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**CCNF Monthly Meeting Minutes, December 2020**

Meeting date: 26-12-2020, Time: 11.30am to 1.00pm

On 26th December 2020, a virtual meeting of Cox’s Bazar Civil Society NGO Forum (CCNF) was held. Sixteen NGO’s participated in the meeting. Mr. Rezaul Karim Chowdhury, Co-Chair of CCNF and Executive Director of COAST Trust moderated the meeting. Among the other the CO-Chair Mr. Abu Morshed Chowdhury and Bimal Chandra Dey were present in the meeting.

**The important discussions and decisions of the meeting are as follows:**

1. From January 2021, the CCNF meeting will be held on Saturday of last week in every month.

2. Co-Chair Abu Morshed Chowdhury will send the draft of JRP to all the members by 28-12-2020.

3. Co-Chair Abu Morshed Chowdhury attended the JRP meeting and made some suggestions which are as follows:

1. Government contributions should be included in the JRP.

2. JRP needs to be made easier.

3. JRP needs to be discussed with the local government.

4. Transparency of funds is ensured

5. Guarantee and prioritize 25% funding

6. Emphasis should be placed on environmental protection and lowering of water levels.

4. It is time for many Head of Sub to be transferred. CCNF will arrange a meeting with new Head of Sub and which will put an end to many misunderstandings.

5. A list of Rohingya volunteers has been requested from the Office of Refugee Relief and Repatriation Commissioner. But on the other hand, UN has said it will take time to send the list. Since all members of CCNF are Bangladeshi NGOs, all members of CCNF are obliged to assist the Government of Bangladesh with information. It was decided that the members would send information within the time limit.

6. More sincere cooperation has been sought from the concerned law enforcement agencies while checking the female colleagues at the check posts. However, the concerned NGO women workers have been requested sincerely to assist the law enforcement agencies. It was decided that the Sector would be requested to arrange a training on GVB for women police.

7. CCNF cannot be coded alone in any external meeting. If CCNF or CCNF has required to be coded something, it has to be decided in the CCNF meeting.

8. No employee can be hired without the clearance of the concerned NGO. The CCNF members agreed on this point in the meeting.

9. CCNF Member Secretary will email CCNF Membership Format to all members by December 30, 2020.

10. CCNF will create a calendar for the year 2021. A core committee will be formed to create the work. The committee will meet in a meeting on January 9 to decide the work of 2021 and will present the work in the meeting of the last week of January.

11. CCNF has decided to make a booklet on all the works have done so far.

12. There are complications in getting certification from the District Administration. A team of CCNF has decided to meet the Deputy Commissioner by January 20, 2021.

13. A team of CCNF will meet the new Deputy Commissioner & RRRC and give an idea about the activities and plans of CCNF by January 30, 2021.

14. By 30 January 2021, the CCNF member secretary will take the initiative to open a bank account in consultation with the co-chairs.

As there was no further discussion, the moderator concluded the meeting by thanking everyone.

Thanks

Zahangir Alam

Member Secretary-CCNF.