



PROFILE OF
UDAYANKUR SEBA SANGSTHA (USS)
(2022)

Jordarga, Nilphamari - 5300

E-mail : uss.nilphamari@gmail.com

1. Basic Information

- Name of Organization : Uadyankur Seba Sangstha (USS)
 - Acronym : USS
 - Head Office Address : Jordarga, Nilphamari- 5300
 - Contact and Mailing Address: Jordarga, Nilphamari-5300
 - Phone : Cell: 01712-878300, 01771-183799
 - E-mail : uss.nilphamari@gmail.com
 - Web site : www.ussnilphamaribd.org
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- Contact person: Alauddin Ali
 - Designation : Executive Director
 - Contact Address : Jordargha ,Nilphamari -5300 .
 - Year of Establishment : October 1997
 - Place of Establishment: Uttor Arazi Charikhola, Post Daroani, Textile Mill. Nilphamari
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- Legal status:
 - a. Registration Under department of Social welfare : NilSadar 188/98 dated : 02/12/1998
 - b. NGO Affaires Bureau No: 2410 Date: 5 February 2009 Renewed for 4 February 2019
 - c. Registered with Europe Aid EID=BD-2009-DDF-2206433939, Date: June 22, 2009

2. Background Information of Udayankur Seba Sangstha (USS)

Udayankur Seba Sangstha (USS) started its activities on 10th October 1997 at Sadar Upazila of Nilphamari District. Till 2003 the period was to gather experience without much well defined strategy. In 2003 USS defined the goal and objectives of the organization in specific term and undertakes PAR (Participatory Action Research) as main approach to work with poor and marginalized people in the area.

USS envisions a democratic society free of poverty and inequality where all the people are enjoying freedom, self-reliant, confident and contributing to the development of country and nation as a citizen with democratic values.

To achieve the vision, USS facilitate a process among the marginalized people so that they can unmask the apparent and underlying causes of poverty and take initiatives to overcome the problems collectively.

PAR for poverty alleviation is considered the main thematic processes, approach and methodology of USS. PAR is considered useful and ideologically appropriate to implement all activities.

3. Vision and Mission Statement of USS

Vision: A society where people regardless of their age, sex, religion, ethnicity or any other social identities live with dignity, and enjoy equal rights, responsibilities and opportunities.

Mission: Creative social transformation through promoting, assisting and encouraging deprived and marginalized people to build institutions, capacities and processes towards prosperity, sustainability and democratic self-governance.

4. Goal and Objectives of USS

Goal: USS will elevate the achievements made in gender equality, child and youth development and socio-economic conditions for the poor and marginalized and will expand its prospects to avail of emerging opportunities to facilitate social transformation through building institutions, developing capacity, inclusion of excluded and democratic self-governance.

Strategies

USS will combat social inequalities and exclusion by empowering the community people especially women, girls, youth, children and other excluded groups and will enhance governance and democratic practice through active participation of the community. It will engage youth and children as the catalyst as well as future responsive citizen. USS will also promote economic empowerment of the community and will respond on environmental hazards, disaster, humanitarian crises and emergencies. A sincere focus will also be on organizational development to adapt to the development sector change. To accomplish the above-mentioned strategic interventions, USS will adopt the following strategies: -

- USS will work with relevant key institutions, organisations and networks to bring the change in the respective working areas;
- Working in partnership and collaboration with GO-NGO organisation with shared objectives to increase outreach and impact of its programs;
- Keep local CBOs, Youth Groups, Child Groups, Women Groups, Journalist Groups and Local CSOs involved;
- Social activism through Gono Gobesona Dal, Cultural Group, Community Based Journalist group, Elderly Citizen Group, Child Parliament, Adolescent Girls Group, Nari Jogajog Kendra (NJK), Boys Group, Men Group;
- Using social media and digital means to increase outreach and internal and external communications;
- Invest in programme, advocacy and research to ensure that USS has a convincing voice in its working areas;
- Invest in organisational capacity

Following the above mentioned strategies, USS plans to implement programs along the following strategic themes over the next five years:

- Gender Justice.
- Children and Youth Engagement in Development.
- Economic Empowerment for Marginalized Specially Women .
- Human Rights and Good Governance.
- DRR & Climate Justice.

Organizational Development

5. USS Values for excellence:

Participation, accountability, transparency, Efficiency, Justice and Dignity

5.1 Human dignity and Gender equity

- All women and men are equal. They have equal rights in the society and participate in the development activities equally.
- USS will ensure participation of all poor people living in the working areas and provide special emphasis to the women participation as they are considerably in backward position.
- All USS staff shall have the equal opportunities for promotion based on their experience and qualification considering gender perspective.
- USS Staff and management will ensure gender justice in all aspects of the organization.

5.2 Honesty, Integrity, Sincerity and Transparency

- All Projects/Programs personnel of USS shall promote Honesty, Integrity, Sincerity and Transparency in all activities.
- Staff behavior and conduct must consider this value and remain honest, sincere and transparent.
- Staff and organization will never hide any information to the stakeholders

5.3 Cost Consciousness and sound management of resources

- All Projects/Programs of USS shall manage and use their resources cost effectively and in some cases cost recovery basis. All Projects/Programs Services of USS will be high quality.
- Staff of USS shall be responsible for maintaining the quality of the program performance.
- Staff of USS shall remain highly concerned on best use of resources.

5.4 Concern for Environment

- All Projects/Programs of USS would be environmentally sound.
- USS Office premises will be free from dangerous cigarette smoke.
- Garbage must be managed appropriately.
- Staff of USS shall work in a threat free and congenial environment.

5.5 Quality services

- USS has always provided qualitative services among the poor people.

5.6 Capability and Accountability

- Beneficiaries of USS shall possess the knowledge, understanding and capability to identify and resolve their problems. Staff of USS shall facilitate process.
- USS Management and Staff of USS shall remain strict to their work plan and demonstrate accountability to the organization.

5.7 Creativity and Innovation

- In all cases the creativity and innovation will be appreciated in the whole project or program cycle.
- Creativity and innovative work the staff would be rewarded
- Innovative and creative work would be replicated

5.8 Discipline

UdayankurSebaSangstha, priorities organizational rules, regulations and resilient commitment towards policy, procedures and systems USS has a channel to deal with any misconduct by its staff accordingly.

6. Names of the on-going Program & project of USS

Program	SI No	Projects	Working Areas	Donors / Development partners
Food Sovereignty, Access to Natural Resource and Services	1	Animator Sensitization Project	Nilphamari Sador, Jaldhaka, Saidpur and Domar Upazila	Self
	2	Community Dhan Bank	Nilphamari Sador	Diakonia
Women Development, Child Rights Protection and Gender Equality	3	Promoting Gender Equality through Local Knowledge & People's initiative	Nilphamari sador	Diakonia
		Integrated sponsorship funded project in Rangpur	Jaldhaka Upazila	Plan International Bangladesh.
		Legal Aid Support	Nilphamari District	Diakonia & Self
		Women for Community Development (W4CD)	Phulbari Upazila, Kurigram District	Actionaid, Bangladesh
		Social Change for Women & Young Peoples Led Initiative (S4WYI)	Sador Upazila, Lalmonirhat	Actionaid, Bangladesh
		Eco-Empowerment project	Nilphamari Sador Upazila	Samhoti, USA

		for women & girls		
Education	4	Development of Quality Education	Nilphamari SadorUpazila	Diakonia
Popular Cultural Education	5	People's Drama and Song Presentation	Nilphamari District	Diakonia, Plan International Bangladesh & Self

7. Names of the phase-out project of USS

Program	SI No	Projects	Working Areas	Donors / Development partners
Women Development, Child Rights Protection and Gender Equality	1	Human Rights Awareness	Nilphamari SadorUpazila	US AID & MSS
	2	Girl Power Project	Dimla, Domar, Jaldhaka and Nilphamari Sador	Plan International
	3	Development Initiative to Promote Transforming of Young Women (DIPTYWO)	Nilphamari SadorUpazial	ManusherJonno Foundation (MJF)
	4	Support to human rights defenders for working women & girls rights	Nilphamari, Lalmonirhat & Kurigram district.	European Union
Education	5	Non Formal Education	Nilphamari SadorUpazila	BRAC
	6	Early Childhood Development	Jadhaka Upazila	Plan International Bangladesh
	7	Promoting Science Education (PSE)	Nilphamari SadorUpazila	Bangladesh Freedom Foundation (BFF)
Food Sovereignty, Access to Natural Resource and Services	8	Farmers Field School	Nilphamari Sador & JaldhakaUpazila	RDRS Bangladesh
	9	Community development And Monga mitigation for the Poor through Upgrading Social capital (CAMPUS)	DomarUpazila	Actionaid
	10	Seeds of Survival (SoS)	Nilphamari sador upazila	USC-Canada

8. Existing donors of USS and Project wise Budget

Name of Donor	Project/ Programme	Period	Budget in Taka
Plan International Bangladesh	Integrated Sponsorship Funded Project (ISF)	2021-22	10008300/-
Diakonia	Promoting Gender Equality through Local Knowledge & People's initiative (PGELKPI)	2022	5221008/-
Actionaid	Social Change for Women & Young Peoples Led Initiative (S4WYI)	2022	3000000/-
Bangladesh NGO Foundation	Income Generating through Skill Development (Computer training)	2022	500000/-
Actionaid	Women for Community Development (W4CD)	2022	5585485/-
Samhoti, USA	Eco-Empowerment project for women & girls (EEPWG)	2022	2337500/-

9. Budget of year:

- Budget: BDT.2,66,52,293/-(For the FY- 2022)

10. Offices of USS

Number of Offices:

- Head Office: 01
- Field Offices: 04
- Total Offices: 05

11. Operational Areas of USS

Name of District	Name of Upazila	Name of Union and Municipality	
Nilphamari	Domar	Vogdaburi	
		Ketkebari	
		Gomnati	
		Bamunia	
		Boragari	
		Boragari	
		Pangamotukpur	
		Jadhaka	Kaymari
	Nilphamari Sador	Jadhaka	Khutamara
			Kathali
			Golna
			Sholemari
			Golmunda
			Dharmopal
			Mirganjo
			Shimulbari
			Dowabari
			Jaldhaka Municipality
			Laksmichap
			Polashbari
			Chaoraborogasha
Ramnagor			
Itakhola			
Kundopukur			
Chorykhola			

		Panchopukur
		Nilphamari Municipality
Kurigram	Phulbari Upazila	Barovita
		Shimulbari
		Phulbari
Lalmonirhat	Lalmonirhat Sador	Lalmonirhat Municipality
		Mogolhat
		Kulaghat

Name of Project	Number of Direct Beneficiaries				
	Male	Female	Adolescent	Children	Total
Women for Community Development (W4CD)	721	2596	2877	2999	9193
Poverty alleviation through goat rearing	52	212	95	150	509
Community Dhan Bank to Protect Monga	624	716	350	1040	2730
Promoting Gender Equality through Local Knowledge & People's initiative	319	430	250	400	1399
Integrated Sponsorship Project in Rangpur	36	204	3925	-	4165
Quality Education Development	100	300	450	370	1220
Community Pre-school	-	210	-	300	510
Eco-Empowerment project for women & girls	450	90	400	-	940
Social Change for Women & Young Peoples Led Initiative (S4WYI)	-	450	90	1320	1860
People's Drama and Song Presentation	1000	3000	2000	2500	8500
Latrine support to poor (Rabidas)	85	54	35	64	238
Total	1085	8262	2525	3884	31264

12. Staff Position of USS

Regular staff		Contract Staff		Volunteer		Total	
Male	Female	Male	Female	Male	Female	Male	Female
32	26	10	22	8	6	50	54

13. USS Participants Criteria

In selecting target population, USS emphasizes more on the most disadvantage and poor people of the society. But in all cases, preference is given to the disadvantage women and children. After selecting the targeted population, several group of people among the targeted population are oriented to represent the respective community. These groups of people are nourished over a time and then termed as Community based Organization (CBOs).

Other than the above, selecting and developing a group of animators and volunteer educators is one of the important functions of the *Gonogobesona* and early childhood development projects of the organization. Not every individual can be developed as animator or educators except few who have potentials to be able to serve the purpose. Few criteria are, therefore, followed to select these potential individuals. These criteria include —

- young local residents;
- prefers to work in their community and also have acceptance in the community;
- inclined to work voluntarily;
- not involved fulltime with any economic activities;
- SSC or at least an academic capacity of reading and writing fluently;
- Youngwomen preferably married.

14. Membership/ partnership and collaboration with other organization/agencies

USS is the Members of the following networking forum, agencies and maintain collaboration with :

USS strongly believes that collective efforts guided by a **networking body** of agencies should be much more positive and tangible for sustainable development of the society. Thus the organization is always positive to develop link with other organizations and associations working in the field of development. Presently, USS has network with the following organizations /association:-

- Federation of NGO's in Bangladesh (FNB)
- Network for Reproductive health in north-west Bangladesh.
- CAMPE
- People, Land & Agrarian Net-work (PLANET)

15. Bank Accounts and Signatories

Name of Bank with Address, Account number and signatories

a) Udayankur Seba Sangstha (USS)

STD - 0167102000367

Pubali Bank Ltd, Nilphamari Branch , Nilphamari

Name of Signatori

1. Mr. Razob Ali Sarker- President of USS

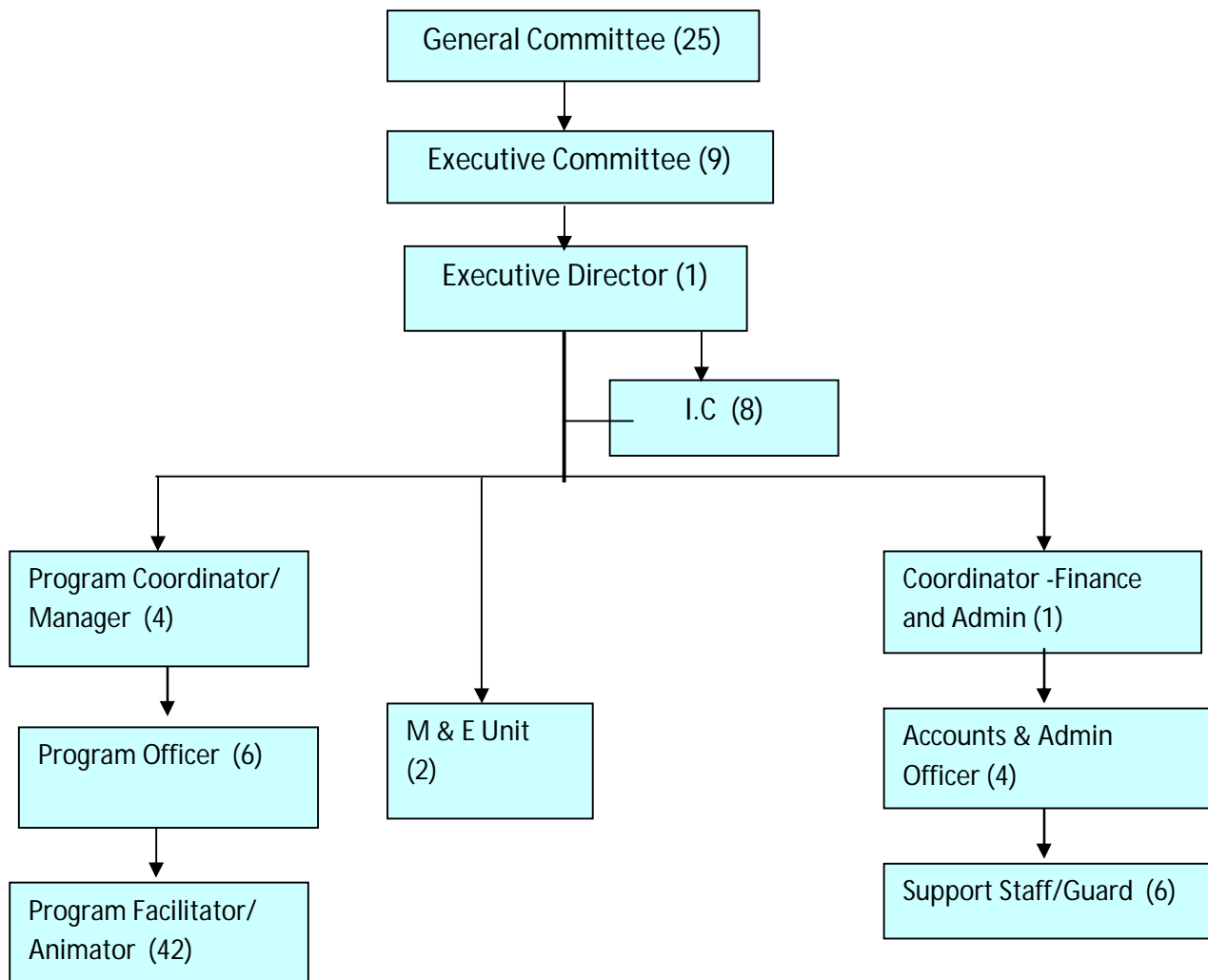
2.Mr. Bhubon Roy- Secretary of USS

3. Mr. Alauddin Ali - Executive Director of USS

16. Management Structure with Leadership Pattern

General Body is the supreme authority of the USS which is consisted with 27members. General Body brings any amendment in the organizational structure. General body of the organization confirms the yearly organizational activities and accounts. General elect the 09 members Executive Committee for two years period. The Executive Committee is responsible and accountable to General Body for its work and organizational management. This is the body accountable for effective smooth functioning of the organizational activities. General Body also selects the Executive Director and he performs the management functions and guides the staff members as assigned by the Executive Committee. Executive Director forms an implement committee from the senior staffs to implement USS program. The senior staff works under the direct supervision of the Executive Director. Project Coordinators and in charge lead the projects in consultation of Executive Director. In Coordination meeting the Executive Director preside over the meeting and take all the important decisions in a participatory manner. The Coordinators/Project coordinator, Section Heads reports to the Executive Director of USS.

17. **Organogram of USS**



Note: I.C- Implementing Committee.

18. Accountability

- 1) The Executive Committee is accountable to the General Body for its activities. As per constitution, USS management is responsible to the Executive Committee for the effective management of the Organization and the program as well as for the proper utilization of funds provided by the different sources.
- 2) The EC always members 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
- 3) USS managements accountable to the District and Upazila level Administration for its activities. USS is participating in the coordination meeting organization by the local Administration and submitting reports on a regular basis.
- 4) USS is also accountable to its beneficiaries for the activates and services and the money they saved and given to the organization's custody.

19. Organizational Transparency

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

20. Written Policy, procedure and Manual: USS existing policy and manual which is follows :

1. Human Resource Development Policy (HRDP)
2. Financial & Administrative Policy
3. Gender Policy
4. Child protection policy (CP)
5. Complaints Response Mechanism Policy (CRMP)
6. Open Information Policy (OIP)
7. USS Strategic plan (SP)
8. Motorcycle Use Policy
9. USS Code of Conduct
10. USS Money Laundering Prevention Policy
11. Anti-sexual harassment policy
12. Accountability framework
13. Safeguarding Policy

21. USS Governance: USS Committees

NumberOf General Body Members: Female-7 and Male-18

1. Executive Committee members- 9

Name	Position	Sex	Profession,
Md. Razob Ali Sarker	President	Male	Rtd. Teacher
Md. Ramjan Ali	Vice-President	Male	Business
Mr. BhubonChandro Roy	Secretary	Male	Journalist
Mrs. Anjuara Begum	Asst. Secretary	Female	Private Service
Husnara Banu Mukti	Finance Secretary	Female	Private Service
Mrs. Hosnara Begom	Member	Female	House manager
Mst. Farida Yeasmin	Member	Female	Private service
Mr. Abu Sayem	Member	Male	Business
Mrs. MomotazAkhtar	Member	Female	House Manager

"USS IS COMMITTED TO EMPOWER DISADVANTAGED PEOPLE WITH SPECIAL EMPHASIS TO THE WOMEN AND THE CHILDREN OF THE SOCIETY"