

Feed the Future Bangladesh Aquaculture and Nutrition Activity **YEAR 5 PROGRESS REVIEW WORKSHOP**



WORKSHOP REPORT

**Sikder Resort & Villas, Patuakhali
29-30 April 2022**

Background

The Feed the Future Bangladesh Aquaculture and Nutrition Activity (Aquaculture Activity) is a five-year award made by USAID to WorldFish. Its aim is to sustain positive aquaculture sector growth in Zone of Influence (Southwest Bangladesh) and Zone of Resilience (Cox's Bazar and Bandarban districts under Chattogram Division) through an inclusive market system approach. The Aquaculture Activity applies an inclusive market systems approach to implement interventions through the private sector to reach smallholder farmers.

Year 5 progress review workshop

After successful completion of year four, the Aquaculture Activity has stepped into its fifth year last October. One of the major activity in the workplan of this year was to organize a progress review workshop. Hence, the year five progress review workshop took place from March 29 to March 30, 2022 at the Sikder Resort & Villas, in Kuakata. It aimed to review progress, capture learning, generate evidence of systemic changes, and set way forward plans for the Aquaculture Activity. In attendance with all the Activity staff, there were discussions on the

Day I

Md. Nazrul Islam, Training Coordinator of the Aquaculture Activity kick-off the day with an ice breaking session to welcome attendees and warm up the conversation among participants in the workshop. This session got people talking, generated laughter, and helped participants start with an initial level of comfort.



progress from both the quantitative and qualitative aspects. Changes and impacts made by the Activity in its different IRs and Sub-IRs were identified through group work along with way forward strategies in year five. There were also refreshers sessions on the processes of Corporate Functions of WorldFish related to project management.

Objectives of the workshop

1. Review the progress of the Aquaculture Activity
2. Identify changes and impacts made by the Activity in its different IRs and Sub-IRs
3. Identify way forward strategies for the Aquaculture Activity
4. Refresh processes on Corporate Functions of WorldFish related to project management

Participants of the training

All the staff of Feed the Future Bangladesh Aquaculture and Nutrition Activity and representatives from WorldFish Bangladesh corporate functions team participated in the workshop. 54 participants attended the residential workshop.

The workshop began with the opening speech from the Chief of Party (COP) of the Aquaculture Activity. He addressed team work and effective communication as the major catalysts for a successful project. He also emphasized on EEE for team building, which imply Energy, Engagement and Exploration. In addition, he strongly emphasized on working together to achieve nine standard indicators as per the requirement of USAID,



Md. Emdad Hossain, Senior Program Manager provided a quick brief on the workshop objective, discussed on the [agenda](#), and later conducted the introduction of the participants.

Md. Bappy Shahrier, Senior Specialist- MEL conducted first session of the day. It was on

[recapping the Aquaculture Activity](#): Goal, objectives, results framework and indicator progress. He showed the participants-

- Overall project goal and objectives by infographic presentation
- Activity target reflecting the progress of ZOI and ZOR
- Market system and direct delivery approach
- 9 standard indicators that reflects project intervention and 5 custom indicators that reflects internal management and control
- Recent progress against the year wise target focusing reach and adoption

In the next session, Mahin Mazed, Senior Market System Specialist, explained why and how theory of change works to measure systemic change

that combines progress and result. He also elaborated the AAER (Adopt-Adapt-Expand-Respond) framework, which is commonly used in market systems development (MSD) programming



Based on the discussion, Deputy Chief of Party Md. Shamsul Kabir facilitated the next session. Participants were divided into six groups to work on systematic change from the Aquaculture Activity interventions as per underneath theme by stating individual partner's progress with evidence

- Access to inputs (AMP, seed, feed)
- Access to finance
- Access to forward market
- Innovation of improved technology (BMP, machineries, IPRS)
- Access to information and support services
- Nutrition, Gender, Youth and Environment

[Systemic Change matrix and working group](#)

After the group work, group leaders presented their development outcome. Below action points came out from the discussion followed by presentations.

- Dealer points, retailer points and micro-franchises of AMP, seed and feed to be developed as One Stop Service Center (OSSC).
- Access to finance service to be ensured by providing formal banking service/information available in all OSSC.
- To work on to mitigate three main challenges in forward market. A) direct

procurement for RTE and RTC producers, B) meeting criteria of export for the fish farmers, and C) traceability.

- Business case to be developed on IPRS intervention.
- Target group for small-scale aqua machinery to be reviewed since small/medium fish farmers are not the main buyers.
- Instead of establishing a new fish disease diagnostic lab, Fishtech lab may extend

support to other IPs (may be Aftab Feed products) and their customers.

- All the digital platforms (mobile application, call center etc.) to be promoted through OSSC.
- Presence of necessary nutrition to be ensured in our promoted RTE and RTC products.
- Forward market linkage to be strengthened to keep up interest of fish producer s in Bandarban.

Next session was on [Communications and Knowledge Management](#), conducted by Tahmina Haque, Senior Comms and KM Specialist. She provided key updates and presented on capturing and dissemination of knowledge. Senior Project & Grants Accountant, Hafijur Rahman conducted the last session of the first day. The session was on Review of Y5 work plan.

Day 2

A number of session on WorldFish corporate functions were conducted on day two. Name of the topic discussion covered and its resource person were as follows:

Human Resources- Ramisa Nawar, HR Manager
Administration- Hasib Mahbub, Program Support Manager
Procurement- Sinthia Shahrin, Procurement Manager
Finance- Tahamina Yesmin, Head of Finance



Below were the main discussion points:

- While onboarding, partners should be provided with all required procedural

Next session was another group work followed by presentation on synergy. All the group work can be found [here](#)

documents and guidelines in Bangla. This will be easy for them to understand and comply as required.

- From now on, time sheet should be submitted in weekly basis again. If the end of the month is other than Thursday, then timesheet can be submitted on the next Thursday
- Per Diem policy may be reviewed to accomadate distance based per diem instead of district based, which is currently in practice.
- TR liquidation need to be completed by the month of the travel. Trip report need to be drafted following the template given in the provided link.
- OCS orientation for new staff may be conducted on monthly basis and other staff may also join, if required.
- Provision of embedding PR along with the TR, Program Support Manager will discuss with WF HQ.
- Decision will be taken and shared on making petty cash available in all WF BD field offices.

Way Forward

COP mentioned the below priority areas to start working on soon

- Learning capturing of the Aquaculture Activity intervention, led by Md. Bappy Shahrier, Senior Specialist- MEL
- Development of Synergy model, led by Layel Md. Zahirul Islam, Market System Specialist
- Communication Strategy, led by Tahmina Haque, Senior Comms and KM Specialist
- Grants process review and update, led by Md. Hafijur Rahman, Senior Project & Grants Accountant
- Crosscutting Strategies for program implementation, led by Md. Emdad Hossain, Senior Program Manager

- Concept note development for No Cost Extension
- Updating the Theory of Change for the Aquaculture Activity
- Exit Strategy

Closing Remarks

In his concluding remarks, COP thanked everyone for making the workshop a grand success. He reiterated the importance of teamwork and acknowledged the hard work of the team members. He mentioned Aquaculture Activity as a unique project not only in Bangladesh but also in the world. He expressed gratitude towards USAID for their support and guidance to make this project a success. He hoped that the Aquaculture Activity will achieve all its goal and will set a milestone in the aquaculture sector of Bangladesh.