X BDT 350/-X 12 days in 2 season = 42,000/-
21	Wages for Aquaponic	10	12	Days	350	42000	Total 10 project participants will be working for 12 days in 2 seasons @ BDT 2100 per season. 10 persons X BDT 350/-X 12 days in 2 season = 42,000/-
Total						1,90,90,000	

Donor: WFP

Project Title: "Green Skills Development in Rohingya Camps"

Duration: 01 February 2026 to 31 December 2026

Camp: 15

Sl. No.	Name of structure	Quantity/ Number of unit	Frequency	Unit cost	Total Taka	Remarks
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1.	Raw materials for Production	1	2 times	100,000/-	200,000	For 400 project participants to work 110 days
2.	Materials for waste cleaning & Hygiene	1	11 months	3,500/-	38,500	For 400 project participants to work 110 days
3.	Volunteer (Host)	1	11 months	12,000/-	132,000	1 Volunteers from Host Community will be recruited for 11 months. 1 Volunteer X 11 months X BDT12,000/- = 132,000/-.
4.	Dumper rental for waste collection from other camps	1	40 trips	5,500/-	220,000	One dumper will be rented to collect waste from all Camps of Cox's Bazar. 1 dumper X 40 trips X 5,500/- = 220,000/-.
5.	Renovation/regular maintenance and solar work of Up-cycling centres	1	11 months	2,500/-	27,500	Renovation work fpp 11 months @BDT 2,500 per month. BDT 2,500 X 11 months= 27,500/-
6.	Wages for item producers, waste operator (Sorting, cleaning, Heat press), Re-usable item producers (Sewing, Bamboo)	400	110 days	350/-	15,400,000	400 project participants will be working for 110 days from February 2026 to 31 st December 2026 @50 taka per hour for 7 hours a day. 400 persons X 110 days X BDT 50 X 7 hours (minimum 5 hours & maximum 7 hours) = 15,400,000/-.
Total					1,60,18,000/-	

Donor: WFP

Project Title: "Green Skills Development in Rohingya Camps"

Duration: 01 February 2026 to 31 December 2026

Camp: 18

Sl. No.	Name of structure	Quantity/ number of unit	Frequency	Unit cost	Total Taka	Remarks
1	Provide Summer and winter vegetable seeds and inputs (fertilizer, compost etc.)	2100	2	900	3780000	For 2100 project participants for Summer and Winter season. @BDT 900/- X 2100 persons X 2 times = 3,780,000/-.
2	Provide inputs for Kitchen Composting (Manure, Trichoderma etc.)	20	2	3000	120000	For 20 project participants of Kitchen Composting @BDT 3000/- X 20 persons X 2 times = 120000/-.
3	Provide inputs for Poultry rearing (Local chicken, feed, henhouse etc.)	30	2	3000	180000	For 30 project participants of Poultry rearing @BDT 3000/- X 30 persons X 2 times = 180000/-
4	Provide inputs for Pigeon Farming (Pigeon, feed, pigeon house etc.)	30	2	3000	180000	For 30 project participants of Pigeon Farming @BDT 3000/- X 30 persons X 2 times = 180000/-
5	Cooking demonstration sessions	14	1	3000	42000	14 Cooking demonstration consisting of 15 beneficiaries for one time @BDT 3000/- per cooking demonstration cost. BDT 3000/- X14 groups X 1 time = 42000/-.

6	GSD Center/warehouse supplies, utility, repair & maintenance	1	11	1000	11000	For 1 Centers supplies, utility & maintenance BDT 1000/- X 1 centre X 11 months = 11000/-
7	Demonstration Plot (Innovative items, Materials, Inputs, Labour Cost)	1	2	50000	100000	1 Demonstration plots will be established in summer season and another 1 in winter season. BDT 50000/- X 2 seasons X 1 Demonstration Plots = 100000/-
8	Training Venue and GSD Center Guard (FDMN) at Camp-HG	1	11	8000	88000	1 guard will be recruited for 11 months from FDMN. 1 guard X 11 months X 8000 BDT /- = 88000/-
9	Rohingya Mentor	21	50	350	367500	21 mentors from FDMN to conduct the Coaching & Mentoring. 21 Mentor X 50 days X BDT 350/- = 367500/-
10	Rohingya Vegetable aggregator	5	2	8000	80000	5 Vegetable aggregator from FDMN to collect and sell the produced vegetables in the market. 5 aggregator X 2 months X BDT 8000/- = 80000/-
11	Wages for HG	2100	8	350	5880000	Total 2100 project participants will be working for 2 times in 2 seasons @ BDT 1400 per season (350*4=1400). 2100 persons X BDT 1400/- X 2 times in 2 season = 5880,000/-
12	Wages for Kitchen Composting	20	100	350	700000	Total 20 project participants will be working for 100 days in 2 seasons @ BDT 17500 per season. 20 persons X BDT 350/- X 100days in 2 season = 700,000/-
13	Wages for Poultry rearing	30	2	350	21000	Total 30 project participants will attend training for 2 days @ BDT 700 per season. 30 persons X BDT 350/- X 2 days = 21,000/-
14	Wages for Pigeon Farming	30	2	350	21000	Total 30 project participants will attend training for 2 days @ BDT 700 per season. 30 persons X BDT 350/- X 2 days = 21,000/-
Total					1,15,70,500/-	

Donor: WFP

Project Title: "Green Skills Development in Rohingya Camps"

Duration: 01 February 2026 to 31 December 2026

Camp: 20

Sl. No.	Name of structure	Quantity/ number of unit	Frequency	Unit Type	Unit cost	Total Taka	Remarks
1	Provide Summer and winter vegetable seeds and inputs (fertilizer,	840	2	Times	900	1512000	For 840 project participants for Summer and Winter season. BDT 900/- X 840 persons X 2 times = 1,512,000/-.

	compost etc.)						
2	Provide inputs for Kitchen Composting (Manure, Trichoderma etc.)	15	2	Times	3000	90000	For 15 project participants of Kitchen Composting. BDT 3000/- X 15 persons X 2 times = 90000/-.
3	Provide inputs for Poultry rearing (Local chicken, feed, henhouse etc.)	5	2	Times	3000	30000	For 5 project participants of Poultry rearing. BDT 3000/- X 5 persons X 2 times = 30000/-
4	Provide inputs for Pigeon Farming (Pigeon, feed, pigeon house etc.)	5	2	Times	3000	30000	For 5 project participants of Pigeon Farming. BDT 3000/- X 5 persons X 2 times = 30000/-
5	Cooking demonstration sessions	14	1	Time	3000	42000	14 Cooking demonstration consisting of 15 beneficiaries for one time. BDT 3000/- per cooking demonstration cost. BDT 3000/- X14 groups X 1 time = 42000/-.
6	GSD Center/warehouse supplies, utility, repair & maintenance	1	11	Months	1000	11000	For 1 Centers supplies, utility & maintenance BDT 1000/- X 1 centre X 11 months = 11000/-
7	Training Venue and GSD Center Guard (FDMN) at Camp-HG	1	11	Months	8000	88000	1 guard will be recruited for 11 months from FDMN. 1 guard X 11 months X 8000 BDT /- = 88000/-
8	Rohingya Mentor	8	50	Days	350	140000	8 mentors from FDMN to conduct the Coaching & Mentoring. 8 Mentor X 50 days X BDT 350/- =140000/-
9	Rohingya Vegetable aggregator	2	2	Months	8000	32000	2 Vegetable aggregator from FDMN to collect and sell the produced vegetables in the market. 2 aggregator X 2 months X BDT 8000/- =32000/-
10	Wages for HG	840	8	Days	350	2352000	Total 840 project participants will be working for 2 times in 2 seasons @ BDT 1400 per season. 840 persons X BDT 1400/-X 2 times in 2 season = 2352,000/-
11	Wages for Kitchen Composting	15	100	Days	350	525000	Total 15 project participants will be working for 100 days in 2 seasons @ BDT 17500 per person. 15 persons X BDT 350/-X100 days in 2 season = 525,000/-

12	Wages for Poultry rearing	5	2	Days	350	3500	Total 05 project participants will attend training for 2 days @ BDT 700 per person. 05 persons X BDT 350/- X 2 days = 3500/-
13	Wages for Pigeon Farming	5	2	Days	350	3500	Total 05 project participants will attend training for 2 days @ BDT 700 per person. 05 persons X BDT 350/- X 2 days = 3500/-
Total						48,59,000/-	

Donor: WFP

Project Title: "Green Skills Development in Rohingya Camps"

Duration: 01 February 2026 to 31 December 2026

Camp: 20 Ext.

Sl. No.	Name of structure	Quantity/ number of unit	Frequency	Unit Type	Unit cost	Total Taka	Remarks
1	Provide Summer and winter vegetable seeds and inputs (fertilizer, compost etc.)	840	2	Times	900	1512000	For 840 project participants for Summer and Winter season. BDT 900/- X 840 persons X 2 times = 1,512,000/-.
2	Provide inputs for Aquaculture (Fish fingerlings, feed etc.)	500	1	Time	3000	1500000	For 500 project participants of Aqua @BDT 3000/- X 500 persons X 1 times = 1500000/-.
3	Provide inputs for lake/pond (fingerlings, fishing boats, fishing net, fish feed, bamboo, rope, and needs based materials)	1	4	Times	750000	3000000	For 1 pond/ lake @BDT 750,000 X 4 Times = BDT 3,000,000
4	Provide inputs for Kitchen Composting (Manure, Trichoderma etc.)	15	2	Times	3000	90000	For 15 project participants of Kitchen Composting @BDT 3000/- X 15 persons X 2 times = 90000/-.
5	Provide inputs for Poultry rearing (Local chicken, feed, henhouse etc.)	10	2	Times	3000	60000	For 10 project participants of Poultry rearing @BDT 3000/- X 10 persons X 2 times = 60000/-
6	Provide inputs for Pigeon Farming (Pigeon, feed, pigeon house etc.)	10	2	Times	3000	60000	For 10 project participants of Pigeon Farming @BDT 3000/- X 10 persons X 2 times =

							60000/-
7	Provide inputs for Hydroponic (Seed, seedling, cocopeat, shed etc)	5	2	Times	200	2000	For 5 project participants of Hydroponic @BDT 200/- X 5 persons X 2 times =2000/-
8	Provide inputs for Aquaponic (Seed, seedling, fish, cocopeat, shed etc)	5	2	Times	3000	30000	For 5 project participants of Aquaponic @BDT 3000/- X 5 persons X 2 times = 30000/-
9	Cooking demonstration sessions	14	1	Time	3000	42000	14 Cooking demonstration consisting of 15 beneficiaries for one time @BDT 3000/- per cooking demonstration cost. BDT 3000/- X14 groups X 1 time = 42000/-.
10	GSD Center/warehouse supplies, utility, repair & maintenance	1	11	Months	1000	11000	For 1 Centers supplies, utility & maintenance BDT 1000/- X 1 centre X 11 months = 11000/-
12	Training Venue and GSD Center Guard (FDMN) at Camp-HG	1	11	Months	8000	88000	1 guard will be recruited for 11 months from FDMN. 1 guard X 11 months X 8000 BDT /- = 88000/-
13	Rohingya Mentor	8	50	Days	350	140000	8 mentors from FDMN to conduct the Coaching & Mentoring. 8 Mentor X 50 days X BDT 350/- =140000/-
14	Rohingya Vegetable aggregator	3	2	Months	8000	48000	3 Vegetable aggregator from FDMN to collect and sell the produced vegetables in the market. 3 aggregator X 2 months X BDT 8000/- =48000/-
15	Wages for HG	840	8	Days	350	2352000	Total 840 project participants will be working for 2 times in 2 seasons @ BDT 1400 per season. 840 persons X BDT 1400/-X 2 times in 2 season = 2352,000/-

16	Wages for Aqua	500	15	Days	350	2625000	Total 500 project participants will be working for 15 days @ BDT 5250 per season. 500 persons X BDT 350/-X 15 days X 1 season = 2625,000/-
18	Wages for Kitchen Composting	15	100	Days	350	525000	Total 15 project participants will be working for 100 days in 2 seasons @ BDT 17500 per person. 15 persons X BDT 350/-X100 days in 2 season = 525,000/-
19	Wages for Poultry rearing	10	2	Days	350	7000	Total 10 project participants will attend training for 2 days @ BDT 700 per season. 10 persons X BDT 350/-X 2 days = 7,000/-
20	Wages for Pigeon Farming	10	2	Days	350	7000	Total 10 project participants will attend training for 2 days @ BDT 700 per season. 10 persons X BDT 350/-X 2 days = 7,000/-
21	Wages for Hydroponic	5	12	Days	350	21000	Total 05 project participants will be working for 12 days in 2 seasons @ BDT 2100 per season. 05 persons X BDT 350/-X 12 days in 2 season = 21,000/-
22	Wages for Aquaponic	5	12	Days	350	21000	Total 05 project participants will be working for 12 days in 2 seasons @ BDT 2100 per season. 05 persons X BDT 350/-X 12 days in 2 season = 21,000/-
Total						1,21,41,000/-	

শর্তাবলী:

- (১) কাজ শুরুর পূর্বেই কারিগরি জনবল নিয়োগ করতে হবে। নিয়োগকৃতদের তালিকা এ অফিস এবং সংশ্লিষ্ট ক্যাম্প-ইনচার্জ এর নিকট সরবরাহ করতে হবে;
- (২) কাজ শুরুর পূর্বেই সংশ্লিষ্ট ক্যাম্প-ইনচার্জ এর নিকট প্রস্তাবিত কাজের বিস্তারিত কর্ম পরিকল্পনার কপি প্রদান করে অনুমোদনসূচক লিখিত প্রাপ্তি স্বীকার গ্রহণ করতে হবে;
- (৩) কর্মসম্পাদনের ক্ষেত্রে সর্বদা ক্যাম্প-ইনচার্জ এর সাথে সমন্বয় করতে হবে;

- (৪) প্রকল্প বাস্তবায়নের ক্ষেত্রে এনজিও বিষয়ক ব্যুরোর এফডি-৭ ও Framework for NGOs এ বর্ণিত নির্দেশাবলী এবং এতদসংক্রান্ত অন্যান্য নির্দেশাবলী আবশ্যিকভাবে প্রতিপালন করতে হবে;
- (৫) কার্যক্রম বাস্তবায়ন পর্যালোচনা করার জন্য এ কার্যালয়ের কর্মকর্তা, ক্যাম্প-ইনচার্জ বা উপর্যুক্ত প্রতিনিধি যেকোন সময় কার্যক্রমস্বল ও ক্যাম্প কার্যালয় পরিদর্শন করবেন;
- (৬) উল্লিখিত কার্যক্রম ব্যতীত অন্য কোন কার্যক্রম বাস্তবায়ন তথা আর্থিক লেনদেন করা যাবে না;
- (৭) কাজ বাস্তবায়ন শেষে একটি লিখিত প্রতিবেদন বাস্তবায়িত কাজের প্রয়োজনীয় সংখ্যক ইনভেলোপ আকারের ছবিসহ সংশ্লিষ্ট ক্যাম্প-ইনচার্জ এর প্রতিস্বাক্ষর গ্রহণপূর্বক এ কার্যালয়ে দাখিল করতে হবে; এবং
- (৮) নিয়মিতভাবে সভাসমূহে উপস্থিত থাকতে হবে এবং প্রতিবেদনসমূহ দাখিল করতে হবে।


১৫.০২.১৫
নওশের ইবনে হালিম
সহকারী সচিব

মোবাইল: ০১৮১৮-৭২৬৮৭২
ই-মেইল: contact@rrrc.gov.bd

এরিয়া প্রোগ্রাম ম্যানেজার
কর্ডএইড, উখিয়া, কক্সবাজার।

অনুলিপি: সদয় জ্ঞাতার্থে/ জ্ঞাতার্থে ও কার্যার্থে (জ্যেষ্ঠতার ক্রমানুসারে নয়):

- ১। অতিরিক্ত শরণার্থী ত্রাণ ও প্রত্যাবাসন কমিশনার, এ কার্যালয়।
- ২। জেলা প্রশাসক, কক্সবাজার।
- ৩। ক্যাম্প-ইনচার্জ, ক্যাম্প-৪ এক্সটেনশন, ১৫, ১৮ ২০ এবং ২০ এক্সটেনশন, উখিয়া, কক্সবাজার।
- ৪। সহকারী প্রোগ্রামার, এ কার্যালয় (ওয়েবসাইটে প্রকাশের জন্য)।