Government of the People's Republic of Bangladesh
Ministry of Disaster Management and Relief
Bangladesh Secretariat, Dhaka
www.modmr.gov.bd

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HCTT Meeting Notice

To strengthen overall disaster preparedness and response efforts in Bangladesh, the Humanitarian Coordination Task Team (HCTT) co-led by the MoDMR and the UN invites its members for a special meeting to be held on August 9, 2018 at 12:00 PM.

The meeting will be co-chaired by Secretary MoDMR, Md. Shah Kamal and, the United Nations Resident Coordinator, Ms. Mia Seppo at the MoDMR conference room (Room No. 104, Building No. 4, Bangladesh Secretariat, Dhaka).

The objectives of that meeting are: (1) to report on progress of the implementation of the 2018 Workplan; (2) to share an update on national floods preparedness; (3) to benefit from MoDMR’s strategic guidance to strengthen humanitarian coordination and; (4) to share information on planned events.

You are cordially requested to attain or send your representative to the meeting.

(Md. Moyazzem Hossain) 
Joint Secretary
Phone: 9540340

List of invitees (not according to seniority)

Representative from GoB (Please nominate Representative)

1. Secretary, Ministry of Local Government, Rural Development and Co-operatives, Government of the People's Republic of Bangladesh (Early Recovery Lead)
2. Secretary, Ministry of Women and Children Affairs, Government of the People's Republic of Bangladesh (Gender Based Violence and Child Protection Cluster Lead)
3. Secretary, Ministry of Housing and Public Works, Government of the People's Republic of Bangladesh (Housing Cluster Lead)
4. Secretary, Health Service Division, Ministry of Health and Family Welfare, Government of the People's Republic of Bangladesh (Health Cluster Lead)
5. Secretary, Secondary and Higher Education Division, Ministry of Education, Government of the People's Republic of Bangladesh (Education Cluster Lead)
6. Secretary, Ministry of Food, Government of the People's Republic of Bangladesh (Food Security Cluster Lead)
7. Director General, Department of Disaster Management, Government of the People's Republic of Bangladesh (Need Assessment Working Group Lead)
8. Director General, Department of Women Affairs, Government of the People's Republic of Bangladesh (Gender in Humanitarian Action Working Group Lead)
9. Additional Secretary (Disaster Management), Ministry of Disaster Management and Relief, Government of the People's Republic of Bangladesh (HCTT Government Co-chair)
10. Additional Secretary, Additional Secretary (Disaster Management Programme), Ministry of Disaster Management and Relief, Government of the People's Republic of Bangladesh (Logistic Cluster Lead)
11. Chief Engineer, Department of Public Health Engineering, Government of the People's Republic of Bangladesh (WASH Cluster Lead)
Representative from UN Agency (Please nominate Representative)

1. United Nations Resident Coordinator, United Nations Bangladesh (HCTT Humanitarian Community Lead)
2. Country Director, United Nations Development Program (UNDP), Bangladesh (Early Recovery cluster co-lead agency)
3. Representative, United Nations Children Funds (UNICEF), Bangladesh (WASH, Nutrition and Education clusters co-lead agency)
4. Representative, United Nations Population Fund (UNFPA), Bangladesh (GBV cluster co-lead agency)
5. Representative, World Food Program (WFP), Bangladesh (Food Security Cluster and Logistics cluster co-lead agency)
6. Representative, Food and Agriculture Organization (FAO) (Food Security cluster co-lead agency)
7. Representative, World Health Organization (WHO), Bangladesh (Health cluster co-lead agency)
8. Representative, United Nations Women (UN Women), Bangladesh (Gender in Humanitarian Action (GiHA) working group co-lead)
10. Humanitarian Affairs Specialist, Office of the United Nations Resident Coordinator, Bangladesh

Non-Government Organization (Please nominate Representative)

1. Country Director, Save the Children, Bangladesh (Education cluster co-lead Agency)
2. Country Director, Oxfam Bangladesh (Cash Working Group Lead)
3. Country Director, CARE Bangladesh (Needs Assessment Working Group Co-Lead)
4. Country Director, Concern World Wide, Bangladesh (INGO Representative)
5. Country Director, Action Against Hunger (ACF), Bangladesh (INGO Representative)
6. Country Director, Christian Aid, Bangladesh (INGO Representative)
7. Executive Director, Dhaka Ahsania Mission (NAHAB Representative from NNGO)
8. Director, Bangladesh Disaster Preparedness Centre (BDPC) (NNGO Representative)
9. Executive Director, COAST Trust (NNGO Representative)
10. Country Director, BBC Media Action, Bangladesh (Shongjog)

IFRC and BDRCS Representatives (Please nominate Representative)

1. Delegation, International Federation of Red Cross and Red Crescent Society, Bangladesh (Shelter cluster lead)
2. Secretary General, Bangladesh Red Cross and Red Crescent Society

Development Partners (Please nominate Representative)

1. Head of Office, European Commission, Directorate-General for European Civil Protection and Humanitarian Aid Operations, Bangladesh (Donor Representative)
2. Humanitarian Advisor, Department for International Development (DFID), Bangladesh (Donor Representative)
3. Representative (Disaster Management) Japan International Cooperation Agency (JICA) Bangladesh Office
4. Sr. Disaster Risk Management Specialist, The World Bank, Bangladesh

Copy
1. Ps to Minister, Ministry of Disaster Management and Relief (For kind information for honorable Minister)
2. Ps to Secretary, Ministry of Disaster Management and Relief (For kind information for Secretary)
3. Deputy Secretary, Security-2 Section, Public Security Division, Ministry of Home, Bangladesh Secretariat, Dhaka (Request for invited guests to enter the secretariat with their vehicle).