

**Meeting Minutes**  
**3<sup>rd</sup> MDF Stakeholder Meeting**  
**16<sup>th</sup> October 2008**  
**Venue: IFC-SEDF**

**Participants:**

<b>Mr. Rajiv Pradhan</b> (Katalyst & Chair MDF)	<b>Mr. A. S. M. Mashi-Ur-Rahman</b> (MIDAS)
<b>Mr. M. Lutful Kabir (IFC-SEDF)</b>	<b>Mr. Abdur Rob (Practical Action)</b>
<b>Mr. Zaki Uz Zaman (IFC-SEDF)</b>	<b>Mr. Maksudur Rahman (Plan International)</b>
<b>Mr. David Ambadar (GTZ PROGRESS)</b>	<b>Mr. Tariq Rizvi (PRICE)</b>
<b>Mr. Roger Cozens (Intercooperation)</b>	<b>Mr. Tahsin Akbar (Coordinator – MDF)</b>

Following issues were discussed and decisions taken in the stakeholder meeting.

<b>SL</b>	<b>Issues</b>	<b>Decision</b>
1	<p><b>Review of last meeting</b></p> <ol style="list-style-type: none"> <li>1) An account of the decisions taken was given in the meeting. New members have joined the TWG's.</li> <li>2) The poultry workshop report has been circulated to the members.</li> <li>3) New members for IDE-Bangladesh (Mr. Bill Collis) and Intercooperation (Mr. Roger Cozens) has joined respective organizations.</li> </ol>	
2	<p><b>Update on past activities</b></p> <p><b>Thematic Working group &amp; Expected year end results</b></p> <p><b>LED 1)</b> This group has prepared a document and it has been circulated to all members. A research is coming up to find the similarities/ elements of LED in the present projects of Bangladesh.</p> <p><b>Working with the govt.</b> 1) A research report prepared by this group has been circulated</p> <ol style="list-style-type: none"> <li>2) This group will arrange an idea sharing event with govt. personnel</li> </ol> <p><b>Working with the Lead firm.</b> 1) The last meeting for the year was held on 16<sup>th</sup> October.</p> <ol style="list-style-type: none"> <li>2) The members of this group has contributed cases.</li> <li>3) For collection of the cases on the topic has been invited from the members of MDF.</li> </ol> <p><b>Other events/ activities</b></p> <ol style="list-style-type: none"> <li>1) General discussion events on 'export market' and 'BMO's and CBO's has been successful.</li> <li>2) The training on Impact assessment was a successful</li> </ol>	<p><b>LED 1)</b> Research will be carried out to find the elements of LED in projects of Bangladesh. The research report will be presented.</p> <p><b>Working with the govt.</b> 1) There will be a meeting/ idea sharing event in the month of November</p> <p><b>Working with lead firms:</b> 1) Chair – MDF will provide a forwarding message for the publication.</p> <ol style="list-style-type: none"> <li>2) Publication will be in e-format and printed publication will be circulated to members.</li> <li>3) The coordinator will confirm the EC decision regarding the layout</li> </ol>

	<p>event.</p> <p>3) Members opinion on these events has been collected.</p> <p>4) The 3<sup>rd</sup> Executive committee Meeting was held on 14<sup>th</sup> August.</p>	of publication.
4	<p><b>Discussion on Business plan 2008</b></p> <p>1) An account of planned activities and progress was given to the members.</p> <p>2) Planned activities for the year 2008 have been met by at least 80%. By the end of this year, remaining events are scheduled to be completed.</p> <p>3) Members have expressed to have program on ‘Dairy/ Livestock’, follow up ‘training on impact assessment’.</p>	
5	<p><b>Upcoming events</b></p> <p>1) An account of upcoming events for the year 2008 was given to the members. This included Access to information by Intercooperation on 5<sup>th</sup> November, Poverty and Market development on 1<sup>st</sup> December,</p> <p>2) Value Chain publication and ‘Poultry publication’ is on schedule for publication by this year.</p>	
6	<p><b>Business plan 2009 and EC election</b></p> <p>1) The discussion was held on next year’s business plan. All members were requested for their inputs for formulation of business plan</p> <p>2) Present EC committee feedback for the future business plan may be sought. The draft could be prepared by the EC members.</p> <p>3) Members commented that a whole day event/ workshop for business plan may not be necessary.</p>	<p>1) The EC election will be held on January 2009.</p> <p>2) A half day session will be held for business plan.</p> <p>3) By 1<sup>st</sup> or 2<sup>nd</sup> week of January 2009 the draft of business plan 2009 will be prepared by EC members. The presentation of the draft will be made in 3<sup>rd</sup> week.</p>
7	<p><b>Administrative</b></p> <p>1) New member of IDE- Bangladesh (Mr. Bill Collis) and Intercooperation (Mr. Roger Cozens) joined.</p> <p>2) The new organizations that joined after last stakeholders meeting were announced.</p> <p>3) Next Stakeholder meeting is scheduled on 4<sup>th</sup> December 2008.</p>	

The Chair thanked everyone present in the meeting and also IFC-SEDF for hosting the Stakeholder meeting in their office.

Copy to: All participants  
All members