

1. Pharmacy Mapping for the Project - Test to Treat

Name of Client: Jhpiego Bangladesh Country Office

Narrative Description of Project:

The Pharmacy Mapping project aims to comprehensively assess the current state of pharmacies operating within the target areas of the T2T (Test and Treat) project, undertaken by Jhpiego. The T2T project is focused on enhancing access to quality healthcare services and optimizing HIV testing and treatment interventions in these specific regions.

Description of Actual Services Provided:

1. **Comprehensive Survey:** We conduct a systematic survey across the T2T project areas to create an extensive database of pharmacies, including their locations, services offered, and contact information.
2. **Quality Assessment:** Our team performs detailed assessments of the surveyed pharmacies to evaluate the quality of services and adherence to healthcare standards. We provide a comprehensive report highlighting areas of excellence and areas that require improvement.
3. **Infrastructure Evaluation:** The physical condition of the pharmacies is thoroughly assessed to identify any infrastructure-related challenges and provide recommendations for improvement.
4. **Data Analysis and Recommendations:** Our experts analyse the gathered data to formulate evidence-based recommendations. These recommendations focus on strategic approaches that can be adapted by Jhpiego in implementing the main phase of the T2T project.
5. **Consultation and Reporting:** We engage in discussions with Jhpiego to present our findings, discuss potential approaches, and provide support in the decision-making process.

Through our Pharmacy Mapping services, we aim to empower Jhpiego with critical insights to optimize the T2T project's impact, enhance healthcare services, and improve health outcomes for the communities in the project areas.

RAP Scope of work:

1. Administer the process of inventory in the selected upazilas;
1. Adapt the checklist in the outline data collection tools like ODK, KoBo, mWater, etc., pretest and finalize it;
2. Administer data collection procedure by using the mobile phone that includes recruitment of enumerators and their training and quality control of data;
3. Data management, cleaning, and analysis as per need;
4. Prepare a draft report based on the findings of the survey; and
5. Present the key findings internally with Jhpiego to receive feedback and finalize the report.

Overall

6. Prepare a draft report with precise recommendations; and
7. Present the key findings internally with Jhpiego to receive feedback

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Outcomes:

Through the successful completion of this project, Jhpiego will gain valuable insights into the current state of pharmacies in the T2T project areas. The data and recommendations generated will inform the strategic planning and implementation of the main phase of the T2T project, empowering Jhpiego to enhance the availability, accessibility, and quality of HIV testing and treatment services for the target population.

By building stronger partnerships with local pharmacies and healthcare providers, the T2T project aims to create a more efficient and patient-centered healthcare ecosystem, ultimately contributing to the improvement of overall health outcomes in the project areas.

Overall, the Pharmacy Mapping project will play a pivotal role in enhancing the effectiveness and sustainability of the T2T project's mission to combat HIV and provide comprehensive healthcare services to the underserved communities in the designated regions.

2. Sustainable Leather Tanning in Bangladesh: Integrating Lean and Institutional Logics into OHS Management (SusLeather) project

Name of Client: Ministry of Foreign Affairs, Denmark

Narrative Description of Project:

The objective of the research project is to create new knowledge on sustaining the initial positive outcomes of lean & OHS improvement and environment compliance in the Bangladeshi tanneries. Institutional logics theory would be used as framework to map the dominant logics that provide situational interpretations and behavioural guidance, which can influence the sustainment of Lean and OHS improvement.

Description of Actual Services Provided:

- A. Identified the factories
- B. Support AUST in conducting the Base line survey
- C. Training and Implementation
 - C1. Training
 - Training need analysis
 - Development of training module and designing of training method
 - Develop training management plan including deployment of trainers, selection of trainees, arrangement of training venues, and collaboration with relevant stakeholders like BTA, BFLLFEA, Tannery Worker's Union and BSCIC.
 - Provide training
 - C2. Factory Implementation
 - Selection of tools considering factory needs: There is no general selection of lean tools. Tools shall be selected depending on the factory situation.
 - Implementation of tools: This covers relevant training and application of various tools in selected factories.

RAP Scope of work:

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- i. Identification and selection of tanneries**
 - a. Determination of selection criteria
 - b. Identification of tanneries on the basis of selection criteria
- ii. Training Need analysis and development of training modules**
 - a. OHS (Occupational Health & Safety)
 - b. Productivity improvement
 - c. Environmental Management &
 - d. LWG awareness
- iii. Provide training**
 - a. OHS good practices
 - b. Productivity improvement techniques
 - c. Good practices in environmental management
- iv. Lean implementation**
 - a. Lean orientation of top and mid-level management
 - b. Lean implementation through use and application of appropriate tools

Outcomes:

New knowledge about how institutional logics theory could be incorporated for sustainable implementation of Lean for improved OHS. This study will contribute to theory by revealing the necessary practices, situational interpretations and behavioral guidance that are likely to create a new dominant institutional logic boosting the sustainment of Lean and OHS outcomes.

3. The Export Readiness Fund (ERF)-a wing of Export Competitiveness for Jobs (EC4J) project, Implemented by the Ministry of Commerce, Government of the People’s Republic of Bangladesh, and supported by the World Bank

Name of Client: World Bank

Narrative Description of Project:

The ERF is a **US\$17.5 million matching-grant programme** which, under three funding windows, provides financial support to eligible Bangladeshi firms from the **leather and leather goods, footwear, plastics, and light engineering sectors**, respectively, to identify gaps, catalyse investment and improve Environmental, Social and Quality (ESQ) standards; and, under a fourth funding window, supports the design, development, scale up and/or diversification of firms involved in the manufacture of **Medical and Personal Protective Equipment (MPPE)** products. All funding windows have been established to enhance beneficiary firms’ competitiveness on the export markets.

Description of Actual Services Provided:

- Reviewed all documents
- Factory visit and gap analysis for ESQ implementation
- Supporting document preparation
- Concept note, budget and grant & business proposal preparation
- Application Submission
- Consultation meeting with PIU and Factories

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- Required Justification preparation case by case
- Safeguard clearance documents preparation and approval
- Communicate with the ERF team for grant approval and advance payment approval
- Proper Guidelines provide to the factory
- Support for Grant approval by the ministry
- Agreement signing support with ERF and the factory
- Advance payment documents preparation
- Service module, proposal preparation as required
- Implementation of approved services (Certification, improvement program, training etc.)

RAP Scope of Work

- Production Plant, equipment
- Design and quality
- Marketing and distribution
- Internal management
- Certifications

Outcomes:

- Increased product quality, efficiency and productivity.
- Reduced waste, reduced costs and better cost management.
- Employee satisfaction and teamwork.
- Customer satisfaction and Strengthened competitive position.
- Enhanced market image.
- Adaptability to changing or emerging market conditions and to environmental and other government regulations.
- Just-in-time production
- Fewer workplace accidents.
- Financial advantages.
- Higher company standards.
- Better overall understanding of how to handle workplace hazards.

4. Leather Working Group (LWG) audit preparation of Samina Tannery Private Limited.

Name of Client: Samina Tannery Private Limited.

Narrative Description of Project:

The key objective of the assignment is to prepare for LWG audit and to reach the LWG standard for General Facility details, Subcontracted operations, Social audit, Operation permits, Production data record, Traceability (incoming and outgoing), EMS, RSL, Compliance, CrVI, Energy consumption, Water usage, Air & Noise emissions, Waste

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Management, Effluent treatment, Health and Safety, Emergency Plans, Chemical Management, Operations Management etc.

Description of Actual Services Provided:

- Advice monthly schedule for collecting data, test reports - Air, Water, Noise, RSL on Leather, Internal audits, Mock drill, Emergency provisions monitoring, Management review meeting and Others.
- Update the calendar with appropriate planned dates with Tannery's LWG team,
- Follow up updates of LWG work implementation & coordination,
- Note any changes & improvements done every month & advice on grey areas to improve,
- Visit tannery every month (preferably in Friday) to support as per requirement of tannery management & also conduct mock drills for chief consultant.
- Advice to prepare documents for LWG audit.
- Provide documentation support.

RAP Scope of Work

- General Facility details, Subcontracted operations
- Social audit, EMS
- Operation permits, Production data record
- Traceability (incoming and outgoing)
- RSL, Compliance, CrVI
- Energy consumption, Water usage, Air & Noise emissions
- Waste Management, Effluent treatment, Health and Safety, Emergency Plans
- Chemical Management, Operations Management

Outcomes:

- Tannery will be uplift of the said scopes.
- Tannery will be gain LWG certification
- Tannery will be improve in environmental compliance
- Tannery will be build reputation worldwide

5. Gap analysis of Leather industries of Savar Tannery Estate regarding sustainability issues for ensuring economic/sustainable growth

Name of Client: UNIDO

Narrative Description of Project:

The key objective of the assignment is to conduct a need assessment of the current status (i.e. updating the available information and data) of the Savar Tannery estate in order to uplift its social and environmental performance indicators for achieving sustainable economic growth.

Description of Actual Services Provided:

- Provided the current demand and gaps of human skills required for industry growth.
- Explored possible and suitable environmental solution for the tannery estate waste management for both liquid and solid waste.

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- Identified potential initiatives and interventions to support tanning industries to create a sustainable business environment.
- Design a logical framework for the leather industry sustainability by employment generation and economic growth through a green approach.

RAP Scope of Work

- Collection of secondary data and information on skill need gaps in the leather industry of Bangladesh.
- Collection of primary data through filed survey from tanneries under PSUC project.
- Conduct gap analysis on skills and identify scopes of improvement in skillsets needed for economic growth in the leather industries. (Worker perspective)
- Conduct gap analysis on skills and identify scopes for improvement in skillsets for women and men in the tanneries. (Employer perspective)
- Identify the level of knowledge and capacity for sustainable leather processing
- Identify the sustainability gaps of tanneries and estate management, stakeholders level of engagement and task categories, and associated resource and waste management solutions
- Mapping of interventions for the management and support for developing leather industries
- Considering global benchmarks, a logical framework for the development of leather industries is to be formulated with related action and strategic plans

Outcomes:

- A complete proposal of the assignment presenting design of the assessment process and findings.
- A final comprehensive report on Gap analysis of Leather sector on the mentioned scope.
- An action plan for the recommendations and observations for UNIDO to support Leather industries towards sustainability.

6. Risk assessment of Hydrogen Sulfide (H₂S) gas at every tannery & CETP in Tannery Industrial Estate, Dhaka. (Technical partnership with IIFC)

Name of Client: TIED-BSCIC

Narrative Description of Project:

The key objective of the assignment is to assess the risk of Hydrogen Sulfide (H₂S) gas at every tannery & CETP in Tannery Industrial Estate, Dhaka. It also includes Source Detection, Measurement of Hydrogen Sulfide (H₂S) gas, Root Cause Analysis, Minimization Plan & Safety Measures for Hydrogen Sulfide (H₂S) gas production.

Description of Actual Services Provided:

- Firm will Identify the sources of H₂S gas generation at every tannery, Common Effluent Treatment Plant (CETP), Common Chrome Recovery Units (CCRUs), Effluent Pumping Stations (EPSs), Dumping Yard (DY) & other related sources/points in Tannery Industrial Estate, Dhaka (TIED) with comprehensive report.
- Monitoring & measurement of H₂S gas at every tannery, Common Effluent Treatment Plant (CETP), Common Chrome Recovery Units (CCRUs), Effluent Pumping Stations

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(EPSs), Dumping Yard (DY) & other related sources/points in Tannery Industrial Estate, Dhaka (TIED) with comprehensive report.

- Root cause analysis of H₂S gas generation with comprehensive report.
- Recommendations of effective reduction/ minimization plan of H₂S gas generation of this risk assessment with comprehensive report.

RAP Scope of Work

- Identification of sources of H₂S gas generation for risk assessment of Hydrogen Sulfide (H₂S) gas at every tannery, Common Effluent Treatment Plant (CETP), Common Chrome Recovery Units (CCRUs), Effluent Pumping Stations (EPSs), Dumping Yard (DY) & other related sources/points in Tannery Industrial Estate, Dhaka (TIED) with comprehensive report.
 - Monitoring & measurement of H₂S gas for risk assessment of Hydrogen Sulfide (H₂S) gas at every tannery, CETP, CCRUs, EPSs, DY & the selected sources/points in TIED with comprehensive report.
 - Root cause analysis of H₂S gas generation for risk assessment of Hydrogen Sulfide (H₂S) gas at every tannery, CETP, CCRUs, EPSs, DY & the selected sources/points in TIED with comprehensive report.
 - Recommendations of effective reduction/ minimization plan of H₂S gas generation for risk assessment of Hydrogen Sulfide (H₂S) gas at every tannery, CETP, CCRUs, EPSs, DY & the selected sources/points in TIED with comprehensive report.

Outcomes:

- Firm will be identified the sources of H₂S gas generation at every tannery, Common Effluent Treatment Plant (CETP), Common Chrome Recovery Units (CCRUs), Effluent Pumping Stations (EPSs), Dumping Yard (DY) & other related sources/points in Tannery Industrial Estate, Dhaka
- Firm will be Monitoring & measurement of H₂S gas at every tannery, Common Effluent Treatment Plant (CETP), Common Chrome Recovery Units (CCRUs), Effluent Pumping Stations (EPSs), Dumping Yard (DY) & other related sources/points in Tannery Industrial Estate, Dhaka
- Firm will be analyzed Root cause of H₂S gas generation
- Firm will be provide Recommendations of effective reduction/ minimization plan of H₂S gas generation of this risk assessment with comprehensive report.

7. B-SkillFUL Phase II Programme - Sector Assessment: Leather Goods Manufacturing sponsored by Swisscontact

Name of Client: Swisscontact Bangladesh

Narrative Description of Project:

Identify and recommend work based training models for small and medium level enterprises by enterprise visit and stakeholder consultation. Identify 400 SMES and potential stakeholders like BDS, associations, training institutes, sector experts, trainer, LMIF provider who can provide support the programme during implementation. Identify COVID Impact on

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overall sector, SMEs and market actors and recommend mitigation strategies; and potential programme interventions to enhance SME resiliency. The main objectives to Creating better jobs opportunities and income generation of poor and disadvantaged individuals through increased sales and business expansion of Small and Medium Enterprises (SMEs); Improving productivity and competitiveness of SMEs through sustainable production process, workforce development and management system and decent working environment.

Description of Actual Services Provided:

- **WBT:** a) Conducted needs assessment to identify WBT models for both theoretical and practical lessons in consultation with employers, local associations, and technical experts; b) Recommend cost-effective WBT models, highlighting financing model and roles of trainers and SMEs for the proposed WBT model for unskilled, semi-skilled and skilled workers; c) Identified the technical assistance (i.e. capacity building, training materials and equipment) required for SMEs; and d) Determined a set of selection criteria for industry experts, professional trainers and training institutes who can lead the WBT.
- **Stakeholder Identification:** a) Identified trainers (i.e. industry experts, master craft persons, training institutions) to provide WBT who will deliver theoretical and practical lessons; b) Identified dynamic entrepreneurs and associations willing to create their own hub within the training venues to allow peer-to-peer learning opportunities and common usage of modern machineries and facilities; c) Identified medium-sized leather enterprises in selected locations that exhibit dynamic leadership, eagerness to partner with the programme and ability to financially contribute to the activities; d) Identified key production clusters in selected locations with the highest potential for SME growth and employment for youths (especially for women and returning migrants); e) Identified existing BDS providers and their current service offerings; and f) Identified key stakeholders for leather sector innovation, including government, foundations, other donor programmes, etc. and identify sources and financing packages available for leather sector.
- **LMIF:** a) Identified the available LMIF providers and their products; and b) Recommended potential partnership or collaboration with existing LMIF providers.
- **COVID-19 Impact:** a) Identify COVID-19 impact (i.e. employment opportunities, workers' upskilling, product research, design, and innovation) on overall sector, SMEs and market actors and recommend mitigation strategies; b) Determine the present situation of occupational health and safety compliance in SMEs; c) Assess willingness of SMEs to work on cost sharing basis to reduce impact of COVID-19; and d) Recommended potential programme interventions to enhance SME resiliency.

RAP Scope of Work

- Identify and validate the working modality and functionality of WBT model
- Identify and validate the specifics related to duration and hours of WBT considering occupation wise workers' skill levels i.e. unskilled, semi-skilled and skilled
- Identify governing structure of training venue in terms of WBT in separate rented venue and within existing workshops for SME clusters and lead SMEs respectively

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- Finalise a list and profile of significant SMEs and clusters active in district/ upazilla/ municipality level of working districts
- Identify industry experts, professional trainers and training institutes of working districts
- Finalise a list and profile of the available BDS providers in the working districts
- Identify potential collaboration partners i.e. donors, relevant projects and government
- Identify possible ways to improve the workplace environment and safety (including risks related to the COVID-19 pandemic)
- Identify production and marketing related constraints of SMEs in leather sector;
- Identify job posting and hiring process of skilled worker within the leather sector

Outcomes:

- Programme will get working modality and functionality of WBT model which will help to implement the programme
- Training venue and duration of training will be identified
- Cluster based different working modality will be identified
- Industry expert, trainer, associations and enterprises will be identified which will help the implementation of the programme
- Potential collaboration partners will be identified
- Potential BDS provider will be identified
- Job posting and hiring process will be identified

8. Technical Partnership with AJA Bangladesh Ltd. and Rezia Management Consulting) for ERF component (MoC-WB project) sponsored by ERF component (EC4J project)-MoC-WB project

Name of Client: Export Readiness Fund (ERF) project

Narrative Description of Project:

Firm selection to application and provide consultation for the approval of ESQ assessment. During ESQ assessment identify the gaps of 600 firms for the export market based on EQS of Leather, Footwear, Leather goods, Plastics and light engineering sectors. After the ESQ assessment submit draft and final report on ESQ and these will help export readiness of the industries.

Description of Actual Services Provided:

- Select Enterprise for apply and ESQ Assessment
- Conduct Audit of Leather, Footwear, Leather goods, Plastics and light engineering sectors on environment, social, and quality standards.
- Draft report submit of Leather, Footwear, Leather goods, Plastics and light engineering sectors on environment, social, and quality standards.
- Final report submit after reviewed

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RAP Scope of Work

- Identify firms to apply for Window 1, 2 and 3.
- Identify gaps at the firm level and actions required to improve compliance with ESQ standards by factory assessment
- ESQ assessment draft report submit to the project
- Final ESQ assessment report submit to the project after review

Outcomes:

- Firms will be identified who will work with the project
- ESQ gap will be analysed with ESQ standards by factory assessment
- Corrective Action Plan will be identified which will help to improve the factory and projects needs
- Firms will be ready to export market by export readiness fund

9. Skills for Employment Investment programme by ADB and FD (MoF) sponsored by SEIP-LFMEAB

Name of Client: SEIP-LFMEAB project

Narrative Description of Project:

Capacity building for supervisors and mid management employees by up-skilling training on Productivity Improvement Techniques, Total Quality Management, Supervisory Management and Leadership Skill Development, Standard Social Compliance in the industry, CAD-CAM solution for Leather Goods and Footwear Manufacturing at leather goods and footwear industries who are member of LFMEAB.

Description of Actual Services Provided:

- Developed training Module and PPT and shared with the project
- Conducting 24 days training for a single course on Productivity Improvement Techniques, Total Quality Management, Supervisory Management and Leadership Skill Development, Standard Social Compliance in the industry, CAD-CAM solution for Leather Goods and Footwear Manufacturing as per schedule
- Taking a formative assessment during the training session
- Submitting training report after successful completion of the training program

RAP Scope of Work

- Prepare and deliver custom made training as per CS by LFMEAB-SEIP
- Design the training delivery plan
- Design Training material (module and presentation)
- Conduct training program accordingly

Outcomes:

- Training module and PPT will be prepared
- Designed training delivery plan
- Conducted training accordingly and these will help to building capacity of the trainees as knowledge sharing areas

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10. SHIMMY (USA) Pulse Project on Women Inclusion in 30 RMG Industries in Bangladesh sponsored by SHIMMY Technologies, USA

Name of Client: SHIMMY Technologies, USA

Narrative Description of Project:

Identify factory and study on women inclusion of RMG sector. At the same time a deep assessment on technology adaptation, existing automated machineries and training needs on it. Due to Covid 19 job loss of female workers and percentage of female worker identification.

Description of Actual Services Provided:

- Developed questionnaire and consult with SHIMMY Technologies, USA
- Made a schedule for factory visit after hand-over by UNIDO
- Factory visited and top management consultation about the project
- KII and FGD conducted
- Data collection; data analysis and shared with SHIMMY Technologies in every week
- Draft report shared with SHIMMY Technologies
- Final report preparing after reviewed

RAP Scope of Work

- Identify automated machines in the factories
- Identify the machine demand of the factories
- Identify existing capacity to operate automated machines in the RMG sector
- Identify female workers in the interviewed GMG factories
- Identify job loss due to Covid 19 of female workers
- Identify training needs

Outcomes:

- Category wise automated machineries will be identified
- Machine demand of the visited factory will be identified
- A pulse of capacity to operate automated machines by machine operator specially women workforce will be identified of the RMG sector
- Percentage of female workers will be identified of the visited factory
- Job loss due to COVID 19 of female workers and training needs also will be identified

11. Productivity and Quality Improvement of SMEs through KAIZEN (6 factories) sponsored by SME Foundation

Name of Client: SME Foundation

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Narrative Description of Project:

Factory visit and consultation with top management about the project and the factory; factory assessment and gap analysis of the factory; make a team for the quality and productivity improvement and give some training and assignment. Monitor them; the assignment and provide continuous development tools and evaluate the progress. Find out the root cause of problems and solving. The objectives of this project is to continuous improvement of Productivity and Quality of 6 SMEs through KAIZEN

Description of Actual Services Provided:

- Top management consultation by factory visit
- Factory Assessment and gap analysis for the continuous improvement
- Developed a team for the continuous improvement
- Implementation of KIZEN tools
- Continuous monitoring and provide training
- Find the problems and solved the problem for the development
- Development monitoring
- Final Assessment
- Prepare and submit final evaluation report of the programme.

RAP Scope of Work

1. Identify improvement areas of
 - Quality – Bettering products, service, work environment, practice and processes.
 - Cost – Reducing expenses and manpower, and use of material, energy and resources.
 - Delivery – Cutting delivery time, movement and non-value-added activities
 - Management – Improving procedures, training, morale, administration, planning, flow, information systems, and documentation and reporting.
 - Safety– Decreasing hazardous situations, unsafe working conditions, chances of resource depletion and damage to the environment.
2. Improvement of the identified areas

Outcomes:

- Gap areas will be found and identified improvement areas with CAP
- A continuous improvement will held
- Productivity and Quality will be improved than before

12. SEP project sponsored by PKSF-POPI (On-going)

Name of Client: POPI-SEP project

Narrative Description of Project:

Identify the basic knowledge of the trainees by pre-test examination. Demonstrate knowledge building of the participants on training issues. Facilitate training session and

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provide an evaluation report to POPI. The core objective to building on Managerial Capacity and technology adaptation knowledge and benefits for entrepreneurs.

Description of Actual Services Provided:

- Developed training Module and PPT and shared with the POPI
- Developed training and learning materials for the participants.
- Demonstrated knowledge building of the participants on training issues
- Facilitated training sessions
- Prepare and submitted final evaluation report of the training.

RAP Scope of Work

- Develop training module and PPT based on the project needs
- Stakeholder consultation and collaboration with Vhairab and Madar bari shoe cluster and Association
- Provide training (theoretical and practical) for knowledge building of the trainees
- Capacity building on management capacity building and technology adaptation of the trainees by the training session

Outcomes:

- Training module and PPT will be prepared
- Designed training delivery plan
- Conducted training accordingly and these will help to building capacity of the trainees as knowledge sharing areas

13. Job Creation of Women Workers through hands-on Skill Development in Footwear Manufacturing sponsored by SME Foundation

Name of Client: SME Foundation

Narrative Description of Project:

Identify the basic knowledge of the trainees by pre-test examination. Demonstrate theoretical and practical knowledge building of the participants on training issues (pattern making, cutting, sewing, assembling, lasting and finishing). Facilitate training session with collaboration of SMEF and Vhairab and Madar bari shoe cluster association and finally provide a evaluation report to SMEF. The core objective to inclusion women workers through hands-on skill development in footwear manufacturing sector.

Description of Actual Services Provided:

- Developed training Module and PPT and shared with SME Foundation
- Develop training and learning materials for the participants.
- Demonstrate theoretical and practical knowledge building of the participants on training issues (pattern making)
- Coordinate and facilitate training sessions with collaboration of SMEF and local cluster association (Vairab and Madar bari)
- Prepare and submit final evaluation report of the programme.

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RAP Scope of Work

- Develop training module and PPT based on the project needs
- Stakeholder consultation and collaboration with Vhairab and Madar bari shoe cluster and Association
- Provide training (theoretical and practical) for knowledge building of the trainees
- Develop products making knowledge of the trainees by practical session
- Every trainee should make minimum 2 pairs of sandal and evaluate by trainer

Outcomes:

- Training module and PPT will be prepared
- Designed training delivery plan
- Conducted training accordingly and these will help to building capacity of the trainees as knowledge sharing areas
- Women workforce inclusion will be possible

14. Training on Designing and manufacturing of Footwear sponsored by SME Foundation

Name of Client: SME Foundation

Narrative Description of Project:

Identify the basic knowledge of the trainees by pre-test examination. Demonstrate theoretical and practical knowledge building of the participants on training issues (pattern making, cutting, sewing, assembling, lasting and finishing). Facilitate training session with collaboration of SMEF and Vhairab and Madar bari shoe cluster association and finally provide a evaluation report to SMEF. The core objective to capacity building on designing and manufacturing in vhairab and Madarbari shoe cluster.

Description of Actual Services Provided:

- Developed training Module and PPT and shared with SME Foundation
- Develop training and learning materials for the participants.
- Demonstrate theoretical and practical knowledge building of the participants on training issues (pattern making)
- Coordinate and facilitate training sessions with collaboration of SMEF and local cluster association (Vairab and Madar bari)
- Prepare and submit final evaluation report of the programme.

RAP Scope of Work

- Develop training module and PPT based on the project needs
- Stakeholder consultation and collaboration with Vhairab and Madar bari shoe cluster and Association
- Provide training (theoretical and practical) for knowledge building of the trainees

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- Capacity building on the design and manufacturing of the trainees by theoretical and practical session

Outcomes:

- Training module and PPT will be prepared
- Designed training delivery plan
- Conducted training accordingly and these will help to building capacity of the trainees as knowledge sharing areas

15. Training on Quality Management on Footwear Manufacturing sponsored by SME Foundation

Name of Client: SME Foundation

Narrative Description of Project:

Identify the basic knowledge of the trainees by pre-test examination. Demonstrate theoretical and practical knowledge building of the participants on training issues (pattern making, cutting, sewing, assembling, lasting and finishing). Facilitate training session with collaboration of SMEF and Vhairab and Madar bari shoe cluster association and finally provide a evaluation report to SMEF. The core objective to capacity building on designing and manufacturing in vhairab and Madarbari shoe cluster.

Description of Actual Services Provided:

- Developed training Module and PPT and shared with SME Foundation
- Develop training and learning materials for the participants.
- Demonstrate theoretical and practical knowledge building of the participants on training issues (pattern making)
- Coordinate and facilitate training sessions with collaboration of SMEF and local cluster association (Vairab and Madar bari)
- Prepare and submit final evaluation report of the programme.

RAP Scope of Work

- Develop training module and PPT based on the project needs
- Stakeholder consultation and collaboration with Vhairab and Madar bari shoe cluster and Association
- Provide training (theoretical and practical) for knowledge building of the trainees
- Capacity building on quality management of the trainees by theoretical and practical session

Outcomes:

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- Training module and PPT will be prepared
- Designed training delivery plan
- Conducted training accordingly and these will help to building capacity of the trainees as knowledge sharing areas

16. Feasibility Study and Development of Business Plan to establish Common Facility Center (CFC) in Kaluhati Footwear Cluster sponsored by SME Foundation

Name of Client: SME Foundation

Narrative Description of Project:

Visit Kaluhati Footwear Cluster and proposed CFC location and identify existing capacity of the cluster enterprises by individual factory visit. During visit consultation with the association body and individual. Set a business plan for quality and productivity improvement of the cluster enterprises and also exit policy of SMEF. The objectives of this project are to develop of business plan to establish common facility center in Kaluhati Footwear Cluster. Report handover to Honourable state Minister of Foreign Affairs, Mr. Shariar Alam ,MP.

Description of Actual Services Provided:

- Developed research questionnaire and collected data by survey ,KII's
- Visited kaluhati footwear cluster
- Identified existing products, machineries, capacity of the cluster enterprises, proposed location of the CFC and provided an inception report on the study
- Stakeholders consultation
- Set a strategic business plan of the study
- Submit draft report and the submit final report after reviewed

RAP Scope of Work

- Visited Kaluhati Footwear cluster and collected basic information of the cluster including categories of product and identify common activities required for production of all categories. The questionnaire for collection of basic information has to be approved by the authority of the SME Foundation.
- Feasibility Study of setting up a CFC and list of machines required: the study should cover the practicality of the proposed CFC along with an objective to improve workplace and to carry out faster and quality production by entrepreneurs for value addition and increasing income level of the Firms in the cluster. This study should also include identification of processes, List of machinery and equipment, installation and commissioning and hand holding support for a period of 6 months.

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- Strategic business plan for the CFC. Strategic business plan will cover the exit strategy of SMEF.

Outcomes:

- Categories of product and common activities will be identified at Kaluhati Footwear cluster
- CFC place and list of machineries will be identified
- Apex body of the CFC will be identified
- Strategic business plan will be designed
- Exit strategy of SMEF will be identified

17. Develop Guidelines, Checklists and Reporting Template (Table of Contents) in leather & leather goods, footwear, light engineering and plastics sector sponsored by ERF component (EC4J project)-MoC-WB project.

Name of Client: ERF project

Narrative Description of Project:

Develop Guidelines, Checklists and Reporting Template in leather & leather goods, footwear, light engineering and plastics sector for ESQ assessment and reporting which will help to identify the industries gap and implement ESQ improvement of the industries and these will help export readiness of the industries.

Description of Actual Services Provided:

- Reviewed relevant international and national standards, laws and regulations related to ESQ and shared with the project
- List the main international companies' currently purchasing leather & leather goods, footwear, light engineering and plastics goods from Bangladeshi market.
- For small size firms looking to export identify gaps at the firm level and actions required to improve compliance with ESQ standards
- Key recommendation in ESQ in the three windows.
- Develop Guidelines, Checklists and Reporting Template (Table of Contents) in leather & leather goods, footwear, light engineering and plastics while doing an ESQ assessment on environment, social and quality standards.
- Finalise draft report
- Finalise final report after reviewed and validation

RAP Scope of Work

- Develop Guidelines, Checklists and Reporting Template (Table of Contents) in leather & leather goods, footwear, light engineering and plastics while doing an ESQ assessment on environment, social and quality standards.
- Capture the relevant issues in all 4 ESQ areas pertaining to leather & leather goods, footwear, light engineering and plastics.

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- Provide a verbal briefing with a draft PPT towards the end of consultancy so that staff has a chance to comment and make course corrections.
- Validate the draft Guidelines, Checklists and Reporting Template (Table of Contents) for ESQ assessment for the four selected sectors (Leather & Leather Goods, Footwear, Light Engineering and Plastic) with the ERF Team and Consultants, relevant officials of EC4J project and the Service Providers enlisted by ERF Management Unit.

Outcomes:

Guidelines, Checklists and Reporting Template in leather & leather goods, footwear, light engineering and plastics while doing an ESQ assessment on environment, social and quality standards will be developed which will help the audit/assessment team to make a good report.

18. Mapping the Supply Chain of Leather Sector and Key Drivers for Child Labour for ETI-UK sponsored by Proactive engineering Ltd.

Name of Client: ETI, UK

Narrative Description of Project:

Mapping the supply chain and cluster actors and identifying the critical nodes for initiating development interventions and tackling pricing pressure on various actors and probable risky areas of child labour involvement and addressing the issue.

Description of Actual Services Provided:

- Developed Questionnaire
- Visited cluster based factory and enterprises and interviewed related to Supply Chain of leather sector
- Collected data from data collection tools
- Consultation with sector experts and associations
- Analysed the data and submit draft report
- Draft report handover after review

RAP Scope of Work

- Develop questionnaire
- Identify the critical nodes for initiating development interventions and tackling pricing pressure on various actors
- Identify probable risky areas of child labour involvement and addressing the issues
- Provide a verbal briefing with a draft PPT towards the end.
- Validate the draft report and finalise

Outcomes:

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- The critical nodes for initiating development interventions and tackling pricing pressure on various actors will be identified
- Probable risky areas of child labour involvement and addressing the issues will be identified

19. Employability Skill pilot project sponsored by USAID-Montana University

Name of Client: USAID-Montana University

Narrative Description of Project:

Identify the institute for the pilot project implementation and consultation about the project on employability skills and implementation. Awareness rising about the project in the institute faculty, students and employee of the leather sector. Conduct a seminar on Employability skills and collect a deep feedback from the participants. Select a participants list from the institute students and employees of the leather sector for day long training on Employability skills. Conduct day long training and after that arrange an open discussion about the project needs and importance. Collect a deep feedback from the participants and experts; then with recommendation prepare a report.

Description of Actual Services Provided:

- Meeting with the project client
- Consultation with University of Dhaka and set a plan for the project implementation
- Awareness Raising Seminar at Institute of Leather Engineering and Technology, University of Dhaka (400 participants)
- Day long Training (One day) (50 students and employees)
- Collect feedback from the participants and shared with the project
- With recommendation prepared a draft report and shared with Montana University and finalise the report

RAP Scope of Work

- Identify the institutes for the pilot project
- Consultation about the project implementation with the proposed institutes
- Identify the participants for the awareness raising program from the institute and the sector
- Identify the participants of day long training on Employability skills
- Collect feedback from the participants
- Draft report submit and the final report submit after review

Outcomes:

- Students and employees will more aware about employability skills
- Soft skill gaps will be identified

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- Employability skills courses will be added in institutions curriculum

20. PACE project sponsored by PKSF-POPI

Name of Client: POPI-PACE project

Narrative Description of Project:

Identify the basic knowledge of the trainees by pre-test examination. Demonstrate theoretical and practical knowledge building of the participants on training issues. Facilitate training session and provide an evaluation report to POPI. The core objective to capacity building on machine use and maintenance.

Description of Actual Services Provided:

- Developed training Module and PPT and shared with the POPI
- Developed training and learning materials for the participants.
- Demonstrated theoretical and practical knowledge building of the participants on training issues
- Facilitated training sessions
- Prepare and submitted final evaluation report of the training.

RAP Scope of Work

- Develop training module and PPT based on the project needs
- Provide training (theoretical and practical) for knowledge building of the trainees
- Capacity building on machine use and maintenance of the trainees by theoretical and practical session

Outcomes:

- Training module and PPT will be prepared
- Designed training delivery plan
- Conducted training accordingly and these will help to building capacity of the trainees as knowledge sharing areas

21. Child Labour Action Research Innovations in Southern and South Eastern Asia (CLARISSA) Mapping Assessment - the leather supply-chain, Bangladesh sponsored by Institute of Development Studies-UK as support agency

Name of Client: by Institute of Development Studies-UK

Narrative Description of Project:

The overall purpose of this study is to understand the complex dynamics of the leather supply chain focusing the WFCL and its link to businesses involved in the leather supply chain and to map the various stakeholders and their role in each of the processes in the leather supply-chain.

Description of Actual Services Provided:

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- To develop a diagrammatic mapping of the leather sector and its supply chain in Bangladesh, including a variety of end-products to find the WFCL.
- To identify the major importers for the leather, leather products and leather footwear along with international and local brands.
- To offer stakeholder map, engagement matrix and SWOT analysis for the leather supply chain.
- To identify and analyse the regional and international bilateral and multilateral business agreements related to leather sector in Bangladesh
- To examine the large-scale economic factors in the context of COVID-19 pandemic and its implications on WFCL

RAP Scope of Work:

- Literature review: To make this report, in depth literature review on leather supply chain was performed to make diagrammatic map for leather supply chain. Practical and theoretical knowledge were used to make the supply chain map more effective to find the WFCL.
- Develop flow diagram: To understand supply chain activities of various end-products, diagrammatic maps focusing WFCL were developed.
- Data analysis: In this report, the secondary data was collected from EPB and analysed to identify the major importers of leather, leather products and leather footwear. Further, to understand the global market of leather, leather products and leather footwear, the data was collected from Trade map database to perform the analysis.
- SWOT analysis: In this report, SWOT analysis was performed to identify the strength, weakness, opportunity and threat for leather supply chain.
- Deep drive analysis: To understand the bilateral and multilateral trade policies related to leather sector, a deep drive analysis was performed.
- Analysis of economic impact of COVID-19: In depth literature review and newspaper report was reviewed to understand the economic impact of COVID-19 on the leather supply chain.

Outcomes:

- WFCL will be found and WFCL will be developed
- The bilateral and multilateral trade policies related to leather sector will be understood
- Economic impact of COVID 19 will be understood

22. Skill Need gap Analysis of Bangladesh Leather sector sponsored by Reed Consulting Bangladesh Ltd funded by SDC.

Name of Client: Swiss Agency for Development and Cooperation (SDC)

Narrative Description of Project: To understand the skill gap and possible strategies for the improvements of the skill levels of multiple layers of the value chain.

Description of Actual Services Provided:

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- Produced a 50+ pages report on skill requirements on leather value chain in different leather clusters by surveying different leather production zone in Savar, Gazipur, Hazaribagh, Bhairab and Chittagong, Bangladesh to formulate national strategy.
- This study focuses on the leather value chain from slaughter house to finished good manufacturing.
- Liaison, communication with funding body and COEL.
- Facilitator of two FGD discussion

RAP Scope of Work:

- Identify skill gap on leather value chain in different leather cluster
- Conduct survey at different leather cluster
- Focus on the leather value chain from slaughter house to finished goods manufacturing
- Identify possible strategies for the further improvement

Outcomes:

- Skill gap on leather sector value chain in different leather cluster will be identified
- Possible strategies for the further improvement will be identified