



Safe Motherhood Promotion Project (SMPP)

(A project of the Ministry of Health and Family Welfare supported by JICA)

QUARTERLY PROGRESS REPORT

Duration: January 2007 – March 2007

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1. Introduction

The purpose of this report is to document the activities and events undertaken so far during the period of January 2007 – March 2007. After having initial introduction of the project personnel (SMPP Team) with all level government counterparts (partners), the project started getting its momentum gradually during this period. Upazila Coordinators were able to provide necessary technical assistance to their respective government counterparts especially in organizing Upazila Project Implementation Committee (UPIC) meeting at the local level. Dhaka based Project Management Team (PMT) provided necessary assistance to the Joint Chief, Planning, MOHFW and her team; Line Director, ESD (Health), DGHS and Line Director, MC and RH, DGFP to effectively implement the project activities. During this period the “Launching Workshop” of the SMPP was successfully organized at the national level.

2. Project Management

As part of support activities the project office successfully organized weekly staff meeting at the project office, Narsingdi. The project office also provided necessary logistics support to Upazila Coordinators to organize Upazila Project Implementation Committee (UPIC) meeting at upazila level and District Project Implementation Committee (DPIC) meeting at the district level. On the other Dhaka office successfully organized three days long “Orientation and Basic Technical Training” for SMPP staff. In order to ensure effective management of the project several meetings of the Project Management Team (PMT) were held at Dhaka office. The total SMPP team made excellent efforts to organize the “Launching Workshop of the SMPP” successfully at the national.

3. Major activities implemented

3.1 Development of LLP at upazila level

As part of developing Local Level Plan (LLP) for the fiscal year 2007-08 under Family Planning wing Upazila LLP team were actively involved in organizing stakeholder meeting and developing LLP at each upazila. As agreed in the District LLP workshop SMPP upazila coordinators were actively involved to assist the Upazila LLP team in organizing stakeholder meeting and developing LLP effectively. Findings in this connection are as follows:

- Stakeholder meeting/workshop was not properly organized and facilitated in most cases due to lack of proper guidance and supervision from District FP management.

- Lack of adequate clarification among upazila managers including other LLP team members even after having two days orientation on LLP at the district
- Lack of adequate efforts and concentration provided by the upazila managers
- In all Upazila, FP managers seemed to be dependent on Upazila Coordinator to get the job done as planned; e.g. organizing stakeholder meeting and filling – up the LLP toolkit

As part of that a two days long District LLP Compilation Workshop was held on 6th and 7th February 2007 organized by DD-FP office. Core LLP cell, DGFP facilitated the workshop. Due to incomplete plan developed by Upazila LLP team the second day was shifted to 8th February 2007. Upazila Coordinators were actively involved to assist the Upazila LLP team in compilation and finalization of the upazila plan.

3.2 Project Management Team (PMT) meeting:

Meeting of Dhaka based Project Management Team (PMT) was introduced in the project on weekly basis and every Thursday at 2.00 pm at Dhaka office has been fixed. Accordingly several meetings were held during this quarter. The purpose of the meeting:

- Reduce communication gap between PMT members
- Update and sharing of any issue related to the project
- Individual reporting and sharing of individual schedule
- Planning and preparation for the next week or so

3.3 Safe Motherhood Technical Working Group meeting:

The meeting of Safe Motherhood Technical Working Group under HNP consortium of Development partners was held at the DFID Bangladesh office chaired by Chief Advisor, SMPP. Other two members of Dhaka based Project Management Team (PC and PM) also attended the meeting. And it was the 2nd consecutive meeting under the chairmanship of Chief Advisor, SMPP. DFID, World Bank, ADB, UNICEF and UNFPA representatives were present among others.

3.4 Orientation and Basic Technical Training of SMPP staff:

As part of the start-up activities of the project as well as staff development, a three days long Orientation and Basic Technical Training of the SMPP staff was organized at the Dhaka office on 27th, 28th and 29th January 2007. The purpose of the program was to:

- Develop common understanding on the SMPP, role of all level staff and implementation guideline

- Develop the mechanism of knowing each other as the team member and effective communication at all level of the project
- Having clear understanding on skill and competency of SMPP staff
- Develop sub-activities under each activity according to the PDM



It was clearly evident that Orientation and Basic Technical Training was highly needed during that time. All SMPP technical staff including two PAs attended the orientation program. At the end of the orientation every member of the SMPP team was convinced to provide continued efforts and dedication to make the SMPP success. Major contents of the program included: self analysis, communication mechanism, developing sub-activities under PDM and technical training. But due to time constraints technical training was not done.

3.5 Overseas Midwifery training

As part of the technical assistance the project facilitated to send five GOB participants especially field level staff (Sr. Staff Nurse and FWV) to Osaka, Japan for attending the training titled “Joint Training for Maternal and Child Health Counterpart” organized by JICA HQ. In this connection a day long orientation session of the Government participants was organized by the project at the project office, Narsingdi. SMPP team was present to facilitate the session including development technical papers for sharing and related administrative and logistics issue. Accordingly above mentioned participants successfully attended the training for one month and returned back to their working place. Local initiatives were undertaken at each upazila to utilize their knowledge and skills gained from the training and respective Upazila Coordinator facilitated the process.

3.6 District Project Implementation Committee (DPIC) Meeting

As part of functioning of the DPIC, the second meeting of the DPIC was held on 13th February 2007 at the conference room, DC office, Narsingdi. The meeting was presided over by the Deputy Commissioner, Narsingdi as the Convener of the DPIC and Civil Surgeon and DD-FP, Narsingdi among others were present in the meeting. On behalf of the Line Director, MCH services, DGFP Dr. Syeda Tazneen Waris, DD (MCH) & Program Manager (MHS) attended the meeting. Deputy Representative, JICA Bangladesh and Health sector in charge EHARA Kenji was also present in the meeting.

Discussion points of the meeting were

- Review last meeting minute for approval
- Update project progress: In this connection UNO and UH&FPO of all six upazila made brief presentation on respective UPIC related activities especially major decisions made by UPIC meeting at the upazila level. Chief Advisor, SMPP updated the DPIC about first Joint Coordination Committee (JCC) meeting and its decisions. On behalf of CARE Bangladesh as the partner, Technical Officer, M&E made brief presentation on situation analysis done so far in selected two Upazilas.
- Project Manager made a presentation on current MCH situation in Narsingdi. As part of that, key findings of baseline survey conducted under SMPP by BRAC were shared with the DPIC members.

Key decisions made in the meeting were:

- District and Upazila Managers should be informed formally well before regarding any initiative undertaken by the project
- Regarding dissemination of information latest data preferably from BDHS should be used.
- MO-MCH as the Member Secretary of the UPIC should be included in the DPIC as the member.

3.7 Situation analysis session on CARE part

A daylong Situation Analysis session on CARE part was held at the SMPP project office facilitated by External Consultant, CARE Bangladesh. SMPP team both JICA and CARE were present in the session. Draft questionnaire and methodologies on proposed situation analysis in two selected Upazilas were presented by the consultant team. After having an open discussion feedbacks provided by participants were incorporated. It was agreed that

- The questionnaire should be in Bangla
- Clear guideline should be developed
- Common understanding of all CARE team members on the each and every part of the questionnaire before data collection

The Situation Analysis was conducted in Monohordi and Raipura to analyze opportunities and issues/barriers of the target populations especially poor and marginalized in claiming the rights to Safe Motherhood and RH. The purpose of the situational analysis was to develop need based and realistic implementation plan, which will contribute in establishing an effective and sustainable community mobilization system in the project areas.

One external consultant Therese Blanchet and her team was contracted to support the situational analysis exercise. The SMPP field staff was engaged in process of data collection at field level using both qualitative and quantitative method. This involvement gave the SMPP staff an opportunity to build their capacity to continue similar exercise over the project period. The study was conducted during the period of 27th February 2007 - 22nd March.

3.8 Upazila Project Implementation Committee (UPIC) Meeting

During the first quarter of the calendar year 2007 UPIC meeting was organized in all Upazilas. As part of functioning the UPIC, Upazila Coordinators provided technical assistance to respective Coordinator (UNO) and Member Secretary (MO-MCH) in organizing UPIC meeting at upazila level.



Consolidated findings of UPIC meetings included:

- A consensus was made that departments of social services, women affairs and youth development will be actively involved in the project incorporating safe motherhood component in to their existing training package with priority
- Relatively better organized in terms of discussion on MCH related issues especially performance review
- Emphasis given on community related activities especially raising awareness among all stakeholders

- In Raipura, provision of package services in cluster (making number of unions as one cluster) particularly for hard to reach areas and integration between SMPP interventions at the community and Demand Side Financing initiative etc.
- Meetings were facilitated by the respective member secretary
- In Monohordi, a five member committee headed by UFPO was formed to analyze existing MIS of H & FP including NGOs and develop a standard baseline

Comparative analysis of UPIC meeting during the quarter:

Name of Upazila	UPIC meeting		Performance in %
	Planned	Held	
Belabo	03	01	33.3%
Monohordi	03	02	66.6%
Polash	03	02	66.6%
Raipura	03	01	33.3%
Sadar	03	01	33.3%
Shibpur	03	01	33.3%

The table shows that according to the agreed TOR of the UPIC, no Upazila could achieve the target set to organize the UPIC meeting during the first quarter of the Calendar year 2007. But two UPIC meetings were organized in two Upazilas (Monohordi and Polash).

3.9 Micro plan, SMPP, Polash

After having several meetings with UH&FPO and UFPO, it was agreed that a Micro plan on the Safe Motherhood promotion Project will be developed in Polash in order to make the project success. Accordingly Micro planning Workshop was held on 12th February 2007 at the UHC training room, Polash organized by H & FP departments. All Upazila managers including others from union attended the session. The draft action plan was presented by UH&FPO and SMPP team including PMT members facilitated the session.



In order to disseminate the Micro plan widely, a Dissemination meeting was held on 20th February 2007 at the UHC premises, Polash chaired by Civil Surgeon, Narsingdi. Deputy Commissioner, Narsingdi and Convener of the DPIC was the

chief guest. DD-FP, UNO and all health and family planning staff including local NGOs and other guests from medical centers of local industries were present in the workshop.

Importance of Micro plan development was highlighted in the workshop. The chief guest in his speech made a remark that based on local needs this sort of initiative should be undertaken with the participation of all stakeholders.

The chairperson suggested that this Micro plan should be incorporated in to the Upazila LLP for effective implementation.

3.10 Imam orientation, Polash

A daylong Imam orientation on Safe Motherhood was organized by UPIC on 19th March 2007 at the Upazila Conference room. UNO, Polash as the Coordinator of the UPIC inaugurated the orientation. UFPO acted as the course coordinator. UH&FPO, UFPO & President, Imam Samity, Polash were the resource persons. SMPP brief, discussion on MCH issues and role of Imam were key topics. UH&FPO and UFPO facilitated sessions related to MCH issues and President, Imam Samity facilitated the session on perspectives in Islam and role of Imam.

At the end of the day specific events were identified for active involvement of Imam; e.g. Imam to talk on MCH issues in light of Islam in the Mosque every Friday as part of regular speech (Khudba), any social formal or informal event and institution based dissemination.

3.11 Launching Workshop

The launching workshop of the Safe Motherhood Promotion Project (SMPP) was held on 13th March 2007 at the BIAM, Dhaka. The Hon'ble Advisor, Ministry of Health and Family Welfare Major General (Dr) A S M Matiur Rahman (Rtd) was the Chief Guest of the Inaugural Session and presided over by the Secretary, Ministry of Health and Family Welfare. His Excellency Mr. Masayuki Inoue, Ambassador of Japan attended the session as the special guest. Other guests in the occasion included Director General of Health Services; Director General of Family Planning; Resident Representative, JICA Bangladesh; senior officials from the Ministry of Health and Family Welfare and other Ministries; Directorates; Representatives from Development Partners; UN agencies; International and National organizations; Media persons and key participants from Narsingdi.

After the inaugural session, business session was started with the participation of key participants from Narsingdi and Dhaka. At the outset of the business session four presentations on good practices (lessons learnt) were made in the following areas: Safe Motherhood; Neonatal care and Community participation and Public-Private Partnership.

After the presentation, participants were divided in to three groups in light of above mentioned areas/topics. The group task was "What are the challenges in



respective areas (Safe Motherhood; Neonatal care and Community participation and Public-Private Partnership) and how to overcome those”? There was individual group presentation followed by plenary discussion. At the end a closing session was held chaired by the Joint Chief, Planning, Ministry of Health and Family Welfare.

3.12 Union Advocacy Workshop

In order to ensure community participation in the project as well as increase awareness Union Advocacy Workshop was organized in Dulalpur union, Shibpur and Daulatpur union, Monohordi.

In Shibpur the workshop was presided over by respective Union Chairman and organized by UPIC. UNO as the Chief Guest and 2 MO-MCH among others were present in the Workshop. The workshop was participated by respective Health and Family Planning staff, local and national NGOs, members of union parishad, Imam and teachers. One of the key decisions made in the workshop was to establish functional linkage between H & FP staff and Union Parishad. In this connection it was decided that H & FP field staff will attend the monthly coordination meeting at the UP chaired by Union Chairman on regular basis.

In Monohordi Union Advocacy Workshop was organized by UPIC in light of considering the union as the Model Union. UFPO, Monohordi took the lead role to organize the workshop. UNO was present as the Chief Guest; MO-DC was also present on behalf of UH&FPO and workshop was chaired by respective Union Chairman. Respective Health and Family Planning staff, local and national NGOs, members of union parishad, Imam and teachers, SBA, TBA, Pregnant mothers and other stakeholders were present in the day long workshop. Union Chairman made a big contribution in terms of finance, time and efforts to make the program success. Some key decisions were made that included:

- Union Chairman will oversee the activities of H & FP staff
- H & FP field staff will attend the monthly meeting organized at the Union Parishad chaired by Union Chairman

- Baseline line situation of the union in relation to Safe Motherhood will be assessed and interventions will be undertaken accordingly

3.13 Joint Retreat

The two days long Joint Retreat was held at the BRAC CDM, Rajendrapur, Gazipur with the participation of JICA and CARE staff members. One external Consultant was contracted to facilitate the retreat. Considering the current situation especially at the field level as well as partnership agreement with CARE, it was timely decision to organize the retreat. The objectives of the retreat were:

- To have common understanding of the SMPP
- To clarify roles and responsibilities of JICA/CARE
- To facilitate team building between two organizations setting and agreeing the norms
- To set up the Project Foundation

3.14 Visit of short term MIS expert

As part of technical assistance provided by JICA, a short term expert on MIS Dr Hanada conducted situation analysis on existing MIS of the Government H & FP system. He developed some recommendations in order to improve existing MIS. In addition he facilitated a technical session on Basics of Health Statistics for all level SMPP staff.

4. Special events undertaken by the project

4.1 Participation in National Immunization Day (NID)

First round of the 15th NID (National Immunization Day) was observed countrywide on 3rd March 2007. In order to make it success, each Upazila Coordinator was actively involved in the following areas:

- Plan development on NID vaccination site
- Advocacy meeting at upazila
- Joint visit to NID vaccination site
- NID searching

In addition, Chief Advisor, SMPP along with Upazila Coordinator visited several NID vaccination sites in Belabo upazila.

4.2 FP Surveillance at the Housing project (Abashon Prokalpo) area, Polash

With the leadership of UFPO, a special initiative was undertaken to conduct FP surveillance in “Shantan Para (Shimulertek) Abashon Prokalpo (Housing Project)”. The need of conducting surveillance was identified in the UPIC meeting. Because this area was out of the H & FP services provided by the Government service delivery. Due to that overall health status especially FP of that area was

very poor. In order to address that UFPO took the lead role to conduct FP surveillance in the area until March 2007 and respective FPI and FWA were assigned in this connection. After surveillance a Advocacy meeting was organized with the participation of all level people of the community.

5. Positive changes occurred

❖ Ownership:

MOHFW staff including the UPIC especially UNO of each upazila started owning the Safe Motherhood Promotion Project gradually. It was evident that participation of the UPIC members in the meeting has been increased in terms of number and contribution.

In Monohordi, Union Chairman of Daulatpur union made a great contribution in terms of money, time and efforts to successfully organize the Union Advocacy Workshop with the participation of all level stakeholders. UFPO, Monohordi took the lead role in this connection.

❖ Health and FP program management

Attendance of all level staff at the field and office level has been increased. In Sadar and Raipura, FP staff monthly meeting started functioning with the leadership of respective UFPO. In each upazila, monthly staff meeting especially of FP department was better organized in terms of progress review, facilitation and documentation.

❖ Attitude of MOHFW counterpart

UH&FPO, Polash has been actively involved in the project than that of at the beginning. With the support from the project UH&FPO took the lead role to develop the Micro Plan of the SMPP 2007. During this period he along with UFPO initiated to implement the Micro plan.

UNO, Raipura started taking more interest in the project gradually and lead role in making decisions in the UPIC meeting.