

Minutes of NAWG meeting

28 July, 2005

BARC

Participants: List attached

The 4th meeting of the National Agroforestry Working Group (NAWG) was held on 28 July 2005 at 10:00 am in the training building (2nd floor) of the Bangladesh Agricultural Research Council (BARC). Focal points from 18 organizations (23 members) participated in the meeting (list attached). The following decisions were made in the meeting:

Agenda	Decisions	Responsible Organization
1. Confirmation of the 3rd NAWG meeting minutes	<p>Minutes of the 3rd NAWG meeting held on 15 January 2005 were confirmed. The following decisions were made in the review of progress:</p> <p>a) Each member organizations will send annual research programme for 2005-06 and achievement report for last ten years to NAWG and present these in a national workshop. The workshop will be organized by NAWG, BARC within 15 September 2005. Based on national priority needs a national program of research and development will be developed.</p> <p>b) All NAWG members accepted the recommendations of sub-committee to define the scope of agroforestry with the following modifications:</p> <ul style="list-style-type: none"> ○ The words “charland” and “embankment” will be included in the overall scope and site specific scope, respectively. ○ Under the site specific scope, roadside should be a separate heading as a scope of agroforestry. <p>It has been decided that the formulated scope of agroforestry will be distributed among the NAWG member organisations.</p> <p>c) The AF policy sub-committee has identified the areas/disciplines and resource persons to prepare thematic papers in making a National AF Policy Draft. The resource persons will present the paper in a workshop organized by NAWG.</p> <p>d) Future in-country MS, MPhil and PhD scholarship program should consider the following two key issues:</p> <ul style="list-style-type: none"> ○ Need based capacity building of stakeholder organizations and 	<p>NAWG in collaboration with BARC and all member organizations</p> <p>NAWG Secretariat</p> <p>NAWG in collaboration with BARC</p>

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	<ul style="list-style-type: none"> ○ Gender equity in selecting candidates e) The Member-Secretary informed that a draft for the formation of the Steering Committee (SC) has been prepared. He also read out the possible composition of the SC. The Office Memorandum will be issued soon. 	Member-Secretary, NAWG
2. Identification of the role and responsibilities of NAWG members and Secretariat	<p>The following roles and responsibilities were identified by members:</p> <p><u>Roles and Responsibilities of NAWG Secretariat</u></p> <ul style="list-style-type: none"> ● Repository of information on Agroforestry ● Service provider of knowledge on Agroforestry ● Support Convener in arranging meeting, seminar, workshop, study visit, documentation of knowledge related to agroforestry ● Secretarial support to NAWG <p><u>Roles and Responsibilities of NAWG Member Organizations</u></p> <ul style="list-style-type: none"> ● Share agroforestry plan and develop coordinated plan ● Identify joint action including training ● Response on the demand from NAWG such as information on progress and problems ● Participate in study visit and training ● Participate in seminar and workshop ● Any other activities as identified by the NAWG <p>These identified responsibilities will be made known to all the member organizations and stakeholders</p>	NAWG in collaboration with BARC
3. Training, study visit, seminar and workshop	<p>The convener of the sub-committee will identify and contact with relevant authorities abroad for the event (training, study visit, seminar and workshop) and seek for financial assistance to SDC/IC. SDC/IC will consider financial assistance to the participants within its mandate and budget with the following conditions:</p> <ul style="list-style-type: none"> ● IC shall provide return air tickets (economy class) for participation in the event ● IC shall pay subsistence allowance as per IC rate. ● The participant(s) has to submit a written report on the event within 15 days of return, indicating major lessons learnt and learning that would be integrated in the future programme along with an action plan for 	Sub-committee members

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	<p>next 12 months.</p> <ul style="list-style-type: none"> The participant(s) will have to share the experiences by making a Powerpoint presentation in the NAWG meeting. 	
4. Development of communication strategy	<p>Each member organization will formulate the communication strategy of its own to reach to the farmers and make interaction among the stakeholders. An outline to prepare the communication strategy report (but not limited to) is given below:</p> <ol style="list-style-type: none"> Existing communication processes which may include: <ol style="list-style-type: none"> Training Workshop/Seminar Publications Communication materials for farmers Field demonstrations, etc. <p>The methodology, the target group, feedback mechanism, etc, may be noted</p> <ol style="list-style-type: none"> The strength and weakness of the communication process The strategies needed for effective communication Action plan to achieve the strategies <p>Focal point members if they like can include more relevant points. The report should be limited to 2-3 pages. It will reach BARC within 31 August 2005. The strategies will be shared in a one day seminar to be convened by NAWG.</p>	All NAWG member organizations
5. NAWG webpage and research database development workshop	<p>NAWG webpage will be updated and administered by NAWG Secretariat. The following tasks will be performed:</p> <ul style="list-style-type: none"> NAWG research database software will be updated by published research data till 2005. The database will be linked with NAWG webpage. A graduate from forestry background will be assigned with this job. IC will be requested to recruit a personnel for this purpose for six months. He will visit and collect published research data/ information from NAWG member organizations. Focal points of member organizations will cooperate in data collection. 	BARC, IC and all member organizations
6. Review the interest of NAWG focal points	<p>The focal points of NAWG member organizations who are not responding to the program/activities will be notified. If they do not respond within two weeks his/her nomination will be automatically cancelled.</p>	Committee member organizations

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<p>7. a) Organizing AF knowledge management workshop</p> <p>b) Organising training on AF research technique</p> <p>c) Organizing AF knowledge management training workshop</p>	<ul style="list-style-type: none"> • BFRI will organise a six-day workshop on acquisition of agroforestry (AF) knowledge and knowledge management from August 6-11 for its scientists. • IFESCU will organize a training on AF research technique in September next at its own premises. About 30 participants will be invited from different research and developmental organizations. • BARC will organize a six-day training workshop on "Acquisition and management of AF knowledge" in the 1st week of October 2005. About 30 scientists from research and developmental organizations, and universities will be invited in the training workshop. BARC will identify the resource persons and training facilitator. 	<p>BFRI</p> <p>IFESCU</p> <p>NAWG in collaboration with BARC</p>
<p>8. Presentation of the recommendation of CABI consultant Dr. Gillian Petrokofsky</p>	<p>Recommendations of the CABI consultant will be initiated and implemented by NAWG and its member organizations. It is decided to rename NAWG as National Agroforestry Working Group, Bangladesh (NAWGB).</p>	<p>NAWG, IC and member organizations</p>
<p>9. Tree domestication program of ICRAF</p>	<p>A six member committee has been formed to develop a collaborative program with BARC and ICRAF. The committee members are as follows:</p> <ul style="list-style-type: none"> • Member Director (NRM), BARC (Convenor) • CSO (P & E), BARC (Member Secretary) • Director (Horticulture), BARI • Director (Food Crops Wing), DAE • Dr. Md. Giasuddin Miah, Professor, BSMRAU • Mrs. Dil Afroz, PSO (Forestry), BARC 	<p>Committee member organizations</p>

(Dr. M. Muslem Uddin Miah)
Member Director (NRM), BARC
&
Convenor, NAWG

Date: 04 August 2005

List of Participants in NAWG Meeting held on 28 July 2005

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10.	Dr. Md. Giashuddin Miah	Professor	Dept. of Agroforestry and Environment BSMRAU, Gazipur	giashmiah@yahoo.com 8954529
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18.	Dr. M. Khairul Alam	Divisional Officer	BFRI, Chittagong	m.k.alam@abnetbd.com 031-681586
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