

# PROFILE OF DPSS



## Dhaka Palli Seba Sangstha(DPSS)

Head office

Sholla Bazar, Nababganj, Dhaka

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# PROFILE OF DPSS

## Overview:

Dhaka Palli Seba Sangstha is a non-govt. non-profitable and nonpolitical voluntary development organization. It was established in 1<sup>st</sup> June, 2009 with the initiation of group of educated like minded social workers within, aim to promote the socio-economic and cultural status of the rural poor and vulnerable people, emphasizing the women and children through conscientization, capacity building, institution building, capital formation, and imparting felt-need based problem solving programs by adopting modern scientific technologies. DPSS believes in non-directive, bottom up, participatory and integrated development frameworks and acts as a catalyst with its beneficiaries.

## Introduction to DPSS:

Dhaka Palli Seba Sangstha (DPSS) a development organization begun in development efforts. In 2009, a group of professionals got convinced that social development is only possible if the problems and crisis of the common people are met. They felt that only voluntary attitude and dedication at micro-level might uplift the standard of life. At the very outset, DPSS begun their work at community level and focused their concentration on education and health care. It grew increasingly and accepted by the local people and project beneficiaries rapidly during the past few years due to its people's oriented, targeted, durable and accelerated in poverty alleviating programs with the resources it has at its disposal. From the inception of the organization, DPSS has been implementing various social development activities in its project areas of all over Bangladesh.

Dhaka Palli Seba Sangstha (DPSS) organization started its development activities in 2009 for the disadvantaged and poor people of rural areas. As a development organization DPSS aims to establish a just and equitable society, elimination of the oppression and injustice to the poor. Achieving the goal DPSS has been striving to equip the poor, powerless people in unite through institution building, awareness raising, and establishing the right of access to institutional resources. Poor people can repay the loan in time is now a proven truth, even though the access to the financial institution is often denied due to many rules and hazards. But DPSS believes that economic empowerment is the vital factor of all development concern so that economic developments apprehend the prime concentration in DPSS development strategy.

DPSS is also committed to carry out a lot of programs for the development of quality of life and the betterment of living condition of the under privileged people. It aims at the welfare of the people and the care of the environment. It believes that taking care

of our natural and human resources in salutary for sustainable development that would leave a better Bangladesh for the next generation to come.

The main strategies to implement these goals are organizing the rural and the urban poor, help them to undertake self-employment based productive activities supported by a credit program and skill based training and increase capital formation through a saving scheme.

In the backdrop of above scenario, Social Development Organization, DPSS, a non-governmental, non-profitable and non-political development organization was funded in 2009 at the initiatives of a group of concerned citizens. This group is comprised of benevolent people from different professions.

**1. Name of the NGO : Dhaka Palli Seba Sangstha**

**2. Address**

**Head Office address :** Vill-Sholla, P.O-Sholla  
P.S-Nawabgonj, Dist-Dhaka  
Mobile: 01819-442087, 01884-631980

**Branch Office :** **Dhaka Palli Seba Sangstha**  
Shadapur, Nawabgonj, Dhaka.  
**:** **Dhaka Palli Seba Sangstha**  
Latakhola, Dohar, Dhaka

**3. Contact person : Md. Akter Hossain**  
Executive Director

**4. Legal Status :**

Sl. No.	Registration Authority	Registration No.	Date
1.	Dept. of Social Welfare	Dha-08818	11.11.2010
2.	Dept. of Youth & Sports	JUA/Dhaka-813/2014	08.06.2014
3.	Micro Credit Regulatory Authority	21112-00190-00787	27.07.2017
4.	Dept. of Women Affairs	JMBKKA/Dhak/456/2015	04.05.2015
5.	NGO Affairs Bureau	2940	16.07.2015

5. Year of establishment : 1<sup>st</sup> June, 2009

6. Place of Establishment : Sholla, Nawabgonj, Dhaka, Bangladesh

7. Founder of the Organization : Md. Akter Hossain

8. Head of the organization : Md. Akter Hossain

9. Chairman of the organization : Helal Uddin Ahmed

#### **10. Vision:**

Educated and productive skilled manpower especially poor women having empowerment (Like peace, justice, decision making with democratic value) in the society.

#### **11. Mission:**

Development of poor women & children for their empowerment in human rights. Poverty alleviation, food security and enabling them to establish in the society.

## **12. Objectives of DPSS are:**

- ❑ To co-operate with the rural poor to build the organizational structure required for a united and concerted effort to eradicate poverty.
- ❑ Collaborate to be endeavoring and proactive so that large sections of the population suffering from poverty can understand and accurately analyze their position in the society, identify the problems created by the society and find solutions including unraveling the causes and solve the problems created in unison.
- ❑ Provide support for building a self-reliant, just and equitable society through the active participation of large sections of the poor.
- ❑ Provide assistance to the target group so that they can plan, manage, and evaluate the organization's programs.
- ❑ To provide assistance in skills development and awareness raising through training to the target group of organizations in the field of systematic education which is needed to follow the procedures and strategies required to carry out the program properly formulated by the organization.

## **13. Goal:**

To develop the human qualities, skills and knowledge that exist among the poor, the ultra-poor and the disadvantaged so that they can ensure socio-economic equality in the process of poverty alleviation and public health development through building sustainable community based peoples organizations and improvising their standard of living through resource mobilization and good management.

## **14. Strategy:**

- ◆ Target beneficiaries are selected by following several criteria and procedures.
- ◆ Supports and services are channeled through the groups to the target beneficiaries of the selected project areas.
- ◆ **DPSS** assists the target beneficiaries of project area towards improvement of the quality of living status providing support in Education, Primary Health, Nutrition, Sanitation, Handicrafts, Fish Culture, Women & Children rights and Income Generating Programs with a comprehensive approach.

## **15. Target Group:**

Ultra hardcore poor, hardcore poor, poor women and children, Micro entrepreneurs of rural and slums of Bangladesh.

## **16. Working Area:**

Dhaka district and all over Bangladesh

## **17. Characteristics of Right Holders:**

The right holders of the organization are the poor women, representing landless and resource-poor rural families. A significant number of these women are single income-earners for the family. Keeping relevance to its objectives and vision DPSS works for people in general to build a better tomorrow, giving its main trust on the poorest of the poor, the disadvantaged and marginalized people including–

- ❖ those who are landless or have a minimum land of house hold ;
- ❖ those who earn livelihood from physical labour;
- ❖ those who are illiterate and
- ❖ those who are child labour;

#### **18. Driving forces:**

- These marginalized and socially excluded people are most deprived ones in the society
- The working children, street children are differently treated by the society
- The poor & disability people have limited space to enjoy human rights
- The poor & disability people are victims of social exclusion.

#### **19. Core values:**

- Equality irrespective of caste, creed, race or gender.
- Transparency & accountability
- Ensuring of human rights
- Ensuring to the disability
- Non discrimination
- Commitment & devotion
- Honesty & justice

#### **20. Core competencies:**

- Organizing and Empowering rural poor people
- Implementing HIV/AIDS Program
- Program for Street and Working Children
- Primary Education Program
- Disaster Preparedness and Management Program
- Program on climate change
- Water and Sanitation Program
- Training and Income generating activities in Agro Processing industry

#### **21. Nature of Activities:**

- Awareness raising
- Legal Support
- Resources Building
- Child Education

- Health Support
- Social Mobilization
- Capacity Building
- Skills Development
- Income Generating Activities
- Entrepreneurship Development

## 22. Organizational Strengths:

- Working experience with most vulnerable socially excluded peoples
- Experience of confronting challenges
- Skilled and committed staff
- Three offices with available support information
- Conducting Skill Development trainings

## 23. Membership/Partnership with other Forum/Agency:

- (a) Federation NGO's Network in Bangladesh (FNB)
- (b) Credit & Development Forum (CDF)
- (c) Coordinating Council for Human Rights in Bangladesh-CCHRB

## 24. Management:

**DPSS** is run by an Executive Committee (EC) comprised of 7 members and has a general council (GC) comprised of 21 members. In case of any requirement of Executive Committee there is a provision of forming advisory committee.

## 25. Staff Position:

Category	Male	Female	Total
Operation Division	06	04	10
Program Division	32	20	52
Communication and Learning Division	05	04	09
Volunteer	20	10	30
<b>Total</b>	<b>63</b>	<b>38</b>	<b>101</b>

## 26. On going program(s)/project (s):-

- (a) Micro Credit Program
- (b) Socio-Economic & Environmental Development (SEED) Program
- (c) Income Generating Activity (IGA) Program
- (d) Handicapped Development Program
- (e) Skills Development Program

## 27. Present working area operation :

District	Upazila/Thana	Union/ward	Village	Total
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Dhaka	Nawabgonj	14	120	134
	Dohar	05	60	65
<b>Total</b>		<b>19</b>	<b>180</b>	<b>199</b>

## 28. Present Sources of fund:

Sl. No.	Name of Projects	Name of Donors
1.	Micro-Credit Program	Savings & Own Fund
2.	Water & Sanitation	Own Fund
3.	Forestry & Nursery	Own Fund
4.	Fisheries	Own Fund
5.	Health and family planning	Ministry of Health & Family Planning & Own Fund
6.	Disable Development	Social Welfare and Own Fund
7.	Awareness & Skill Development Training	Own Fund & Govt. Department of Women Affairs
8.	Education Program	Own Fund
9.	Skill Development Training	Ministry & Public Administration, Department of Youth Development and Women Affairs & Own Fund
10.	Disaster Management and Relief	Federation of NGOs in Bangladesh & Own Fund
11.	Housing Fund (Fund Management Unit)	Bangladesh Bank
12.	Employment generation among youth through technical skill enhancement	Ministry of ICT

## 29. Name of Members of the Executive Committee :

Name	Position	Education & Qualification	Address	Occupation
Helal Uddin Ahmed	Chairman	B.Com (Hon's) M.Com	Singhora, Sholla, Nawabgonj, Dhaka	Principle
Beauty Akter	Vice Chairman	M.A	Quatia, Sholla, Nawabgonj, Dhaka	Social Worker
Kona Akter	Secretary General	S.S.C	Jhanjhania, Sholla, Nawabgonj, Dhaka	Social Worker
Jaharlal Sarker	Organizing Secretary	H.S.C	Sholla, Nawabgonj, Dhaka	Social Worker
Dilip Chandra Mondal	Treasurer	B. Com	Sholla, Nawabgonj,	Social

			Dhaka	Worker
Sumaiya Akter Isma	Executive Member	LL.B (Hon's)	Dhaka Jaj Kuart	Apprentice Lawyer
Abdul Salam	Executive Member	Class -8 passed	Sholla, Nawabgonj, Dhaka	Social Worker

### 30. Organization Physical Facilities:

- One full-fledged Central Training Center at Head Office with training hall, resource/material room, trainers room, lodging facilities for 30 trainees, cooking facilities & dinning facilities.

#### (i) Building Room (Rented)

#### (ii) Equipment

- (a) TV = 01 no.
- (b) White Board = 06 nos.
- (c) Black Board = 04 nos.
- (d) VIPP Board = 06 nos.
- (e) Camera = 01 no.
- (f) Mobile = 10 nos
- (g) Multimedia Projector= 01 no.
- (h) Every centre contains sufficient furniture and fixtures.

#### (iii) Transport

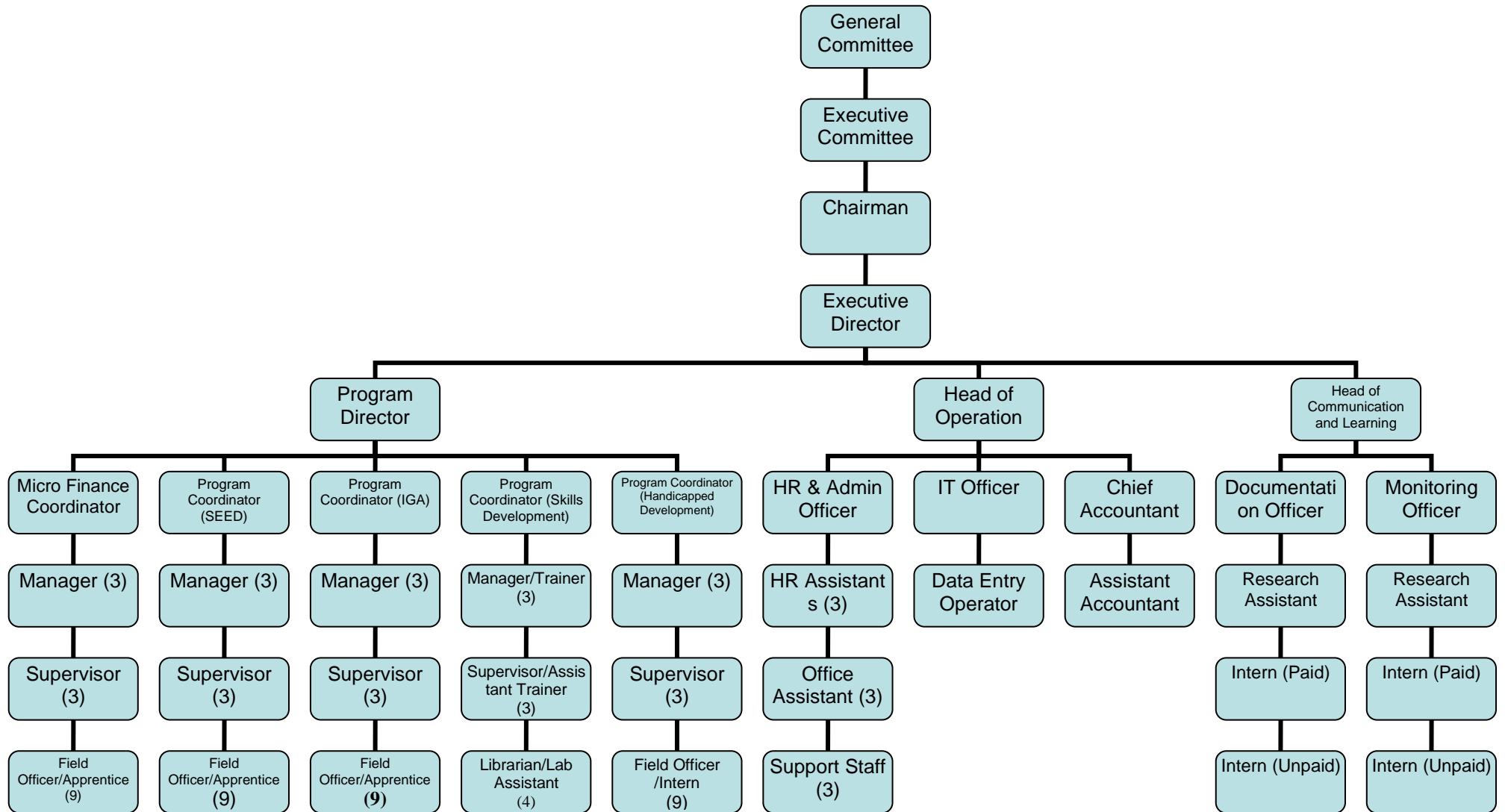
- (a) Motorcycle = 3 nos
- (b) Bicycle = 10 nos

#### (iv) Resources

- (a) Table = 30 nos
- (b) Chair = 90 nos
- (c) Almira = 06 nos
- (d) File Cabinet = 02 nos
- (f) Computer Set = 4 nos
- (g) Fan = 30 nos.
- (h) Sewing Machine = 10 nos.



### 31. Organogram of DPSS



- Total Number of employee- 101
- Volunteers- 30%

### **32. Monitoring and Evaluation:**

DPSS has its own monitoring system for smooth and regular operation of all programs, comprising of data collection, data processing and reporting. Performance based monitoring and Evaluation system for staff management has been developed. A monitoring unit headed by Head of Communication and Learning who is supported by 1 Monitoring Officer and 1 Documentation Officer along with Research Assistant and Interns (Data collectors) all have defined roles in the monitoring system based on their specified job description. The field offices send their information to head office in prescribed formats; which are compiled and analyzed by the head office staff for monitoring, reporting and necessary feed back to the field offices.

### **33. Transparency & Accountability:**

DPSS maintains transparency & accountability in all of its activities. Projects and programs are objectively evaluated by evaluators and the reports there on are made available to the purposes. New items, features and progress reports are published regularly in the Mission's quarterly, monthly and occasional publications.

### **34. Financial Management :**

All the fund of organization in its Bank Account which is operated by the joint signature as rule of constitution and find are with drawn as per decisions of the Executive Committee meeting account are maintained as per accounting and audit standard. For the smooth functioning of the project activities all sort of Bank Accounts of DPSS have been maintaining with joint signatory system. The authorized signatory powered personnel of DPSS are the Chairman, Executive Director & the Cashier. All sorts of voucher or advances are to place in the Executive committee meeting and according to the approval of the meeting money is withdrawn from the Bank accounts by the signature of any of the two personnel.

### **35. Accounts & Audit:**

DPSS's accounts are administered and managed, following standard accounting principles, by a full-fledged Finance & Accounts Division headed by Expert Accounts Personnel as the Chief Accounts Officer. The accounts are audited annually by a qualified Chartered Accounting Firm. The Executive Director and the Treasurer of DPSS are jointly responsible for handling the funds of the organization.

### **36. Policies:**

To govern the organization properly Dhaka Palli Seba Sangstha has developed the following policies and guidelines:

- Organizational Management Guidelines
- Service Rule with Human Resource Development Policy
- Financial Policy

- Gender Policy
- Savings and Credit Management Manual
- Monitoring Policy
- Group Insurance Policy
- Loan Insurance policy
- Audit Manual
- Cost Allocation Policy
- Write Off Policy
- Branch Extension Policy
- মানি লন্ডারিং প্রতিরোধ আইন প্রতিপালন নীতিমালা
- শুদ্ধাচার কৌশল প্রণয়ন ও প্রতিপালন নীতিমালা

### 37. Future directions:

- Primary Health Care Program
- Day Care Centre for Children of Vulnerable Groups.
- Water & Sanitation Program.
- Skill Development Program
- Freelancing
- Entrepreneurship Development
- Disability Program
- Micro Credit
- Income Generating Activities

### 38. Bank Account:

A/C Name: Dhaka Palli Seba Sangstha

AC No: 6155020000033,

Rupali Bank Limited,

Sholla Bazar Branch,

Nawabgonj, Dhaka, Bangladesh.

### Conclusion:

Organization has a constitution approved by the Social Service Department to work all over Dhaka District of Bangladesh.

Name of the proponent:

**Md. Akter Hossain**  
Executive Director  
**DPSS**

Signature with seal:

**End**