

# SOHAY

*A catalyst to change human life*



## ANNUAL REPORT-2015

## **Contents**

Message from the Chairperson

From the desk of the Executive Director

SOHAY in Brief

Education and Child Rights

Hazardous Child Labour Elimination Project

Hazardous Child to Mainstream Education Project

Children Organize for Learning and Development project

Economic Empowerment and Livelihood Development

Gender, Rights and Justice

The Community Legal Aid Services in the Southwest of Bangladesh

Safe Migration for Bangladeshi Workers

Health Water and Sanitation

Climate Change and Environment

Policy and Advocacy

Support Service

Capacity Development

Finance & Accounts

HR & Admin

Monitoring & Evaluation

SOHAY- Governance Structure

Partnership Network

Audit

EC of SOHAY

SOHAY's Programme Management Team

Geographical Location of SOHAY's Working Areas

Photo Gallery

Necessary information about SOHAY

## Message from the Chairperson

As I present SOHAY Annual Report for the year 2015, I am happy to report that the organization has just stepped into near one and half decade of its being as a development entity. We have also attained considerable measure of respectability in the development circle. Besides, over the past thirteen years SOHAY has grown and matured as an organization. It has developed expertise and the social sensibility to understand the dynamics of working with disadvantaged sections of the society. I am tempted to mention that from the beginning, our projects and programs have been creative and vigorous, touching the lives of our beneficiaries. Many of the programs and projects described in the pages of this report have brought meaningful changes in the lives of those with whom we work. This gives us satisfaction.

In the reporting year 2015, SOHAY implemented 5 numbers projects/ programs. These program addressing all of the current strategic issues of the organization.

I must extend my thanks and gratitude to the Executive Committee (EC) members for their prompt decisions and supports. Special thanks are also in order for all government officials, Local government representatives, NGO Affairs Bureau, the targeted community and stakeholders at all levels for their continuous support. I am amazed to see the extraordinary talent of our program beneficiaries for their survival Mechanism. I commend the members of the SOHAY team both at the field and at Head office for their hard work and dedication. Finally, I deeply believe in the inherent strengths of our organization and our collective aim must remain intact to promote and safeguard the interest of our innumerable beneficiaries.

Alaya Ferdouse  
President

## From the desk of the Executive Director

I am very pleased to present the 2015 annual report of SOHAY, an NGO based in Dhakkin Khan, Uttura, Dhaka, Bangladesh. Last year was a time of review and reflection for us. We have adopted change and action to make us stronger in responding to the challenges of the new millennium.

There have been some significant efforts made by us to develop the people who live in the slums in SOHAY working areas. Consultations were held in order to refocus on education and rights by the staff of SOHAY, all SOHAY programmes are carefully designed, well-articulated and planned and offer benefit to the target group. Furthermore, the executive committee members have been constant guides in our search for more feasible future strategies for development, empowerment and capacity and confidence building of the project's beneficiaries. I believe that it is our moral responsibility and social obligation to assist the poor people of Bangladesh who are working hard and desperately looking for support to change their economic conditions. In addition to that, I also believe education, skill development and job creation are the way forward for Bangladesh to overcome poverty and move to a middle-income country. Humans are the only resource in the world that, unless nurtured properly will actually turn into a liability because they eat. If nurtured properly however, they can become the best resource in the world.



On behalf of the executive committee and staff, SOHAY would like to express sincere thanks and heartfelt appreciation to all of our beneficiaries, donors, well-wishers and friends. We welcome and seek feedback, both positive and negative on our activities and especially for future interventions.

Zamila Sultana  
Executive Director

### Background of the SOHAY:

SOHAY is a non-profit and non-political voluntary organization was establish in 2002 to improve slum people live and livelihood through ensuring education, skill training and protection their rights. SOHAY registry as welfare organization on 8<sup>th</sup> January 2002 with Ministry of Social Welfare then SOHAY became legalized on the 26<sup>th</sup> August 2004 through the registration with Joint Stock Company and firms and on the 4<sup>th</sup> March 2007 with the NGO Affairs Bureau, Government of Bangladesh. Then it formally started its journey towards its mission by gradually achieving the objectives of the organization.

### Mission:

Provide education, knowledge and skills to the poor to assist in their efforts to achieve sustainable human, social, economic, physical and environmental well-being.

### Vision:

Poor people to create disciplined self-confident, educated and skilled human resources in Bangladesh to eradicate poverty to meet with the Millennium Development Goals.

### Core Values and Beliefs:

- Every people have enormous capacity to do everything
- Education is imperative to develop one's life and as a basic international human right, thinks everyone should complete at least primary education;
- Human dignity, and social justice through enhancing the knowledge, confidence and capacity building;
- Ensure peoples' participation through group based approach by established children, parents, women and others groups;
- Respect to diversified culture, religious and spirituality;

- Specific skills do ensure sustainable development through participate in mainstream economic activities of hazardous working, school dropout children, youth and teenage;
- Respect gender sensitivity and practice in and every place;
- Maintain value for money towards the all organization activities;
- Transparency and accountability

### Competency

- Strengthening organizational sustainability
- Strengthening good governance and democratic practice
- Initiating programs for inclusive and differently able people
- Initiating programs on different development sectors for marginalized group of people
- Exploring and mobilizing available domestic resources at the highest level of program interventions

### Strategically Approaches

SOHAY is working with holistic approaches through emphasizes on participatory and integrated community development approach with group formation. It mainly focuses to ensure full participation of the people in every development efforts, initiatives in field. To achieve the organization mission and vision, SOHAY is providing services through different development programs and specific needs of programme-targeted beneficiaries. The main areas of programme developments are as follows-



## Education and Child Rights

## Hazardous Child Labour Elimination Project

### Project Summary:

This project is working to block the inflow through withdrawal and diversion and has observed that three different strategies work better in this areas, a) block the influx to hazardous jobs through diversion to education b) withdrawal from hazardous job through re-skilling and employing to new hazard free jobs and c) creating conducive work environment. Project used holistic strategies; it diverts and withdraws by offering alternative to children that ensures sustainability of the programme. The block or diversion did not allow the children enter in the hazardous process, the re-skilling and better job placement reduce number of hazardous working children and creating conducive working environment reduce children vulnerability.

This project focuses on urban slums and vulnerable working children, it provides skills development and placement to non-hazardous job, creates education opportunity, ensures conducive working environment, enlightening children on their rights, protection, development, prosperity and sustainability. Project will do this by engaging with children, their parents, business owners, local service institutions, local elites and people representatives.

The project will change the life and livelihood of more than 4,500 hazardous working and disadvantage children live in Dhaka urban slums. According to cost benefit analysis, the return would be couple of times than the investment.

**Goal:** Bangladesh will be a child labour free country by fulfill in the basic rights of children

### Purpose:

- a) To withdraw children from GoB listed hazardous workplaces
- b) To create conducive working environment for the working children who are lawfully eligible to work in non-hazardous works

- c) To protect vulnerable children entering into labour market

### **Outputs:**

At the end of the project-

- a) 4500 number of children are informed about the negative consequence of Hazardous Child Labour
- b) 3250 number of student received Non-Formal Education from Child Centre to enroll themselves to formal schools
- c) 3250 numbers of parents are sensitized to send their children to schools instead of jobs.
- d) 250 number of children received Vocational Training
- e) 4500 number of children got health cards
- f) 400 number of workplaces have first aid box
- g) 500 numbers of employers hanged the code of conduct in their workplace.
- h) 500 numbers of employers agreed to release their child employee

### **Major Achievements:**

- ✓ 3591 number of children informed about negative consequence of Hazardous Child Labour
- ✓ 2597 numbers of children receive non-formal education from child center to enroll themselves to formal school
- ✓ 1909 numbers of parents sensitize to sent their children to school instead of jobs
- ✓ 2110 numbers of children receive health card
- ✓ 423 numbers of workplace arrange first aid box
- ✓ 544 numbers of employers hanged the code of conduct in their workplace
- ✓ 814 numbers of employers agreed to release their child employee

## Hazardous Child to Mainstream Education Project

### Project Summary

Bangladesh is one of the poorest populous countries in the world; half of its 150 million people live below the poverty line. The populations are concentrated into two different settings, e.g. urban and rural areas. The people are moving from villages to urban cities for better life, livelihood and job opportunities as a result large numbers of people are concentrating in city areas, a study shows 400,000 new people annually are coming in Dhaka, mostly poor destined to slums. According to rough estimate around 7.4 million children are working in different sectors, 6.0m in rural and 1.4m in urban. They have nothing to offer or negotiate except physical presence and labor so around 93 percent of them pass painful working life, work long hours, 30% are estimated work 43 hours or more per week. The owners do not have any urge improving the conditions or environment because the influxes of unskilled children are so huge they are not worried about shortage of workers for their areas. This situation is very influencing on the slum children development and protection. In this context SOHAY is implementing the project to reduce children participation in hazardous labour market in Bangladesh.

### Goal:

The project will improve life and livelihood of disadvantage slum children in Dhaka.

### Major Objective:

To improve human and social capital of the supported children and their family members lead to children education, health access and child rights.

### Outputs:

There are three outputs will ensure the achievement of the objective by the end of one years.

Output 1: 200 underprivileged slum children will have access to education in Government primary school as well as education development support from urban development (UDC).

Output 2: Children and their family will have access to health facilities from Government, NGOs and private health institute with more than low of cost and awareness on basic health, water and sanitation.

Output 3: Local duty bearer will be supportive towards the rights of slum children and slum community will be aware about their rights and access.

### **Major Achievements:**

Output 1: 356 numbers of children enrolled in government primary school

Output 2: Children and their family have accessed health care facilities with low of cost

Output 3: Different local duty bearers are now sensitize about responsibility towards poor and disadvantage people.

## Children Organize for Learning and Development project

### Project Summary

Bangladesh is one of the poorest populous countries in the world; half of its total 162 million (other recent statistics says it 140million) people live below the poverty line. According to a survey, a large portion of Dhaka population is classified as poor and vulnerable. The projection of Dhaka city population was 17.6 million in 2010 and among the 60% of them live in slums. The human capital indexes of slum population are very poor due to lack of their education, health and skills and the due to lack of information and awareness their social capital index is low. According to World Bank report published in 2010 the national literacy rate is 55.90%, but the percentage is very low in all of urban slums. The Government of Bangladesh has taken several steps to increase the school enrolment and retention. Unfortunately despite all these efforts the performance is unimpressive, Government Primary Schools (GPS) and Registered Non-Government Primary Schools (RNGPS) has increased from 47.2% in 2005 to 50.5% in 2007. A report says that 31.5% boys and 33.2% girls live in Dhaka Urban slums never touched the school boundaries and rest of the children do not complete primary education due to poverty and lack of awareness and support from family. In this context SOHAY is implementing this project to ensure all slum children in formal education with proper guidance and protection.

### Goal:

The project will improve life and livelihood of disadvantaged slum children in Dhaka.

**Objective:** To improve human and social capital of the supported children and their family members lead to children education, health access and child rights.

**Target Population:** Vulnerable slum children and their families

### Output:

- ✓ Withdraw hazardous working children to formal education
- ✓ Pre-primary education support and assist education for enrollment
- ✓ Sensitize family members, community and local duty bearers
- ✓ Individual counseling and motivation
- ✓ Linked with formal health service center with free or low of cost

### **Outcomes:**

At the end of the project-

- ✓ 550 numbers of children will enrolled in formal education
- ✓ Children will get low cost health facilities from community health service center
- ✓ Parents will be committed to protect their children education rights
- ✓ Community leader and local duty bearers will play supportive role to protect slum children rights

### **Major Achievements:**

- ✓ 664 numbers of children enrolled in government primary school
- ✓ Now children receive low cost health facilities
- ✓ Parent are now sensitize towards the protect of children rights
- ✓ Community leader and local duty bearers now play very supportive role to child rights

# Economic Empowerment and Livelihood Development



## Economic Empowerment and Livelihood Development

### Programme Summary

SOHAY believes that there are no possible to ensure sustainability of any development without economic development. With this view in mind, on 1<sup>st</sup> September 2008 it began its Economic Empowerment Project (EEP). This is an ongoing and one of core programme of SOHAY, which is implementing by SOHAY's own and individual support fund. SOHAY asses that the job market for slum dwellers, especially the women and young teenage girls is very limited because of social, cultural and educational reasons and their lack of skills. They often work as maidservants or in the garment trade. They earn just enough to scrape by and in general have a very low standard of living. SOHAY, upon discussion and after reviewing the local market and business opportunities came to the end that if they were able to provide skill development training such as tailoring would be suitable for them. Initially SOHAY formed a group whose are coming from the different slum in Dhakkinkhan and Uttarkhan in Dhaka slum. Each group get training since 4 month and after training SOHAY try to introduce with a job link for their livelihood development.

### Goal:

Slum adolescent girl and women will empowered through access in life skill and income generation non-hazardous vocational training to develop their life and livelihood.

### Objective

To ensure social and economical empowerment through create more income opportunity.

### Project output:

- ✓ 100 numbers of adolescent girl and women will get access in market demandable skills
- ✓ 50 numbers of trainee will get job linkage facilities

### **Major Achievement:**

- ✓ 113 numbers of adolescent girl and women get receive skill development training
- ✓ 54 numbers of trainees involve in job marker
- ✓ 11 numbers skill trainee are develop personnel business

## Gender, Rights and Justice



## The Community Legal Aid Services in the Southwest of Bangladesh

### Summary

The project will work in the southwest region of Bangladesh. The region is close to a long Indian border, it has a strong presence of religious and “ultra-left” extremist groups and lower caste communities (27%). Women and children are the worst victims of ethnic and caste discrimination; they face triple burden of caste, CLASSBD and gender inequalities such as early marriage, dowry, polygamy, oral divorce, desertion, eve teasing, wife beating, abduction, intimidation are the common form of Violence Against Women (VAW); besides water logging is spoiling livelihood options in the region and forcing male members to migrate for work that is putting an additional insecurity and burden on the women. Shrimp farming is another dangerous thing which is making women more vulnerable. The region is religiously conservative; a lot of gender-based violence goes unreported due to socio-political-cultural constraints and pressure.

### Goal

To improve access to justice and lives of the poor, ethnic and women in the proposed working area.

### Objective

- ✓ Raise awareness on legal services
- ✓ Develop CBOs at village, union and upazila level
- ✓ Capacitate staff and community mediators
- ✓ Enhance community mediation favourable to poor and women
- ✓ Facilitate meeting of union, upazila and district legal aid committees

### Out Comes:

After implement the project it will create legal awareness in southwest region in Bangladesh to promote access to justice.

### **Target Population**

Gender based violence, cast discrimination, vulnerability of women, lack of ability to access legal aid, landlessness, inequalities and lack of rights population.

### **Achievements**

- ✓ 5479 numbers of women, girls, and family members are now include legal net works as now they can access any tupes of legal services from the networks
- ✓ 34 numbers of women and girls get direct access from this network

## Safe Migration for Bangladeshi Workers

### Summary

Bangladesh has 6.5 million migrant workers employed overseas, many of whom fall victim to exploitation by the fraudulent recruitment agencies or their foreign employers due to their lack of awareness and knowledge about safe migration process, labour laws, rights, lack of access to information and immigration services, proactive policy support and sufficient social and economic re-integration initiatives. On the other hand Bangladesh has been declared migration is a thrust sector and is increasingly being recognized as one of the post- MDG development agendas. In this context BRAC initiated a comprehensive migration project in 2006 to work with potential and returning workers in 17 migration-prone districts, providing information on safe migration processes, relevant laws and rights, legal support, skills training and social arbitration to recover money from middlemen, who adapted fraudulent practices and cheated migrants. However, SOHAY is working with BRAC's 'Safe Migration for Bangladeshi Workers' project as a sub grant partner at Dhakkinkhan area, Dhaka.

### Goal

To ensure safe migration of Bangladeshi migrant workers to restore their rights and dignity

### Objective

- ✓ Improving the safe migration process
- ✓ Steering a migrant reintegration programme
- ✓ Pursuing comprehensive pre-departure, on migration and return services for migrants and their families
- ✓ Strengthening the National Alliance for Migrants' Rights, Bangladesh (NAMR,B)

### Expected Outcomes:

- ✓ After implementation, the project people will fully aware about safe migration process and get legal and procedural support in pre-departure and after departure.

**Target Population:** Migrants workers, to be migrants and their family

**Achievements:**

- ✓ 302 numbers of adult male and female get proper information about safe migration
- ✓ 18 numbers have ensure to go to abroad through proper information
- ✓ 27 numbers of possible migrants get passport and visa information
- ✓ 5 numbers of fraud case have solved by social initiative

# Health, Water and Sanitation

Health Water and Sanitation

Summary



The programme mainly focused on creating awareness on create healthy environment in household, formal medical treatment from health care center, use pure water and safe sanitation as most of the poor people do not have any opportunity and have no access to receive formal medical treatment. This programme is targeting towards the poor and disadvantaged men, women and children in Dhaka city. Major activities cover of this programme is organize health awareness session with children, male and female group in SOHAY working area. Under this programme SOHAY distributes their own health card to assess their health receive status and create opportunity for them to ensure health facilities with low or free of cost. As after distributing health card SOHAY mobilize a meeting with different local health service providers for understanding and motivation about poor people health situation in slum people and provide health service with free or low of cost. It is admirable that SOHAY assemble a low cost health receiving system between the health provider and health receiver in his working area. This system is working through presentation SOHAY health card to the hospitals, clinics, and pharmacies for giving the affected people with diagnosis, medical test and treatment services with comparatively low cost of money.

This programme is playing an important role to raising awareness on environment protection and sustainability and basic knowledge on water consume and maintenance sanitation system properly in the slum. Under the programme activities SOHAY organize different types of sessions in the community on these issues and influence community for initiative to protect environment pollution and ensure water and sanitation management.

**Goal:** Access to low cost health facilities and improved water and sanitation facilities

#### **Objective**

- ✓ Improve personal hygiene behaviour, domestic and environmental sanitation particularly focusing children, women through increased and improved access to quantity and quality water supply and sanitation infrastructures
- ✓ Enhance community's capacities to manage, operate and maintain water supply and sanitation effectively
- ✓ Strengthen and enhance community capacities to implement water, sanitation, hygiene and integrated approach effectively

### Achievements

- ✓ 2970 numbers of children get receive health facilities with free and low of cost.
- ✓ 570 numbers of slum household get awareness training on hygiene behavior and domestic uses of water and sanitation
- ✓ 19 numbers of private slum owners develop water and sanitation access



## Climate Change and Environment

### Programme Summary

Bangladesh is economically poor and one of the climate vulnerable countries in the world. Half of the total population, 75 million classified as poor living below the poverty line, according to different study 36% of all Bangladeshis are extreme poor.

The south-west parts of Bangladesh are highly climate affected and make people bewildered. Satkhira is one of the disasters prone districts. The population in this areas are frequently facing different types and categories of natural disasters. Their natural livelihoods patterns are regularly affected as a result and do not produce the expected return they used to get. Therefore, a large number of households are forcedly displacing and migrating to other areas for minimum livelihood. Unfortunately, they join different manual labour jobs such as rickshaw pulling and day labour. The poor families have very limited capacity of responding wisely to join creative alternative or differential livelihood options. Their life would have been different if they had proper knowledge about coping mechanism in the context of climate change and environmental disaster as well and market demandable skill and education. So the need of awareness raising about climate change coping mechanism, market demandable skill training and education.

In this context, initially SOHAY is working with those climate vulnerable communities through awareness rising on coping mechanism for better livelihood, health and education. SOHAY think it is one of the potential way forward for people living in vulnerability, it will help them to help sustainable income creation and better living condition.

**Goal:** Protection from climate change and environmental hazard of southwest people of Bangladesh

**Objective:**

- ✓ Create awareness among the climate vulnerable people on climate change and it's impact
- ✓ Create alternative livelihood development through skill and education

**Output:**

- ✓ Climate vulnerable people will have knowledgeable about climate change and its impact on life and livelihood

- ✓ People will have skilled on specific market demandable skill training and education

### **Achievements**

- ✓ 319 numbers of household get awareness information on climate change, vulnerability and adaptation mechanism.

A large orange rectangular box with a thin black border, containing the text "Policy and Advocacy" in green.

**Policy  
and  
Advocacy**



## Policy and Advocacy

### Summary

SOHAY always trying to ensure the protect human rights through different types of influencing policy and advocacy works in local and national level. Under the programme SOHAY have observed different types of day in local and national level through rally, human chain, meeting and seminar. In this regard, SOHAY maintain networks with National Women against Violence Forum, Child Rights Forum, Working Children Free Country, Right to Food, Girl Empowerment and Mass Education and different development forum in Bangladesh. This programme also focuses on women rights, gender equality, constitutional rights, human rights, raise voice and fighting against all forms of discrimination.

Beside those activities SOHAY mobilize the local duty bearers to sensitized and motivated on the issues in order to activate their support. Partially SOHAY meet with the different types of stakeholders such as local government member, civil society member and employers association for get their assistance with those issues.

**Goal:**

All disadvantage and poor people will get access in government services and legal entity

**Objective:**

To ensure slum household especially children, girl and women get all government services through participate in education, protection from any kind of violence, get access in justice and development.

**Output:**

All Organization supported children, girl and women will access in education, rights and justice

**Achievements:**

SOHAY's working area's children are getting access in education and low cost medical access. Now most of the slum women are now participating in family decision making and they are now essential, their opinions are valued. They ensured all their children (including girls) are attending school regularly. Give special attention to their daughter education, stop early marriage, dowry and polygamy. They are now the inspiring force husbands and elders value their opinion.





**Support Service**

**Finance & Accounts**

President, Treasurer and Executive Director are key signatories of SOHAY's main account. Any one of the two signatories with the Executive Director can withdraw the amount. The signature of the Executive Director is mandatory. On the other hand, three signatories as authorized by the Executive Director of SOHAY, maintain the bank account under the project or Field Offices. In general, the head of the project or field offices and the person in charge of accounts are the mandatory signatories.

### **HR & Admin**

SOHAY's Human Resources and Administration Section provides different services that include personnel management, procurement, logistic support, recruitment and placement. It also maintains matters related to vehicles of the organization. The department also maintains liaison with government and non-government organizations and personnel in respect of administrative and financial issues. The Executive Director and HR and Admin Manager are directly responsible for the overall administration of the organization. The Program manger and others senior managers of the organization assist in functioning of the program, administration and financial management of the organization. Beside those, the General Body is the highest authority of SOHAY. This body creates by participation of 16 members including with different academics, research, social work, law, NGO, business individuals. The General Body elects the executive Committee (EC). They meet once a year. If necessary, they can hold emergency meetings. Actually, the Executive Committee (EC) is playing important role to ensure governance of the organization, policy decisions and program development and management.

The Executive Director (ED) is responsible for day-to-day and overall administration and management of the organization. He is also responsible for program development and implementation. He keeps close contact with government, non-government organizations, and donors. The Program Manager, Project Coordinators and the senior managers of the organization assist him.

Staff Coordination Meeting is one of the important indicator of SOHAY's to ensure progress, success and limitations of both program and administration. The Staff Coordination Meeting is held at two levels. Every month held meeting with participation of senior managers and all staff level.

Advisor is mainly working with Executive Director and committee to assist the organizational activities to take it to with proper and right direction. As a very experienced development activist advisor always, assist in various levels of activities of the organization.

### **Monitoring & Evaluation**

SOHAY's monitoring strategies involve the collection and analysis of data about project activities. It is suggested that the data should be easy to collect and easy to understand. The focus of monitoring is to use the knowledge and information gained to correct and to adjust project implementation and management in order to achieve project objectives. SOHAY's evaluation process aims to consider the output, outcome, results and effects of a project in terms of the local and national perspective and the quality of life of the project participants. Through evaluation, project participants and others attempt to understand and explain the effects of a project. The evaluation builds on the links among socio economic and socio political problems, causes and solutions identified in the project proposal and design.

The evaluation of SOHAY projects is generally done towards the end of project implementation and is included along with monitoring in project design. Project evaluation of SOHAY is an assessment of project performance and results in the light of the stated project objectives. Both monitoring and evaluation framework of SOHAY require information about the current state of relevant features of the community or locality, usually focusing on the socio-economic and socio-political problems in the SOHAY focal area and corresponding operational program, before project activities begin. This is called baseline data.

SOHAY believes that while M & E framework should be well planned, organized and systematic, it is prepared and should also allow for unexpected occurrences and results.

### **SOHAY- Governance Structure**

An Executive Committee (EC) that is elected by a general body of sixteen members governs SOHAY. The EC is comprised of reputed NGO leaders, researchers, academicians, and legal experts who bring with them many years of diversified professional experience. The Board meets six monthly to provide strategic decisions and policy support in the operation of SOHAY. The Executive Director, who acts as the member secretary of the NEC, is responsible for implementing the strategic decisions and policies that are made by the Board.

### **Networking with Partner**

SOHAY is always maintain effective partnership network with like mind organization to ensure effectiveness of all programme activities at national and international level.

### **Audit**

SOHAY follows an accrual and cash basis financial management system. SOHAY has financial policies and all its finance activities are run accordingly. SOHAY has dedicated finance staff to maintain its accounts. SOHAY's finance has been audited by audit firms since 2004. In 2005 SOHAY finance audited by Huda Vasi and Co. In 2006, 2007, 2008, 2009, 2010, 2011 SOHAY's finance were audited by A Kashem & Company, from 2008 to 2011 the books of accounts were audited by Howlader Yunus and Company. In 2012 SOHAY's executive committee appointed a Wahab and Co to audit SOHAY's books of accounts for next three years. The selection of the audit firms is the responsibility of the Executive Committee.

### Members of Executive Committee of SOHAY:

Name	Address	Profession
AleyaFerdousi,President	3/J Jigatala, Dhopa Para, Dhaka-1209	Private Service
SyedaMeheranazneen, Vice President	35/C West Tejturi Bazar, Tejgaon,Dhaka-1215	Private Service
NazmaIslam,Treasurer	285/1 Bangla Sarak,( 2nd floor) Rayer bazar, Dhaka	Self Service
Zamila Sultana, General Secretary	280 Dhakkin khan, Dhakkin Khan Bazar, Uttra ,Dhaka 1230	Private Service
TasnimSiddiq, Member	71/1 Main Road, Kallyanpur,	Private Service
Md. Majharul Islam, Member	Nagaria Bari road,Dhakkin khan, Uttra ,Dhaka-1230	Self Service
Md.MohiburRahman, Member	39/2 Central Basabo, Dhaka-1214	Self Service

### SOHAY's Programme Management Team:

SL.	Name	Designation	Educational	Date of Joining	Year of experience
1	Zamila Sultana	Executive Director	M.A	01 January'2002	13 years
2	Md. Anwarul Islam	Finance & Admin Manager	M.B.A	01 February' 2014	5 years
3	Shakila Sultana	Monitoring Manager	M.S	1 March'2004	16 Years 2 Months
4	Md. Abdullah-Al-Mamun	Programme Manager	M.S	15 December'10	9 years 6 months
5	Md. Yousuf-ur- Rahman	Training Manager	M.S.S	1September'08	13 years 9 months
6	Narun Nahar	Programme Officer	M.A	12 August'06	14 years 3 months

## Geographical Location of SOHAY's Working Areas:



SOHAY works at Dhaka north and south city corporation and surrounding areas in Dhaka City.

Kahligong Thana of Sathkhira District

## **Financial statement of 2015:**

Professional Certified Account Firm already audited in this year but not provide report yet.

# Donors of SOHAY



## Donor of SOHAY

### Organizational Donations:

- ✚ Global Giving – A UK based non-government organization.
- ✚ ManusherJonno Foundation – A Bangladesh based non-government funding organization.
- ✚ Global Fund for Children- A USA based non-government Organization.
- ✚ DFID- A UK based non-government organization

### Individual Donors:

- ✚ Daniel Shimmin, London, UK.
- ✚ Sarah White, London, UK.
- ✚ Peter and Vidya Evans, London, UK.
- ✚ Sarah Sanyahumbi, London, UK.
- ✚ Kathryn English, London, UK.
- ✚ Yolande Write, London, UK.

### Acknowledgment:

SOHAY would like to express sincere thanks to all of its institutional and individual donors whose have contributed to SOHAY programme activities to change the lives of so many poor people. Without their kind support, we would not have been able to achieve what we did in 2014.

## Necessary Information of SOHAY:

### **SOHAY Head Office**

280, Khash Vila, Dhakkhin Khan,

Dhaka-1230

Phone: 01199812960, 01771237939

Email: [sohay2004@yahoo.com](mailto:sohay2004@yahoo.com)

Web: [www.sohaybd.org](http://www.sohaybd.org)

### **SOHAY Liaison Office**

Sorokunja, House: 3/39, Flat no: A/1, Sultangonj, Rayer Bazar, Dhaka-1209

Phone: 01771237939, 01717173953

Email: [sohayme2004@yahoo.com](mailto:sohayme2004@yahoo.com)