

# Profile of Data Management Aid



## Contact Information:

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## INTRODUCTION

Data Management Aid (DMA) is a private firm established in 1990 with an aim to provide services related to community-based surveys, research, data management, data analysis. The firm conducts both quantitative and qualitative surveys. The firm provides monitoring and evaluation services including verification of program outputs (i.e., tangible products and services) with regard to physical, financial and management issues for the betterment and improvement of the overall implementation of the projects/programs. DMA also provides technical and logistics supports for conducting training on survey methodology, questionnaire development and data management.

DMA has an excellent working environment, and adequate number of experienced field investigators, computer operators and programmers for discharging professional services.

So far DMA conducted 149 demographic, socio-economic, health, immunization, nutrition, and water-sanitation, human rights and governance related studies, and data management and analysis assignments for the Government, NGO, UN and International Organizations like Chars Livelihoods Program (funded by DFID), World Bank, ICDDR,B, UNICEF, WFP, CARE-Bangladesh, The British Council, and IOCH/MSH have been completed successfully by the firm since its inception in 1990.

Recent experiences of DMA include verification of the program outputs of the four components (infrastructure, livelihoods, social mobilization and enterprise development) of the Chars Livelihoods Program (CLP) ([www.clp-bangladesh.org](http://www.clp-bangladesh.org)) funded by DFID.

## ORGANIZATION AND MANAGEMENT AND HUMAN RESOURCE

DMA operates in a slim structure with highly experienced personnel who work as associates and are complemented by a network of professionals having expertise in the areas of Research, Survey and Studies. Currently there are 18 regular staff, five highly qualified senior consultants/researchers and 13 junior to mid level staff members including field researchers and data entry technicians as well as administration and accounts personnel.

In addition, DMA has developed a pool of qualified Field Researchers and Data entry Operators, numbering around 300 (boys and girls including tribal ones), who are hired as and when necessary. About one third of them are trained in Tablet operations. They are available on short notice. DMA maintains an advisory panel consisting of highly qualified and experienced professionals to guide DMA management in all technical issues.

At DMA, the five senior-level staff members provide research support and backstopping to DMA's short-term consultants, quality assurance and quality control as well as management support for DMA operations. The Executive Director is responsible for all contracts and contractual issues and supervises all lead technical staff and deliverables for all contracts and task orders and is also extensively involved in the review of personnel functions. The Research Specialist and the Monitoring and Evaluation Specialist provides research support and backstopping to short-term consultants and ensures quality output of the assignment.

For each assignment DMA organizes a kick-off briefing for the evaluation team to clarify roles, responsibilities and expectations, provide them with relevant documentation and generally advise on all aspects of the assignment to ensure that the evaluation team is able to conduct its work. In all its assignments, DMA ensures that the evaluation proceeds in line with the ToR, as well as with the norms and standards and code of conduct of the profession. The DMA team ensures that the quality assurance system are systematically applied to the evaluation and that quality standards and deadlines are met.

Financial Management Specialist, manages DMA's financial operations, cost forecasting, budgeting and reports to the Executive Director. The Office Manager, ensures that DMA's projects are supported with administrative and other staff and all logistics are in place as and when needed.

DMA has established existing policies and procedures regarding personnel management, travel, billing, the use of consultants, and other practical management issues that are essential to the smooth administration of the contracts.

## STRENGTHS

DMA team members comprised of a group of sound and dependable professionals. The team is fully capable of handling contracts and projects of any size. Over the years DMA have been active in establishing linkages and rapport with many potential resource personnel and organizations.

DMA believes that the works of its team will always reflect the following strengths:

- in-depth understanding about the vital community-based development program dynamics and program management factors of both GOB and NGO sectors;
- strong background and skills in the areas of program based study/research, evaluation, situation analysis techniques and verification of program outputs, and
- long-time practical experiences in management, monitoring and supervision of NGO, donor and government agency operated research and development programs.

The associates have many years of working experience with UN system agencies, GOB, World Bank and other leading international and national agencies.

## AREAS OF SPECIALIZATION

DMA offers expertise aimed at resolving a broad range of managerial and/or technical issues for clients mainly through investigation, survey, research and evaluation in the public and private sectors. Important sectors or areas of services DMA has been working include:

<ul style="list-style-type: none"><li>• Poverty Alleviation</li><li>• Community and Social Development</li><li>• Rural Development</li><li>• Water Supply, Sanitation</li><li>• Health and Nutrition</li><li>• Primary and Secondary Education</li></ul>	<ul style="list-style-type: none"><li>• Environment Protection and Premonition</li><li>• Microfinance and Micro-enterprise Development</li><li>• Children, Women and Gender Development</li><li>• Disaster Prevention and Management</li><li>• Governance and Human Rights</li></ul>
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**Project Design and Management:** Design and conduct all kinds of quantitative and qualitative research: strategic planning, project identification and evaluation, project implementation and monitoring, project management, feasibility and impact studies, PRA etc.

**Research and Survey:** We conduct Baseline surveys, Mid-Term Reviews, Final or Endline Evaluations, Performance Evaluations, Third Party Monitoring, special Studies and Research. For detailed list of major ongoing and completed projects please see annex-1.

**Auditing and verification:** Design and plan independently and carry out the performance auditing and verification activities for the outputs of the project activities and provide professional supports for the development of better performance by the projects concerned. Since 2007, DMA is involved in verification of the program outputs of the four components (infrastructure, livelihoods, social mobilization and enterprise development) of the Chars Livelihoods Program (CLP) funded by DFID under a long term arrangement.

**Health and Family Planning:** community health, immunization, nutrition, maternal and child health care, nutritional anthropometry of pre-school children/women, primary health care, family planning, water and sanitation, health care management, urban health etc.

**Governance and Human Rights:** DMA has experience in conducting studies related to governance and human rights issues and conducted multiple studies.

**Urban Development:** DMA has *developed* hands-on expertise in conducting survey on urban development program through conducting surveys and studies solely in the urban areas or as a part of a comprehensive study. Pro-poor development initiatives and municipal governance were our key interest areas of urban development.

**Training:** Training on survey methodology, techniques of data collection, PRA etc. are conducted by the firm. A good number of training materials on field data collection including slides, transparencies and videos on PRA are available.

**Data Management:** Twenty highly trained data entry technicians are working with DMA on full and part-time basis. The firm has the ability to handle large scale data sets and proven skills to carry out complex statistical analysis.

### **USING TABLETS FOR DATA COLLECTION**

DMA has been using Tablets in its surveys. Now-a-days Tablets are increasingly used in social surveys as a data collection and data recording tool. DMA has experience in using Tablets and has successfully implemented multiple Tablet-based surveys.

When doing the interview using Tablets, enumerators reads each question in Bangla off the screen, just as if they were using paper questionnaires. Each interview are stored as an independent record in the secured server.

The use of Tablet gives significant benefits over traditional paper-based surveys. Using Tablet-based questionnaires greatly reduces survey error, especially data entry error. In a Tablet-based survey, as data is being entered subject to validation, i.e. it is controlled on the spot for possible errors (numbers out of range, percentages that do not add up to 100%, etc.) and some questions may be enabled or disabled on the basis of replies to the previous questions. In addition, all logic rules, such as skips to other questions or avoids, are controlled by the Tablet and not by the enumerator. Such rules are automatic, taking the enumerator to the next relevant question. This is particularly useful in complex, multi-indicator surveys.

**As part of the interview the Tablet-based surveys enables to capture signatures, take pictures or videos and even record voice and attach it to any of surveys.**

Using Tablet-based survey instead of paper based questionnaire also reduces the time needed for data collection and processing. Once data is collected with paper-based surveys, each questionnaire then has to be entered into a database by a data-entry clerk, and then cleaned of errors by a data analyst. With a Tablet-based survey there is no need for a subsequent data entry process since the data is entered directly into a data file. This greatly reduces data entry errors (these are the largest single source of error for a survey). Moreover, for each household GPS coordinates are stored automatically. Finally, Tablet-based surveys are environmentally friendlier. In addition, it reduces the logistics burden of carrying many questionnaires around the field and then storing them in the office.

### **BRIEF DESCRIPTION OF ORGANIZATIONAL CAPABILITY**

**Office Space & Vehicle:** One flat having approx. 1700 sq. ft. space with all modern fittings at Flat C4, House 18A, Road 11, Dhanmondi, Dhaka-1209.

**Hardware Equipment:** Data Management Aid owns 8 laptops, 11 latest configured Pentium computers with one scanner, 1 fax, 4 laser printers along with necessary accessories. All computers are connected with hi-speed internet connections.

**Tablets/Smartphones:** 101 Tablets (Samsung Tab 3V) and 110 Smartphones (Samsung Galaxy Young). All devices are connected with Grameenphone internet

**Anthropometric Measuring Scale:** DMA owns 55 digital weighing scales and 35 wooden height/length measuring boards in good working conditions.

**Software Packages:** Most of the up-to-date software packages are available with the DMA.

**Telephone Numbers:** 8118895, 01711-533451. E-mail: [info@dmabd.com](mailto:info@dmabd.com), Web: [www.dmabd.com](http://www.dmabd.com)

## List of Ongoing and Selected Completed Assignments by DMA

### I. Ongoing Assignments

Sl. #	Description of the Assignment	Client/Organization	Focal Point
1.	Agricultural Value Chain Baseline and Annual Surveys 2016 <i>(Study design to report preparation)</i>  (April - November 2016)	Agricultural Value Chain Project Development Alternatives Inc. USA	Wasel Syed Monitoring and Evaluation Manager Agricultural Value Chain Project Email: wasel_syed@dai.com
2.	Assessment of Pre-Primary Education in Bangladesh  <i>[Support provided to the Core Study Team of UNICEF on the study design, review of tools, and organized and imparted training of enumerators, data collection from 520 schools in 50 Upazilas of 33 Districts, and data analysis]</i>	Core Study Team of UNICEF	Nurul Islam Study Team Leader Email: <a href="mailto:nurul.islam3b@gmail.com">nurul.islam3b@gmail.com</a> Cell: 01715028556

### II. Major Completed Assignments

Sl. #	Description of the Assignment	Client/Organization	Focal Point
1.	Verification of CLP Activities <i>(Study design to report preparation)</i>  (July 2015– March 2016)	Chars Livelihoods Programme (Funded by DFID)	Stuart Kenward Director-IMLC, CLP Email: <a href="mailto:stuart@clp-bangladesh.org">stuart@clp-bangladesh.org</a>
2.	Customer Satisfaction Surveys <i>(Study design to report preparation)</i>  (August 2015 - March 2016)	Chars Livelihoods Programme (Funded by DFID)	Stuart Kenward Director-IMLC, CLP Email: <a href="mailto:stuart@clp-bangladesh.org">stuart@clp-bangladesh.org</a>
3.	Mid-term Evaluation of Agriculture Extension Project (funded by USAID) <i>(Study design to report preparation)</i>  (August 2015 - March 2016)	Dhaka Ahsania Mission	Bruce Ravesloot Vice President, TANGO International Email: <a href="mailto:bruce@tangointernational.com">bruce@tangointernational.com</a>
4.	Agricultural Value Chain Baseline and Annual Surveys 2015 <i>(Study design to report preparation)</i>  (August 2015 - March 2016)	Agricultural Value Chain Project Development Alternatives Inc. USA	Wasel Syed Monitoring and Evaluation Manager Agricultural Value Chain Project Email: wasel_syed@dai.com
5.	Baseline Survey: McGovern–Dole and WFP supported Food for Education (FFE) Program in Bangladesh <i>(Study design to data collection)</i>  (May - June 2015)	Kimetrica, USA	Robert Rose Chief Operating Officer <a href="mailto:rob.rose@kimetrica.com">rob.rose@kimetrica.com</a>
6.	Verification of CLP Activities <i>(Study design to report preparation)</i>  (July 2014– March 2015)	Chars Livelihoods Programme (Funded by DFID)	Stuart Kenward Director-IMLC, CLP Email: <a href="mailto:stuart@clp-bangladesh.org">stuart@clp-bangladesh.org</a>
7.	Customer Satisfaction Surveys <i>(Study design to report preparation)</i>  (December 2014 - March 2015)	Chars Livelihoods Programme (Funded by DFID)	Stuart Kenward Director-IMLC, CLP Email: <a href="mailto:stuart@clp-bangladesh.org">stuart@clp-bangladesh.org</a>
8.	Access to Justice Situation Analysis <i>(Study design to report preparation)</i>  (April 2014 – March 2015)	UNDP	Christian Eldon Chief Technical Advisor Justice Sector Facility Project, UNDP Email: <a href="mailto:christian.eldon@undp.org">christian.eldon@undp.org</a>

Sl. #	Description of the Assignment	Client/Organization	Focal Point
9.	Quantitative Performance Evaluation of the Nobo Jibon Program (Study design to report preparation)  (October 2014 - January 2015)	Save the Children	Toufique Ahmed Senior Manager M&E, Nobo Jibon Email: <a href="mailto:toufique.ahmed@savethechildren.org">toufique.ahmed@savethechildren.org</a>
10.	Annual Monitoring Survey of Nobo Jibon project (Study design to report preparation)  (July -September 2014)	Save the Children	Toufique Ahmed Senior Manager M&E, Nobo Jibon <a href="mailto:toufique.ahmed@savethechildren.org">toufique.ahmed@savethechildren.org</a>
11.	Annual Food Security, Health and Nutrition Survey (Study design to data collection)  (September – December 2014)	Chars Livelihoods Programme (Funded by DFID)	Stuart Kenward Director-IMLC, CLP Email: <a href="mailto:stuart@clp-bangladesh.org">stuart@clp-bangladesh.org</a>
12.	Baseline Survey of the First 1000 Most Critical Days Project (Study design to report preparation)  (February– August 2014)	Save the Children	Kazi Eliza Islam Program Advisor, Signature Program Email: <a href="mailto:eliza.islam@savethechildren.org">eliza.islam@savethechildren.org</a>
13.	Verification of CLP Activities (Study design to report preparation)  (July 2013– June 2014)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader, CLP Email: <a href="mailto:malcolm@clp-bangladesh.org">malcolm@clp-bangladesh.org</a>
14.	Field tests of different methods of immunization coverage survey  (July– August 2014)	WHO Geneva	Dr. Pierre Claquin Consultant Email: <a href="mailto:lalbandor@gmail.com">lalbandor@gmail.com</a>
15.	Customer Satisfaction Monitoring (Study design to report preparation)  (January– June 2014)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader, CLP Email: <a href="mailto:malcolm@clp-bangladesh.org">malcolm@clp-bangladesh.org</a>
16.	Baseline Survey for IFMC (Study design to report preparation)  (July – December 2013)	Agriculture Extension Component DAE, MoA	Nazrul Islam National Information Technology Advisor Tel. 01819403993 Email: <a href="mailto:nima@accessstel.net">nima@accessstel.net</a>
17.	Annual Survey of PROSHAR 2013 (Study design to report preparation)  (August – December 2013)	ACDI/VOCA (Funded by USAID)	Marie Anne Cadrin Chief of Party Email: <a href="mailto:mcadrin@acdivoca-proshar.org">mcadrin@acdivoca-proshar.org</a>
18.	Customer Satisfaction Surveys (Study design to report preparation)  (December 2012 – June 2013)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader, CLP Email: <a href="mailto:malcolm@clp-bangladesh.org">malcolm@clp-bangladesh.org</a>
19.	Nutrition Survey in Leda Camp (Study design to report preparation)  (December 2012 – March 2013)	Muslim Aid UK (Funded by ECHO)	Zahid Jamal Khattak Head of Emergency Email: <a href="mailto:zahid@muslimaid.org.bd">zahid@muslimaid.org.bd</a>
20.	Testing an LQAS-based Method for Estimating Rates of Technology Adoption (contribute in study design to data collection)  (November 2012)	TANGO International for Bill & Melinda Gates Foundation	Bruce Ravesloot Vice President, TANGO International Email: <a href="mailto:bruce@tangointernational.com">bruce@tangointernational.com</a>
21.	Baseline Study of Feed The Future Aquaculture Project (Study design to report preparation)  (September 2012 – March 2013)	WorldFish Centre	Wasel Syed M&E Manager Email: <a href="mailto:s.wasel@cgiar.org">s.wasel@cgiar.org</a>
22.	Annual Survey of PROSHAR 2012 (Study design to report preparation) (August – October 2012)	ACDI/VOCA (Funded by USAID)	Marie Anne Cadrin Chief of Party Email: <a href="mailto:mcadrin@acdivoca-proshar.org">mcadrin@acdivoca-proshar.org</a>

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23.	Recommendation for Preparing Clinical and Therapeutic Guidelines And Protocols for all Level of Service Delivery (Study design to report preparation)  (April – June 2012)	GFA Consulting Group Germany	Dr. Lars Chr. Kyburg Team Leader Cell: 0175 7920096 Email: lars@kyburg.eu
24.	KAP Baseline Study for SEEMA Project (Study design to report preparation)  (January– June 2012)	CARE Bangladesh	Ms. Kalpana Rani Team Leader – SEEMA Email: kalpana@bd.care.org
25.	Customer Satisfaction Surveys (Study design to report preparation)  (October 2011 – June 2012)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader Cell: 01716236041 Email: malcolm@clp-bangladesh.org
26.	Health Scenario Survey in the Haor Region (Study design to report preparation)  (October 2011 – February 2012)	Concern Worldwide	Mr. Zakir Ahmed Khan Head of Haors Email: zakir.ahmed@concern.net Cell: 01920467454
27.	Endline Survey of HISAL Project (Study design to report preparation)  (December 2011 – February 2012)	Concern Worldwide	Mr. Zakir Ahmed Khan Head of Haors Email: zakir.ahmed@concern.net Cell: 01920467454
28.	MFI Survey (Study design to report preparation)  (October – November 2011)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader Cell: 01716236041 Email: malcolm@clp-bangladesh.org
29.	Baseline Survey on Human Rights Situation in Bangladesh (Study design to report preparation)  (June – November 2011)	UNDP	Mona M'Bikay Boin Project Manager BNHRC-CDP, UNDP mona.mbikayboin@undp.org
30.	Rapid Assessment of Changes in Key Socio-Economic Indicators of HISAL Participants (Study design to report preparation)  (March – April 2011)	Concern Worldwide	Mr. Zakir Ahmed Khan Head of Haors Email: zakir.ahmed@concern.net Cell: 01920467454
31.	Endline Survey for the 7 <sup>th</sup> Country Programme of UNFPA (Study design to report preparation)  (October 2010 – February 2011)	UNFPA	Ms. Yuki Suehiro Deputy Representative Email: suehiro@unfpa.org
32.	Customer Satisfaction Surveys (Study design to report preparation)  (October 2010 – January 2011)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader Cell: 01716236041
33.	Survey on drug use among street children and adolescents in Bangladesh (Study design to report preparation)  (August – December 2010)	The World Bank	Ms. Iffat Mahmud Operations Analyst Email: imahmud@worldbank.org
34.	Pregnancy Termination in Matlab, Bangladesh: Time Trends, Methods, Correlates, and Decision-Making Processes (Data collection, entry and analysis)  (May – August 2010)	ICDDR,B	Dr. Abdur Razzaque Scientist ICDDR,B Email: razzaque@icddr.org Cell: 01911392083
35.	Baseline Survey for the Food Security for the Ultra Poor in the Haor Region (Study design to report preparation)  (January – June 2010)	CARE Bangladesh	Mr. Zakir Ahmed Khan Team Leader, FSUP-H Email: zakir@carebangladesh.org Cell: 01920467454

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36.	Verification of CLP Activities ( <i>Study design to report preparation</i> )  (April 2007 – March 2010)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader Cell: 01716236041
37.	Customer Satisfaction Surveys on CLP Activities ( <i>Study design to report preparation</i> )  (December 2007 – February 2010)	Chars Livelihoods Programme (Funded by DFID)	Dr. Malcolm Marks Team Leader Cell: 01716236041
38.	Informal Justice Survey ( <i>Study design to report preparation</i> )  (September – October 2009)	Danish Institute of Human Rights	Paul Dalton pda@humanrights.dk
39.	Supervisory and Quality Control Support to Nutritional Status Survey  (September – October 2009)	Chars Livelihoods Programme (Funded by DFID)	Mr. Rafiqul Islam National Advisor, IML Cell: 01720190443
40.	Public Attitude Follow-up Survey of the Police Reform Programme ( <i>Study design to report preparation</i> )  (August – December 2008)	UNDP	Mr. Hubert Staberhofer Programme Manager Cell: 01713423607
41.	Impact of CLP's Asset Transfer Programme of Phase I and Phase II ( <i>Study design to report preparation</i> )  (July – September 2008)	Chars Livelihoods Programme	Dr. Malcolm Marks Director, IML Cell: 01716236041
42.	Evaluation of Communication Campaign on NSV ( <i>Study design to report preparation</i> )  (March – June 2008)	Engender Health	Mr. Mahboob E Alam Senior M&E Officer Cell: 01716899864
43.	Review of CLP's Enterprise Programme ( <i>Study design to report preparation</i> )  (April – July 2008)	Chars Livelihoods Programme	Dr. Malcolm Marks Director, IML Cell: 01716236041
44.	Review of Primary Health Care and Family Planning Project  ( <i>Questionnaire review, training, data management, analysis</i> )  (May 2008)	Chars Livelihoods Programme	Dr. Malcolm Marks Director, IML Cell: 01716236041
45.	IEP Leakage Survey ( <i>Study design to data entry</i> )  (December 2007 – January 2008)	Chars Livelihoods Programme	Dr. Malcolm Marks Director, IML Cell: 01716236041
46.	IEP Advance and Safety Net Surveys ( <i>Study design to data entry</i> )  (October 2007 – February 2008)	Chars Livelihoods Programme	Dr. Malcolm Marks Director, IML Cell: 01716236041
47.	Nutrition Baseline Survey ( <i>Study design to report preparation</i> )  (May – July 2007)	Agriculture Extension Component DAE, MoA	Nazrul Islam National Information Technology Advisor Tel. 8115697
48.	Evaluation of NGO Implemented Activities under the Area Based Community Nutrition Program of National Nutrition Project  ( <i>Study design to report preparation</i> )  (September 2005 – August 2006)	World Bank	Dr. Farzana Ishrat Nutrition Specialist Tel. 8159001



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49.	Evaluation of GRC-BDRCS Primary Health Care Project <i>(Questionnaire review, training, data management, analysis and report preparation)</i>  (September 2005 – February 2006)	Bangladesh Red Crescent Society	Ms. Sylvia Johnson Health Delegate German Red Cross Tel. 9352494
50.	Evaluation of Community Led Total Sanitation by CARE Bangladesh (report preparation in progress) <i>(Study design to report preparation)</i>  (April – June 2005)	CARE-Bangladesh	Mr. Wadud Technical Coordinator M&E, SHOUHARDO Tel. 9112315 ext. 383
51.	LEAF Baseline Survey <i>(Study design to report preparation)</i>  (June to December 2006)	Intercooperation, SDC	Mr. Alain Cuvelier, Adviser Tel. 8815688
52.	Assessing and Improving the Consumption Effects of Agricultural Policies and Programs in Bangladesh <i>(Study design to report preparation)</i>  (September to December 2004)	Institute of Nutrition and Food Science (INFS), Dhaka University And Tufts University, USA	Dr. Rezaul Karim Professor INFS Tel. 9661920 ext. 6255
53.	SHAHAR Annual Time Series Survey <i>[Recruitment, training, data collection, data entry, analysis, report preparation]</i>  (September 2004 – January 2005)	CARE-Bangladesh	Mr. Rafiqul Islam Technical Coordinator M&E Unit TS, IFSP Tel. 0172-036172
54.	Rohingya Refugee Socio-Economic Profile Survey in Teknaf and Ukhya <i>(study design to report preparation)</i>  (October to December 2003)	UNHCR	Mr. Boonshan Sangfai Head of Sub-office UNHCR Sub-Office Cox's Bazar Tel. 0341-63550
55.	BINP Endline Evaluation Survey <i>[Recruitment, training, data collection, quality control, data entry, statistical analysis]</i>  (January – August 2003)	Institute of Nutrition and Food Science (INFS), Dhaka University and Tufts University, USA	Dr. Rezaul Karim Professor INFS Tel. 9661920 ext. 6255
56.	FPP Baseline Survey in Char and Haor Areas <i>(Recruitment, training, data collection, data entry, analysis, report preparation)</i>  (November 2002 – May 2003)	CARE-Bangladesh	Mr. Mahboob-E-Alam Acting Technical Coordinator M&E Unit TS, IFSP Tel. 8114207, 8114195-98
57.	LIFT-BINP Final Evaluation Survey <i>(Study design to report production)</i>  (November – January 2002)	CARE-Bangladesh	Sajeda Begum Coordinator, LIFT Tel. 8114207, 8114195-8
58.	Beneficiary Contact Monitoring <i>(Recruitment, training, data collection, quality control, data entry, statistical analysis, report preparation)</i>  (October 2002 - August 2003)	World Food Programme	Mr. Syed Khabir Ahmed Head, Planning and Study Unit Tel. 8116344-8
59.	Process and Impact Study of BINP Garden and Poultry Activities <i>(Recruitment, training, data collection, quality control, data entry, statistical analysis)</i>  (January – August 2002)	Institute of Nutrition and Food Science (INFS), Dhaka University and Tufts University, USA	Dr. Rezaul Karim Professor INFS Tel. 9661920 ext. 6255

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60.	Monitoring of Primary Education Stipend Program <i>(data entry, analysis and report preparation)</i>  (August – October 2003)	UNICEF	Mr. Nurul Islam Team Leader – IDEAL Education Section UNICEF Tel. 9336701-20
61.	Endline Evaluation of Public Private Partnership Programme for ESP <i>(study design to report preparation)</i>  (April – September 2003)	The British Council	Ms. Jyoti Dhingra Communication and Evaluation Adviser Tel. 8618905-7
62.	Baseline Survey of South Eastern Community Health Project <i>(training, quality control, data entry, analysis)</i>  (May - July 2001)	German Red Cross	Ms. Monika Christofori Health Delegate Tel. 9352494
63.	Livelihood and Agricultural Baseline Survey for GOINTERFISH & SHABGE Projects <i>(training, quality control, data entry, analysis and report production)</i>  (March - June 2001)	CARE-Bangladesh	Mr. Arif Rashid Project Coordinator Tel. 8114195-8
64.	Flood Proofing Project Baseline Survey <i>(recruitment, training, data collection, quality control)</i>  (October – January 2001)	CARE Bangladesh	Ms. Samia Ahmed Project Dev. Officer (M&E) Tel. 8114195-8, 018-218044
65.	Flood Proofing Project Seasonal Survey <i>(recruitment, training, data collection, quality control)</i>  (October – January 2001)	CARE Bangladesh	Ahmedul Ghani Technical Advisor Tel. 8114195-8
66.	Public Private Partnership (PPP) Baseline Survey <i>(study design to report production)</i>  (August – September 2000)	The British Council	Dr. Azam Ali Senior National Consultant Tel. 8618905-7
67.	Health and Nutrition Baseline Survey in 3 Metropolitan Cities <i>(study design to report production)</i>  (May – September 2000)	CONCERN-Bangladesh	Mr. Noel Melony Country Director Tel. 8112796
68.	Medical Education for Essential Health Services (MEEHS) Baseline Survey <i>(study design to report production)</i>  (May 2000)	The British Council	Dr. Azam Ali Senior National Consultant Tel. 8618905-7
69.	EPI Coverage Survey in the South-eastern Border Areas of Bangladesh <i>(study design to report production)</i>  (February 2000)	Immunization and other Child Health (IOCH) Project (Funded by USAID)	Dr. Pierre Claquin Chief of Party Tel. 9886992-5, 9883969
70.	EPI Coverage Survey in the Urban Areas of Bangladesh <i>(study design to report production)</i>  (December 1999 – January 2000)	Immunization and other Child Health (IOCH) Project (Funded by USAID)	Dr. Pierre Claquin Chief of Party Tel. 9886992-5, 9883969
71.	EPI Coverage Survey in the North-eastern Border Areas of Bangladesh <i>(study design to report production)</i>  (November –December 1999)	Immunization and other Child Health (IOCH) Project (Funded by USAID)	Dr. Pierre Claquin Chief of Party Tel. 9886992-5, 9883969

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72.	The 1998 Round 2 Study on Women Participating in the 1997/98 WTC Cycle <i>(study design to report production)</i>  (January 2000)	The World Food Programme (WFP), Dhaka	Ms. Neile Kabir Evaluation Officer Tel. 8116344-48
73.	Effective means to address moderately malnourished children within BINP communities <i>(Data management and analysis)</i> 1999	ICDDR,B	Dr. SK Roy Scientist Tel. 8811751 ext. 2313
74.	Is the Supplement a Substitute or a True Supplementation to the Usual Diet? <i>(Study design to report preparation)</i> 1999	Institute of Nutrition and Food Science (INFS), Dhaka University	Dr. M. Abdullah Director Tel. 9661900 Ext. 6250
75.	Focus Group Discussion with Working Children. 20 separate focus group discussions with different occupational groups of children <i>(study design to report production)</i>  (Nov. – Dec 1998)	Education Section UNICEF	Ms. Ruby Noble Project Officer 9336701-5
76.	Mid-Term Review 1998 of BINP sponsored by the MOH&FW <i>[Recruitment, training, data collection, quality control, data entry, analysis]</i>  (October 1998 – March 1999)	Institute of Nutrition and Food Science (INFS), Dhaka University	Dr. M. Abdullah Director Tel. 9661900 Ext. 6250
77.	The Round 2 Study on the Socio-economic Impact of Selected GCCR Schemes Implemented During 1995/96 Workseason <i>(study design to report production)</i>  (March – July 1998)	The World Food Programme (WFP), Dhaka	Mr. Akter Faruque Evaluation Officer Tel. 8116344-48
78.	The 1998 Round 1 (Baseline) Survey on Women Participating in The 1998/99 VGD Cycle <i>(study design to report production)</i>  (March – May 1998)	The World Food Programme (WFP), Dhaka	Dr. Mahbubur Rahman Senior Evaluation Officer Tel: 8116344-48
79.	The 1997 Round 1 Baseline Survey on the Fish Cultivators of The 1996/97 Workseason <i>(study design to report production)</i>  (Dec. 1997 to April 1998)	The World Food Programme (WFP), Dhaka	Ms. Sufia Begum Evaluation Officer Tel: 8116344-48
80.	Baseline Survey on People's Participatory Process for Human and Health Development <i>(study design to report production)</i>  (December – March 1997)	Society for Health Extension and Development (SHED), Teknaf	Mr. Md. Umra Executive Director Tel. 0341-4079
81.	Multi Indicator Cluster Survey 1997 <i>(Data collection, quality control)</i>  (November 1997 - January 1998)	UNICEF/BBS	Dr. Yameen Mazumder Program Planning Officer UNICEF Tel. 9336701-5
82.	Urban Livelihood Study <i>(Recruitment, training, data collection, quality control, data entry, analysis)</i>  (September to November 1997)	CARE-Bangladesh	Mr. Phil Sutter Infrastructure Sector Coordinator Tel. 8114195-8
83.	Health and Nutrition Baseline Survey 1997 <i>(study design to report production)</i>  (June to August 1997)	CONCERN-Bangladesh	Mr. Noel Melony Country Director Tel. 8112795-6

Sl. #	Description of the Assignment	Client/Organization	Focal Point
84.	Health and Nutrition Baseline Survey 1997 in 44 thanas sponsored by the Ministry of Health and Family Welfare <i>(Recruitment, training, data collection, quality control, data entry, analysis)</i>  (May - December 1997)	Institute of Nutrition and Food Science (INFS), Dhaka University	Dr. Rezaul Karim Director Tel. 9661900 ext. 6250
85.	The 1997 Survey on the Socio-economic Impact of selected GCCR Schemes started in the 1996/97 Workseason <i>(study design to report production)</i>  (April to October 1997)	The World Food Programme (WFP), Dhaka	Ms. Nicole Steyer Advisor, MIE, WFP Tel: 8116344-48
86.	Study on Present Situation of the Garment Child Workers Enrolled in NGO Schools <i>(study design to report production)</i>  (February – April 1997)	Education Section UNICEF	Mr. Nurul Islam Project Officer Tel. 9336701-20
87.	The 1996 WTC-IES Study at 30 WTC centers located in 12 Districts in Bangladesh <i>(study design to report production)</i>  (January to May 1997)	The World Food Programme (WFP), Dhaka	Dr. Mahbubur Rahman Senior Evaluation Officer Tel: 8116344-48
88.	Rapid Assessment Survey of Child Nutrition Status in urban city slums <i>(study design to report production)</i>  (April-May, 1996)	Health & Nutrition Project CONCERN-Bangladesh	Dr. Alamgir Hossain Programme Manager  Tel. 8112795, 8112796
89.	Health & Nutrition KAP Survey-1995 in urban slums <i>(survey design to report production)</i>  (December 1995- January 1996)	Health Programme, CONCERN-Bangladesh	Dr. Alamgir Hossain Programme Manager (Health & Nutrition) Tel. 8112795, 8112796
90.	Health and Nutrition KAP Survey <i>(study design to report production)</i>  (October – January 1996)	CONCERN-Bangladesh	Dr. Alamgir Hossain Program Manager Tel. 8112795, 8112796



## **Data Management Aid**

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