

22 years of Disaster Preparedness Network-Nepal



22 years of Disaster Preparedness Network-Nepal





Executive Committee:

Ram Chandra Neupane-Chairperson

Mr. Bishnu Kharel-Vice Person

Ms. Krishna Karkee-General Secretary

Mr. Ram Prasad Bhattarai-Treasurer

Mr. Man Bahadur BK-Member

Mr. Nirajan Pokhrel-Member

Mr. Harsha Man Maharjan-Member

Mr. Gopal Dahal-Member

Mr. Sher Bahadur Karki-Member

Dr. Hari Darshan Shrestha

Mr. Krishna Raj Kaphle-Member

Executive Editor: Luna Khadka

Technical Editor: Dr. Krishna Poudel

Published by: Disaster Preparedness Network Nepal

Copyright @ 2018, DPNet-Nepal

Reproduction:

This publication may be reproduced in whole or in part and in any form for educational or non-profit purpose without written permission from the copyright holder, provided acknowledgement of the source is made. DPNet-Nepal would appreciate receiving a copy of any publication that uses this publication as a source.

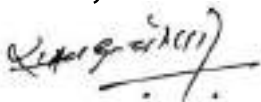
Foreword

DPNet-Nepal is working in the field of disaster risk reduction and management since its establishment in 1996. It recognizes the effective disaster risk reduction and management is influenced by the coordination between the humanitarian agencies and offers a common forum for mutual exchange of ideas, sharing of experiences, resources and information on the preparedness, risk reduction and the management of disasters.

DPNet-Nepal is pleased to bring out the first edition of DPNet-Profile, as a small step for the documentation of loose network to a legal entity. This document attempts to reflect and revive the history of DPNet-Nepal and its contribution in the field of DRR through coordination networking, knowledge management, capacity building and policy advocacy. This document should not be viewed as a complete profile of the organization but as a summary of the achievements since 1996. It is expected that this document will help in dissemination of the exemplary works of the organizations,

I take this opportunity to extend sincere gratitude to partners, members, government agencies, donor agencies, executive committee members, staff, experts and professionals who have been involved in DPNet-Nepal in different phases of time. Without their support, DPNet-Nepal wouldn't have been established as a national network with its involvement in regional and global networks. This document is the product of our collective efforts and contribution in raising DPNet-Nepal as a national platform of organizations and professional working in the field of DRR&M.

Thank you.



Ram Chandra Neupane
Chairperson

Disaster Preparedness Network-Nepal

Background

Nepal is prone to various disasters due to its topographical and climatic characteristics. Each year hundreds to thousand lives are lost due to various disasters such as, landslide, landslide lake outburst flood (LLOF), floods, glacial lakes outburst flood (GLOF), epidemics, fire, earthquake etc. Based on facts and statistics, Nepal is placed in 20th place in the global hazard map while the country is ranked 30th in terms of water-induced hazards such as landslides, LLOF, floods and GLOF. Thousands of people, mostly in the Terai are affected by floods every year. Similarly, landslides are the main disaster occurring very frequently in hilly regions. The country is affected by climate



Photo: Save the Children

change and ranks as the 4th most climate vulnerable country in the world due to its



Photo: ECO-Nepal

exposure to natural hazards and varying weather patterns. The whole country is vulnerable to earthquake as it lies in high MMI IX and XI vulnerability scale, with especially the middle belt of the country situating on high earthquake intensity zone. According to the Disaster Vulnerability and Risk Assessment Study Report (UNDP/BCP 2004), Nepal ranks 11th globally most vulnerable countries to earthquake. Epidemic, forest fire and fire break out in dry season has been increasing in recent years. The widespread poverty prevailing in the country and lack of awareness among the people contribute to occurrence of disasters.

The Government of Nepal, Ministry of Home Affairs (MoHA) as well as many governmental, nongovernmental organizations, international agencies, and UN agencies are actively engaged in the field



Photo: DPNet-Nepal

of Disaster Risk Reduction and Management (DRR&M) in Nepal, though it still remains as a challenge. It is realized that the coordination mechanism among organizations involved in DRR&M needs to be further strengthened and collaborative efforts are required to be made for effective disaster preparedness and management in the country.



Photo: ECO-Nepal

Introduction

Disaster Preparedness Network Nepal (DPNet Nepal) is a national Network of organizations and individuals working in the field of Disaster Risk Management (DRM) in Nepal. In 1996, DPNet-Nepal was established as a non government, service oriented and nonprofit making loose network to strengthen the mechanism of coordination and sharing information among organizations and professionals involved in disaster risk management and humanitarian support in Nepal. It was officially recognized after being registered with the District Administration Office (DAO), Kathmandu under the NGO registration Act on 8th June 2007. Starting with 17 agencies/organizations in 1996, currently it has 91 member organizations and 14 individuals and life members.



Photo: DPNet-Nepal

DPNet Nepal is a common platform of various agencies that includes national and local level NGOs, INGOs, Red Cross Movement, academia, UN agencies, donors, private sector, media, students, researchers and civil society organizations. It works closely with Government of Nepal as a facilitator to carry out DRR&M activities in the country. The network has been envisaged to promote the coordination and exchange experiences and learning's amongst members and various stakeholders in paying combined efforts to address disaster risks in Nepal; and also to facilitate the process of coordination, capacity building, knowledge management, and networking and exchange the learning of replicable innovation on disaster risk reduction and management around the country and abroad.



Photo: DPNet-Nepal



Photo: DPNet-Nepal



Photo: DPNet-Nepal

Vision

DPNet-Nepal is a service oriented forerunner platform to represent the disaster stakeholders of the country.

Mission

DPNet-Nepal offers a common forum for mutual exchange of ideas, sharing of experiences, resources and information on the preparedness, risk reduction and the management of disaster.

DPNet-Nepal promotes and advocates with institutions and individual practitioners the need and importance of linking disaster to development for a sustainable development initiatives and also reducing the negative impact of disaster on the development activities.



Photo: DPNet-Nepal



Photo: DPNet-Nepal



Photo: DPNet-Nepal



Photo: DPNet-Nepal



Photo: DPNet-Nepal

Thematic areas

Coordination and Networking

DPNet-Nepal established as a loose network, acts a bridge between government agencies and CSO's, I/NGO's to collaborate and coordinate for effective disaster risk reduction and management in the country. Coordination and networking being one of the major thematic area of the organization, it coordinates, establishes and enhances its networking with government agencies, global networks and 91 member organization, comprising of I/NGOs, academia and UN agencies. Mainly it coordinates to organize, policy dialogue, lesson learned workshops, capacity building programs and meetings to promote and advocate pertinent contextual issues and share the experiences of disaster risk reduction and management DRR&M in national levels.



Photo: DPNet-Nepal

Knowledge Management

DPNet-Nepal has been hosting its slogan of 'Fostering Knowledge on Disaster Management'. Since its establishment, DPNet-Nepal, has served as a platform and warehouse

of knowledge sharing and management on disaster risk reduction and preparedness. It actively collects, documents, and shares practices, and learning of institutions on disaster preparedness and response at wider national and even international level. Policy dialogues, interaction and learning sharing workshops, publishing and translating DRR relevant guidelines and documents, international day celebration and IEC material publication are some adoptive means of DPNet-Nepal for knowledge management.



Photo: DPNet-Nepal

Capacity Building

Organizing training programs for enhancing and capacitating skills and knowledge of trainers and practitioners as and when needed, especially when such trainings are not already being offered or cannot be easily offered by other organizations is a priority area of DPNet-Nepal. DPNet-Nepal includes training of trainers and training program in its annual program and organizes accordingly.

Considering the need and context, basically, the capacity building programs of the organization are offered to member organizations and individuals working in the field of disaster risk reduction and management. DpNet-Nepal coordinates with AINTGDM and member organizations for the financial and technical support to deliver the intended program.

Policy and Advocacy

Advocating for disaster and climate risk management related issues and concerns, and also policy advocacy on contextual issues are major operating themes of DpNet-Nepal. It initiates rigorous brainstorming through discussions and orientations on policy, plans and legislations apart from the usual technical support for policy formation, revision and promulgation. Media partnership, initiating campaigns, workshops and orientations, and use of national platforms are some means of policy and advocacy adopted by DpNet-Nepal. DpNet-Nepal usually organizes interaction for advocacy program with wide range of stakeholders including, CSO's, I/NGO's, Donors, UN agencies and members of parliament.



Photo: DpNet-Nepal



Photo: DpNet-Nepal

Major Achievements of DPNet-Nepal (from 2015 to 2018)

- Implementation of project entitled “Promoting Inclusive Community Based Disaster Preparedness in the Recovery and Reconstruction of Earthquake Affected Areas of Nepal”
- Coordination and networking with government ministries/departments, AINTGDM and stakeholders for the formulation of Disaster Risk Reduction and National Strategic Action Plan



Photo: DPNet-Nepal



Photo: DPNet-Nepal

- Sub-national and district level consultation workshops for DRRP and NSAP 2016-2030
- Interaction with parliamentary committee’s for the need of Disaster Management Act
- Dissemination of Disaster Risk Reduction and Management Act 2074, through media
- Translation and publication of Sendai Framework for DRR in Nepali

- Publication of IEC material-DRR tool kit
- Publication of National Disaster Report 2015 in collaboration with MoHA
- Celebration of International Day for Disaster Reduction-2018 and Earthquake Safety Day
- Training on Core Humanitarian Standard
- Regional networking- “South Asia Together for Humanitarian Imperative” and coordination for “Asian Ministerial Conference on DRR-2016”



Photo: DPNet-Nepal

- Workshop on mainstreaming DRR and CCA in development
- Meeting and workshop on National Platform for DRR
- Submission of working paper on behalf of civil society organization on World Humanitarian Summit
- Policy advocacy and discussion with various stakeholders on DM bill
- Developed code of conduct of executive committee members



Photo: DPNet-Nepal



Photo: DPNet-Nepal

Evolution of DpNet-Nepal

Knowledge Management

- Learning and sharing /policy dialogue
- Published the Nepal Disaster Report- 2009, 2011, 2013 in collaboration with MoHA and contributing agencies
- Collected, published and shared the 'Good Practices'
- Updated and published organizational profile of members.
- Published IEC materials
- Translated and disseminated of SPHERE Handbook



- Coordinated and led for the celebration of National and International days
 - International Day for Disaster Reduction,
 - National Earthquake Safety Day,
 - World Environment Day.
 - World Humanitarian Day
- Facilitated different National and Regional Workshops (E.g. SATHI, AMCDRR)

Capacity Building

- Organized DRM training program for government officials on disaster risk management
- Organized SPHERE ToT/trainings to representatives of government and humanitarian agencies.
- Worked for the development, maintenance and publication of roster of national and international DRR and CCA experts.
- Established the National Resource Centre (in terms of DRR related national data)
- Participated in several South Asian level workshops and trainings on DRR
- Organized regional level training on Incident Command System with SAARC-DMC and MoHA



Photo: DpNet-Nepal

Coordination and Networking

- Served as a Secretariat of National Platform for DRR
 - Organized meetings amongst stakeholder group and national working group of NPDRR
 - Worked for the bridging between Government of Nepal and civic society/humanitarian agencies
 - Supported to CBDMC networking as a NCDMC
 - Built partnership with local, national, regional and global networks on humanitarian support and DRR for quality and accountability
 - Established regional networking-“South Asia Together for Humanitarian Imperative”
- Supported GoN to develop Disaster Preparedness and Response plan with Cluster Approach
 - Organized dialogue meetings with advocating Sendai Framework of Action and other key issues around DRR/CCA
 - Established media partnership

1996 to 2000 AD as a loose network

Disaster Preparedness Network (DPNet) initiated in 1996 with the main objectives of coordination, collaboration, learning and sharing of the experiences and to avoid duplication in emergency response in the country. The initiatives of these institutions and individuals need to be accelerated and wide spread to reduce the loss of lives and property due to disaster. It was initiated as an informal association of individuals and organizations involved in the humanitarian and development sector in Nepal, which are concerned with disaster preparedness and management from a development perspective. The Network aimed to assist individuals and organizations to prepare for, and response to the disaster should it strike. It was initiated in 1998. According to the informal documents, this network was initiated by some likeminded agencies listed below.



Photo: DPNet-Nepal

Policy Advocacy

- Continuously discussed, orient and followed advocacy for Comprehensive Disaster Legislative Framework with parliamentary committee
 - Provided technical support to develop National DRR Policy and Strategic Action Plan 2017-2030
1. Lutheran World Federation
 2. United Mission to Nepal
 3. Action Aid Nepal
 4. Oxfam GB
 5. National Society for Earthquake Technology-Nepal
 6. World Health Organization
 7. School and Community Health Project (SCHP/JMA/JICA)

8. Save the Children Norway, Nepal Program
9. CARE Nepal
10. Nepal Red Cross Society
11. United Nation Development Program
12. Community Development Program, Sindhuli
13. Department of Water Induced Disaster Prevention
14. Kathmandu Metropolitan Corporation (Disaster Management Section Social Welfare Department)
15. Nepal Army
16. Nepal Police Disaster Control Section, Police HQ, Operation Department.
17. Department of Soil Conservation and Watershed Management

The first Ad-hoc Committee of the Network formed on 4th July 2000

SN	Organization	Name	Position
1	Lutheran World Federation	Ms. Bimala Rijal	Convener
2	Nepal Red Cross Society	Mr. Bishnu Hari Devkota	Secretary
3	United Mission to Nepal	Mr. Murari Binod Pokharel	Member
4	NSET	Mr. Mahesh Nakarmi	Member
5	Nepal Red Cross Society	Mr. Tirtha Raj Onta	Member
6	CARE Nepal	Mr. Santosh Sharma	Member
7	Disaster Prevention Training Center (DPTC)	Mr. Prakash Man Shrestha	Member

Major Activities

1. Envisioned to prepare the Community Based Disaster Preparedness training manual to generate fund for the sustainability of DPNet. DPNet formed a 3 members committee for preparation of the manual namely, Ms. Yuka Makino, JAICA; Mr. Amod Poudel, SCHP/JMS/JAICA and Ms. Bimala Rijal, LWF.
2. Four members committee (Members: Mr. Mahesh Nakarmi, Mr. Murari Binod Pokharel, Mr. Udaya Regmi and Mr. Santosh Sharma) formed to register the loose network for the institutionalization.
3. DPNet Chartered developed
4. Organized learning and sharing workshops

2001 to 2006 AD

1. The meeting on 26th November 2001 decided to discard the previous decision on the registration of the network and decided to move ahead as a loose network. 34 representatives from different agencies were presenting in that meeting.
2. DPNet requested all members and partners to develop their own Disaster Preparedness Plan and they committed to share their own plan in the forum.
3. Members agreed to nominate the chairperson of the meeting in alphabetical order from 26th November 2001.
4. Sagarmatha FM joined as a member in 2002, and involved as a first media member of DPNet.
5. Based on the decision of the previous meeting, Mr. Tirtha Raj Onta was nominated as the first chairperson of the meeting.

6. Decision was made to organize a DPNet workshop and a committee including 5 members: Mr. Erik Kjaergrard, Mr. Man Bahadur Thapa, Mr. TR onta, Dr. Bishal Nath Uprety and representative of Kathmandu Municipality was formed.
7. Two days' workshop on Disaster Preparedness Network was organized on 12-13th July 2002 at Nagarkot and declaration was issued as below:

Having realized that;

- Nepal faces disasters of diverse kinds every year resulting into a significant loss of life and property
- There are various Governmental, Non Governmental, National and International institutions working to cope natural disasters
- Such institutions have assembled under the umbrella of DP-Net Partners

A declaration hereafter called Nagarkot Declaration has been made unanimously by all the partners covering three very important aspects, firstly the need of a suitable plan, secondly the formation of a viable institution and thirdly the capacity building of such an Institution as follows.

- A The existing National Disaster Management Action Plan should be updated in order to fit to the contemporary needs of the country in a holistic manner along the lines of Total Disaster Risk Management Concept with emphasis on the mobilization of the community as well as the use of local resources and indigenous knowledge
- B An authoritative National Disaster Management Council should be established by the Government with network spread throughout the country

with units in the national, regional as well as local level which will among others integrate the disaster management activities with developmental plans and programs.

- C The Council thus formed should be strengthened so that it will be able to raise awareness among the people in general and vulnerable ones in particular through informal mass scale disaster management training programs as well as formal education in the Schools and the Universities highlighting on the need of carrying out risk assessment, early warning and vulnerable mapping based on Disaster Management Information System before any disaster management task is undertaken. The Council should provide guidance towards improving policy, legal and educational environment for the overall reduction of disasters in the country.

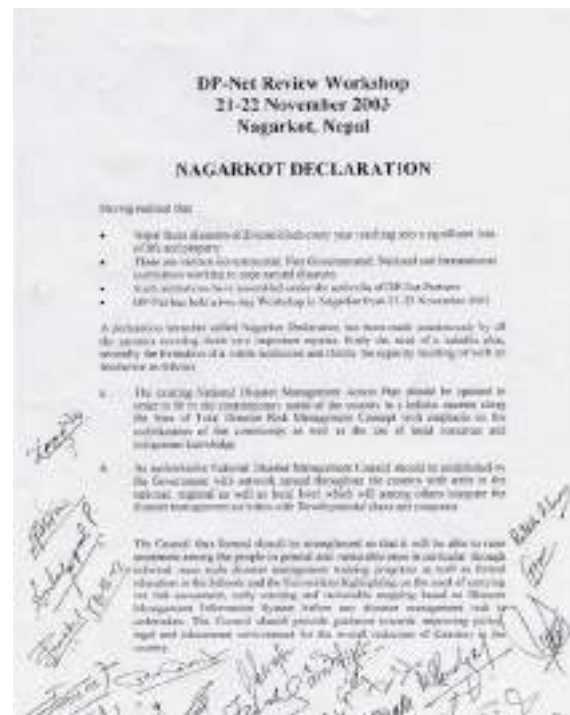




Photo: DPNet-Nepal

8. Additional organizations/agencies had been involved as a member and partner of the network such as ICIMOD, ECO-Nepal, NCDM, NDMF, NDRC and government agencies.
9. Amendment of the DPNet Charter
10. Prepared the situation report on disaster management through partners survey and review.
11. Regular Observation of National Earthquake Safety day
12. Advocacy and recommendation made to NPC for inbuilt the Disaster Management in 10th National Plan through the small task force
13. Formed a formal Executive Committee in the chairpersonship of Mr. Badri Khanal, ED of NRCS
14. Regular sharing all organizational events, workshops, training to each other so that able to avoid duplication.
15. Envisioned to develop the annual report, organize a regional workshop on disaster preparedness and management
16. Participated in international events, sharing the experiences and learning within the members and partners
17. Bank Account opened through Nepal Red Cross Society and adapt the financial and HR policy for the operation of secretariat.
18. Initiated to organize serious discussion on monsoon and preparation for humanitarian support in the emergency.
19. Envisioned to develop the Nepal Disaster Report, institutionalized, form sectoral group to strengthen the network.



Photo: DPNet-Nepal

As a legal entity 2007 AD

1. Implementation of DpNet-Nepal Strengthen Project supported by DIPECHO and UNDP
2. Organized 5 days SPHERE ToT with the technical support of SPHERE India
3. Made a formal request to Ministry of Education for including Disaster Management materials in School curriculum
4. Called special General Meeting for registration of DpNet-Nepal
5. DpNet-Nepal was registered at District Administration Office as a network on 8th June 2007. To remember this day as an achievement the Executive Committee decided to celebrate DpNet-Nepal Day, each year on 8th June
6. Organized 5 days training from 20th to 24th June 2007 on 'Disaster Management'. Academic expert, Prof. Kurt Peterson of Lund University Sweden and Search and Rescue expertise from Turkish Republic of Northern Cyprus facilitated the training.
7. Organized 2 days Mass Casualty Management Training
8. Decision made for regular Souvenir publication (Preparedness in Practice)



Photo: DpNet-Nepal

9. Translated and published the SPHERE hand book and SPHERE Practitioner Handbook in Nepali.
10. Organized regular monthly workshop/dialogue on lesson Learned with policy and practice on DRR and humanitarian support
11. Human Resource and Administrative; and finance policy of the network were developed
12. Organized event on UN/ISDR Day jointly with Nepal Geological Society with support of members and partner organizations.
13. Participated at SAARC Regional Workshop on Community Based Disaster Risk Reduction and Preparedness
14. Established Disaster Management Award fund in the support of ECO-Nepal worth, NPR. 35,000.00

2008 AD

1. Nomination of DpNet-Nepal in the Steering Committee of Gender Disaster Network.
2. Nomination of DpNet-Nepal in the Steering Committee of Nepal Risk Reduction Consortium by Ministry of Home Affairs.
3. Decided the formation of 6 subcommittees under the Executive Committee: (a) Partnership Development; (b) Planning and Monitoring; (c) Resource Mobilization Committee; (d) Gender Sensitization Committee; (e) Publication and Media Relation Committee; and (f) Project Management Committee
4. From 2065 B.S., initiated annual calendar publication with the information of



Photo: DPNepal

- seasonal hazards, preparedness and response tips in each month.
5. Organized pre-monsoon workshop at national level and adapted the framework for district level contingency plan for emergency. This high level workshop recommended adopting the 11 cluster for effective disaster preparedness and response in the country. Workshop recommended organizing the district level workshop too.

6. Organized HFA orientation at various levels.
7. Organized 3 days Disaster Management training for member organizations and partners representatives.
8. Formed an observation team to monitor and observe the real situation of the Koshi embankment breach and impact of the flood
9. Organized district level event on preparedness and life protection from cold wave at Kailali, Banke, Nawalparasi, Sarlahi and Saptari districts
10. Developed guidelines for District Coordination Committee. DPNepal envisaged promoting the networking in the disaster prone districts of the Terai and mid-hill of the country.
11. Implementation of the DIPECHO project made with the partnership of UNDP named DPNepal Strengthen Phase 2



Photo: DPNepal

2009 AD

1. Continued DIPECHO Project partnership with UNDP named DpNet Strengthen Phase 2
2. Formed District Coordination Committees at Kailali, Nawalparasi, Sarlahi, Saptari and Sindhuli.
3. Published 'Nepal Disaster Report 2009', which was a first authentic report of Nepal on disaster information. The editorial committee decided to publish 'Nepal Disaster Report' in every 2 year in the leadership of Ministry of Home Affair.
4. Continued to organize monthly dialogue/sharing on different issues
5. Organized numbers of events as an advocacy for legislative framework on disaster management at national to local level. DpNet-Nepal and its member organizations organized many more events in the support of various



Photo: DpNet-Nepal

agencies working on humanitarian and DRR area for the Members of Constituent Assembly towards the importance of comprehensive DRR and management Act and legislative framework. About 400 CA Members were oriented on importance of the new Disaster Management Act for resilient community based on the NSDRM, 2009.

6. People's Caravan on DRR: DpNet Nepal



Photo: ECO-Nepal

facilitated to organize People's Caravan, on DRR in Nepal on the participation of community people's on the occasion of UNISDR Day at 13th August 2009. The chief of UNISDR Ms. Margata Walstrom and Hon. Deputy Prime minister of Nepal Mr. Bijaya Kumar Gachhadar addressed the caravan in Kathmandu. Similarly, the representatives of DpNet-Nepal and community people met Nepal's first President RT. Hon. Dr. Ram Baran Yadav at President Office and interact on the current issues and way forward. After this meeting he commended to the Government of Nepal to establish a mechanism for the conservation of the Chure forest and land.

7. At the same time, some representative of community peoples met Ms. Margareta Walstrom to brief about the situation of the disaster and initiation of DRR in Nepal.
8. Initiation made for the coordination with agencies and government to endorse the Disaster Management Act and National Strategy for Disaster Risk Reduction (NSDRM) and delegation with Minister of Home Affairs and Minister of Law and Justice for the same.
9. Held meetings with partners and members for the sustainability of DpNet-Nepal
10. Held regular Annual General Meeting



Photo: DpNet-Nepal

2010 AD

1. Networking meetings with various agencies, approach to link DRR and CCA for resilient development
2. Nomination as a member at Nepal Risk Reduction Consortium (NRRC) committee
3. Preparation of Nepal Disaster Report 2011
4. Organized learning and sharing workshop on various issues such as Flood management, fire resistance infrastructure, cold wave, climate change, mainstream DRR into development planning
5. workshop on best practice on DRR and CCA and published the best practice on DRR,
6. Technical support to develop the strategy of National Platform of DRR.
7. Organized events on DRR for Constituencies Assembly Members focused on need of the comprehensive Disaster management Act through various member and partner organizations and media
8. Organized pre monsoon workshop at early March of 2010 and prepare guidance note for the District Disaster Relief Committees and civil society



Photo: DpNet-Nepal



Photo: DPNet-Nepal

2011 AD

1. Networking with NGOs, INGOs, Civil Society and working closely with Government of Nepal
2. Organized 5 key national level workshop on Flagship Program and district level workshops, meetings which were launched by the Government of Nepal through Nepal Risk Reduction Consortium (NRRC).

9. Organized one day workshop on mainstream DRR and CCA into development planning
10. Developed the guideline for District Disaster Preparedness and Response Plan instead of Disaster Contingency Plan.
11. Technical Support to 11 districts for development of the District Disaster Preparedness and Response plans and review of the District Disaster Contingency Plans.
12. Conducted dialogue on DRR Policy and Practices for the create pressure new Disaster Management Act on regular basis.
13. Organized 5 days training seminar on Pandemic Disaster Preparedness Training
14. Celebrated IDDR Day

Flagship Programs

1. School and hospital safety
 2. Emergency preparedness and response capacity
 3. Flood management in the Koshi River basin
 4. Integrated community-based risk reduction
 5. Policy/institutional support for disaster risk management
3. Regular dialogue and sharing meeting on various themes of DRR and CCA, policy advocacy and technical support
 4. Observed of National Earthquake Safety day
 5. Implemented Comprehensive Disaster Risk Management program in the partnership with UNDP and other member and partner agencies



Photo: DPNet-Nepal



Photo: DPNet-Nepal



Photo: DPNet-Nepal

6. Initiated disaster award to individual and institutions based on contribution on DRR in Nepal. The first Award was awarded to Mr. Robert Piper, Residential Coordinator, UNDP and Mr. Dipendra Purush Dhakal for their comprehensive support to DRR in Nepal.
7. Translated and published Sphere Handbook 2011 in Nepali language
8. Participated in South Asia Regional workshop on Humanitarian Accountability Partnership organized by Sphere India in New Delhi, India and envisioned on the initiation the Regional Network of national network in the south Asian countries.
9. Organized campaign for the endorsement of Disaster Risk Management Bill from Constituencies Assembly at local and national level in the partnership with development partners and National Network of Community Based Disaster Management Committees (NCDMC)



Photo: DPNet-Nepal

2012 AD

Workshop on Understanding Gender Equality Programming and Gender Based Violence in Humanitarian Actions

On the 7th of September 2012 DPNet-Nepal and the United Nations Office of the Coordination of Humanitarian Affairs (OCHA) jointly organized a workshop on **Understanding Gender Equality Programming and Gender Based Violence in Humanitarian Actions**. The program helped to develop a common understanding on Gender, Gender Equality and Gender Based Violence Programming in Humanitarian settings and Government of Nepal (GoN) initiatives among humanitarian workers (government, UN agencies, I/NGOs, civil societies, media, donors). Specifically, the workshop provided an update on Gender and Gender Equality, Gender Based Violence (GBV) Programming in humanitarian Actions and to provide update on Government of Nepal's (GoN) initiatives on Gender and GBV. The workshop helped to increase the better understanding of the humanitarian actors on Gender and Gender Equality Programming in humanitarian Actions. Through the workshop the Gender Based Violence in humanitarian settings was provided to the humanitarian actors. The initiatives of the Government of Nepal were also successfully delivered to the humanitarian actors in the program.

Workshop on National Strategy for Disaster Risk Management in Nepal (NSDRM) and Hyogo Framework for Action 2005-2015 (HFA)

With the aim of sensitizing relevant district stakeholders at district level, half day workshops on NSDRM and HFA were conducted on 8th November in Rajbiraj, Saptari and 11th November in Parasi, Nawalparasi.



Photo: DpNet-Nepal

The workshops were jointly organized by Disaster Preparedness Network- Nepal and local partner organizations with the support of Oxfam. The program was successful in sensitizing the relevant stakeholders about Hyogo Framework for Action and NSDRM. Furthermore, it also helped in increasing the understanding of mainstreaming Disaster Risk Reduction in Development Planning. It was also learnt that there needs to be better engagement of the representatives from women organizations in the districts.

Municipality Consultation Workshop on Urban Disaster Risk Reduction

Municipality Consultation program was jointly organized by Disaster Preparedness Network- Nepal (DpNet-Nepal) and Kirtipur Municipality with the support of Oxfam (Flagship 4) on 26th September 2012. The representatives from Municipality, local communities and different organization learned about Flagship 4, NRRC, LDRMP and roles and responsibilities of municipality in DRR. The program was successful in

increasing awareness and knowledge on Flagship 4's disaster resilient characteristics and collection of CBDRR projects for project mapping purposes.

2013 AD

Flagship Program Workshops

DpNet-Nepal on behalf of the Nepal Risk Reduction Consortium (NRRC) organized six national workshops on each Flagship Area including 2 separate Flagship 1 workshops for school Safety and Hospital Safety Program. The workshops were organized in coordination and support of Flagship leads and the responsible Government line ministries. This included the Asian Development Bank (ADB), World Health Organization (WHO), Ministry of Education (MoE) and Ministry of Health and Population (MoHP) for Flagship 1: Schools and Hospital Safety, UNOCHA and the Ministry of Home Affairs (MoHA) for Flagship 2: Emergency Preparedness and Response Capacity, the World Bank and the Ministry of Irrigation (MoI) for Flagship 3: Flood Management in the Koshi River Basin,



Photo: DpNet-Nepal



Photo: DpNet-Nepal

the International Federation of the Red Cross (IFRC) and the Ministry of Federal Affairs and Local Development for Flagship 4: Integrated Community Disaster Risk Reduction, and the United Nations Development Program (UNDP) and MoHA for Flagship 5: Policy/institutional support for Disaster Risk Management. Altogether 361 participants representing 125 different organizations attended six Flagship workshops. The workshop was effective in sharing the progress updates focusing on how all flagship programs supports implementing partners to make the disaster resilient community in Nepal. The series of workshop provided the opportunity for various agencies to lean and share progress updates and future initiatives to be taken to reduce disasters risk through Flagship program.

National Consultation on Joint Standard Initiative (JSI) in Nepal (Sphere, HAP and People in Aid)

With its' aim to strengthen humanitarian System in Nepal and South Asia and to support aid-workers and humanitarian agencies to improve humanitarian action to the people they assist, a half day National Consultation Workshop on Joint Standard Initiative (JSI) was organized by DpNet-Nepal in collaboration with the Government

of Nepal, UN agencies, AIN-TGDM, INGOs, Nepal Red Cross Society and Humanitarian Organizations in Nepal. The key note speaker of the program shared the view regarding the importance of JSI. They shared that the Joint Standard Initiative is very good initiative and will be more effective to address the needs of the disaster affected people and community properly through coherence in standards. Furthermore, the speakers also shared that all standard are complimentary to each other. The program also contributed in making recommendations towards the Joint Standard Initiatives globally to develop a new quality and accountability standards architecture, in order. JSI will contribute to ensure the quality service delivery in an effective way.

2014 AD

Training of Trainers on Quality, Accountability and Core Humanitarian Standards

DPNet-Nepal organized training of trainers on quality, accountability and core humanitarian standards. The ToT was coordinated by DpNet with the technical support and facilitation of SPHERE India, whereas, the financial support was provided by Dan Church Aid South Asia/ Lutheran World Federation (LWF), Nepal Red Cross Society/UNICEF, Care Nepal and World

Vision International, UNICEF/ NRCS, Water Aid, Plan, Save the Children, CDES, HAI, HI, Oxfam, ICCO Cooperation. Training on SPHERE and other relevant humanitarian standards were important to bring Nepalese humanitarian actors together to enhance their understanding, skills and knowledge for the quality services to the disaster affected people. Twenty-five participants representing organization working in the field of DRR participated in the ToT program. The training was fruitful in enhancing the capacity of DPNet members and humanitarian practitioners on quality and accountability standards.

Comprehensive Disaster Risk Management Training Programme

A training program on Comprehensive Disaster Risk Management was conducted by Disaster Preparedness Network Nepal in collaboration with GIZ-Risk Management Office from 24- 26 March 2014 at GIZ office, Sanepa, Lalitpur. The training was focused on conceptual clarity on earthquake, fire hazard, floods, landslides, lightening, cold wave, epidemic and avalanches in a systematic manner and practical skills (basic drills) to respond each situation. In overall the training helped to increase deeper and

systematic understanding on DRR&M with enhanced level of confidence on dealing with DRR related management skills and basic operational skills.

SAARC Regional Training Program on Role of Incident Command System in Disaster Response

On 16 February 2014, MoHA, Government of Nepal and SAARC Disaster Management Centre, New Delhi organized a Regional Training Program on Role of Incident Command System in Disaster Response in Kathmandu Nepal. The program was coordinated by DPNet-Nepal with the support of US Forest Service and US Agency for International Development/OFDA. The training was attended by senior disaster management government officials and delegates from Afghanistan, Bangladesh, Bhutan, India, Nepal and Sri-Lanka. The training helped participants to know about the incident command system and the ways of its effective implementation. Furthermore, the training was successful in sharing the importance of ICS in Emergency Response Management and Planning during disaster, principles, concepts, and practices of Incident Command System and its role in disaster response.



Photo: DPNet-Nepal



Photo: DPNet-Nepal

2016 AD

Training on SPHERE and Core Humanitarian Standards

DPNet has continuously been involved in capacity building of Government and Non Government Agencies working in the field of disaster. In the similar effort, DPNet conducted training on SPHERE and Core Humanitarian Standard (CHS) with major objective to increase knowledge, skill and understanding on internationally applied standards such as the CHS, SPHERE Handbook, Humanitarian Charter and Minimum



Photo: DPNet-Nepal

Standards in Humanitarian Response. The training has enabled the humanitarian responders coming from different districts to fundamental humanitarian and human rights principles, improved their quality and effectiveness of assistance, and brought greater accountability to communities and people affected by disaster.

South Asia Together for Humanitarian Imperative and Sendai Spring

A two-day regional workshop on “**South Asia Together for Humanitarian Imperative**

(SATHI) and Sendai Spring” was held in Kathmandu on February 23-24, 2016 declaring the charter for collaboration between country-level networks in South Asia. The charter was signed by six different network organization working in South Asian region namely Agency Coordinating Body for Afghan Relief and Development (ACBAR) from Afghanistan, SPHERE Bangladesh, SPHERE India, Disaster Preparedness Network (DPNet-Nepal), Pakistan Humanitarian Forum from Pakistan and Consortium of Humanitarian Agencies (CHA) from Sri Lanka. The workshop was hosted by Disaster Preparedness Network (DPNet-Nepal) with joint initiatives



Photo: DPNet-Nepal

of SPHERE India with an objective to establish an effective collaboration among relevant stakeholders from South Asian countries in achieving positive result in the humanitarian actions. The two day regional workshop was inaugurated by the Secretary of the Ministry of Home Affairs Mr. Narayan Gopal Malego. A total of 74 participants from South Asian region, including representatives of UN Agencies, INGOs, NGOs and independent experts attended the workshop.

AMCDRR 2016

DPNet-Nepal with the support of Association of International NGOs Task Group on Disaster



Photo: DPNet-Nepal

2015 in response, relief and reconstruction. The history of evolution of DRR in Nepal was also presented and was much curious for the participants from all over the Region. There was a worthy participation from Nepal with delegation headed by Deputy Prime Minister and Minister for Home Affairs. Also, his presence was prominent in Ministerial Session including an opportunity to chair and address one session out of three. There was a key preconference event and parliamentary session with influential participations.

Management (AINTGDM) collaborated with MoHA to provide technical support in preparation and coordination for the AMCDRR 2016. With this coordination and support, Government of Nepal prepared the National Position Paper for the AMCDRR which was remarkably notable in the event. Exhibition stalls of Nepal, one from the GoN and another from the DPNet-Nepal/AINTGDM depicted works of Nepal after the devastating earthquake of

National Platform for DRR Meeting



The NPDRR meeting was organized by the Ministry of Home Affairs and facilitated by DPNet-Nepal with the technical support of UNDP on 4th February 2016. Hon. Home Minister Mr. Shakti Bahadur Basnet was present in the program as a chief guest, whereas, the program was chaired by Secretary of Home Ministry, Mr. Narayan Gopal Malego.



Photo: DPNet-Nepal

2017 AD

Coordination and logistics management for Disaster Risk Reduction Policy and National Strategic Action Plan

DPNet-Nepal coordinated with government ministries/departments, AINTGDM and stakeholders for the formulation of Disaster Risk Reduction and National Strategic Action Plan. With the financial support of AINTGDM, DPNet-Nepal collected a basket fund to support the policy formulation process and coordinated with stakeholders to organize regional workshops at Pokhara and Nepalgunj



Photo: DPNet-Nepal

and district level consultation workshops at Nawalparasi, Jumla, Gorkha Panchthar, Kailali and Dolakha. Similarly, 12 thematic working groups on six different themes, namely, Productive, Natural Resources and Environment, Infrastructure Development, Cross-cutting, Social, Emergency Preparedness and Response and Steering Committee Meetings were identified. The workshops were fruitful in collecting and collating data and information for the policy and strategic plan formulation process.

Promoting Inclusive Community Based Disaster Preparedness in the Recovery



Photo: DPNet-Nepal

and Reconstruction of Earthquake affected areas of Nepal: This project was implemented with the support of Save the Children International. The major activities of the program were included interaction programs with member of parliaments for the need of new disaster management act, learning sharing workshops on contextual issues of DRR, publication of DRR tool kit as an IEC material, feedback collection from DRR stakeholders on Disaster Management Bill. The feedbacks were submitted to state affairs committee for the amendment of the bill.

Dissemination of Disaster Risk Reduction and Management Act 2074

DPNet-Nepal in collaboration with Dan Church Aid, Friends Service Council Nepal (FSCN) and partnership with Janata Media



Photo: DPNet-Nepal

Network disseminated the DRRM Act through media under the presence of representatives of organizations working on the issues of DRR in Nepal. Sharing of DRR&M Act was helpful in developing a common understanding on implementation in all levels. Furthermore, sharing of the Act through media was helpful in sensitizing the participants, listeners and viewers on the provisions and implementation modality of DRR&M Act 2074. Moreover the program was a good initiative in sharing the existing Act and addressing the concerns of stakeholders.

Marking the IDDR 2017

Ministry of Home Affairs in collaboration with UNDP and DPNet-Nepal marked the IDDR day together with the partners working on DRR issues in Nepal by organizing a **Panel Discussion** on the theme **“Road towards Risk Resilient Nation”**. The program was successful in terms of wider representation of stakeholders working on the field of DRR, their curiosity, concerns and feedbacks about the DRRM Act 2017, DRRP and NSAP 2016-30. The program was good enough in laying a brick for building a road towards risk resilient nation.

2018 AD (January to April 2018)

Coordination and Networking for National Disaster Report 2017 and Disaster Risk Reduction Policy and National Strategic Action Plan 2016-2030.

In order to include the information in National Disaster Report (NDR) 2017, DPNet-Nepal coordinated with I/NGOs for sharing their contribution on disaster risk reduction and

management in 2015 and 2016. The received information was sent to Ministry of Home Affairs, UNDP and editorial team of NDR 2017. Editorial committee meeting of NDR 2017 was also organized on the coordination of DPNet-Nepal. Similarly, DPNet-Nepal also coordinated with MoHA and committee members to organize steering committee meeting of Disaster Risk Reduction Policy and National Strategic Action Plan 2016-2030. The meeting decided to conduct province level consultation cum dissemination of the policy and strategic action plan.

Knowledge Management: Translation of Sendai Framework for DRR and Calendar Publication

With the financial support of Dan Church Aid and in coordination with Ministry of Home Affairs and Environment and Child Concern Organization Nepal, Sendai Framework for DRR was translated in Nepali for dissemination of the message in wider area. Similarly, as a part of IEC materials publication, DPNet-Nepal continued its initiation of publishing calendar for the year 2075, including the message of disaster, its preparedness, prevention and Sendai Framework for DRR.

Internal Documents Accomplishment

S.N	Document	Status
1.	Amendment of membership guideline	Completed
2	Amendment of DPNet-Award guideline	Completed
3	DPNet Strategy 2030	Ongoing
4	Constitution Amendment	Ongoing

First Charter of DPNet-Nepal

September 2002

1. Preamble

Disaster Preparedness Network (DP-Net) Nepal is a disaster-prone country mainly due to its young geology, sloppy terrain and widespread poverty. The assessment made by the government shows that, between 1983 and 1998, more than 18,000 people have lost their lives, falling prey to several forms of disaster. The losses of productive properties such as animals, agricultural land and crops, etc. are overwhelming. Major types of disasters in Nepal include flood, earthquake, drought, landslide, disease epidemic, Glacial Lake Outburst Flood (GLOF), fire and ecological hazard. Other minor ones are avalanche, storm, hailstorm, stampede, transit and industrial accident. Among the major disasters, flood, landslide and disease epidemic is the most recurrent one claiming several lives annually. As seismic faults pass through the country, it renders Nepal vulnerable to earthquake disaster also.

The DP Net is envisioned as a loose association of individual organizations within the development sector in Nepal, which are concerned with disaster management from a development perspective. The Network aims to assist individuals and organization to prepare for, and response to and manage disaster should it strike.

DP-Net activities will work closely with His Majesty's Government of Nepal (HMG/N) through its agencies concerned with disaster preparedness and management with a total disaster risk management concept. DP-Net basically supports or supplement government initiatives in disaster management from a development perspective. DP-Net is concerned with natural disasters such as earthquake, floods, droughts and landslides. It will also cover disasters such as epidemics.

DP-Net aims to assist and work closely with the government but as facilitator to all cycles of disaster management activities in Nepal. Therefore, it is essential that the DP-Net should allow and encourage flexibility while at the same time promoting coordination, communication/communication flow and a conducive environment to work in disaster management effectively.

2. Name of Institution

The name of the institution, in English, shall be 'DISASTER PREPAREDNESS NETWORK' herein referred as 'DP-Net'.

3. DEFINITIONS

"The Network" means "Disaster Preparedness Network".

"A Member" means a Member admitted under this Charter.

"The General Council" means the General Body, which is composed of all voting or non-voting members of the Network.

"The Executive committee" means the Governing Body composed of the elected members of the General Council and in whose hands the management of the affairs of the Network is vested.

"A Working Committee" means a temporary or permanent functional sub-committee composed of a part of the Executive Committee and composed for managing a defined and particular aspect to the affairs of the Network.

"The Network Coordinator" is a paid or unpaid staff with the responsibility for overall day-to-day management of the Network, appointed by the Executive Committee and an ex-officio member of the Executive Committee.

"The Secretariat" means the functional and furnished central and registered office of DP-Net staffed by paid or unpaid staff.

4 . VISION OF DP-NET

DP-Net is envisioned as a mutually beneficial, service oriented, sharing platform, resource and information center and focal point for agencies and individuals involved in disaster management activities.

5. AIM OF DP-NET

To promote and advocate to development institutions and individual practitioners the need and importance of linking disaster to development for a sustainable development initiatives and reduce the negative impact of any disaster prone country like Nepal. and skills of ensuring participation for empowerment of the people who are the subject of development.

6. PURPOSE

The main purpose of DP-Net is to enhance the capacity and improve the performance of its members/ partners to share, design, implement and sustain disaster preparedness activities in Nepal. I addition, DP-Net aims to promote and spread sustainable disaster preparedness and management activities with a view to link disaster to development throughout Nepal.

a) Objectives of DP-Net

DP-Net is a member-based organization, which exists to serve its members. DP-Net shall only do what will complement, not duplicate its member's efforts in sustainable disaster management through linking disaster to development initiatives. Following are the specific objectives of DP-Net:

- i) organize and symposia, conferences, workshops and meetings to promote and advocate principles and share experience of sustainable disaster management.
- ii) prepare and regularly update a resource directory of institutions and individuals, who can be available as resources for people and institutions needing assistance and support in sustainable disaster management and linking disaster to development, and to assist in making appropriate linkages as when possible.
- iii) organize training programs for furthering development of skills and knowledge of trainers and practitioners as and when needed, especially when such trainings are not already being offered or can not be offered by any one member institution or individual and when such trainings and workshops will strengthen and bring synergy among members.
- iv) undertake methodological research, directly or through individual and institutional members, with the view of making advances in understanding and in practice of sustainable disaster management and linking disaster to development.
- v) regularly publish and disseminate news, vies and experience for the Network members.
- vi) provide a common platform for those concerned about linking disaster to development and sustainable disaster management.
- vii) provide advice and necessary support in developing understanding and skills and in linking disaster to development and sustainable disaster management.
- viii) develop linkages with similar institutions and networks in the country and internationally to effectively achieve the aims and objectives of DP-Net.
- ix) establish a specialized excellent multi-media and document resource center covering the whole subject of sustainable disaster management.

7. VALUES

Values are fundamental belief, conviction and core feeling which shall motivate and guide the way DP-Net and its members, operate, behave and relate to others.

Following are the core values of DP-Net.

a) Mutual respect

Mutual respect is the recognition of the innate dignity of all human beings, the value of cultural diversity and the right to exercise choice.

b) Equity

Equity is the principle, which constrains the use of advantage for selfish ends in favour of the present and future good.

c) Empathy with the poor.

DP-Net's important core value is its empathy with the poor in providing the fruits of sustainable development through the disaster management activities in all disaster prone areas of the country.

d) Pluralism

DP-Net shall respect different points of views and support the process of democratization at all levels.

e) Secularism

DP-Net shall be a secular and non-partisan organization, which will not discriminate on the ground of gender, religion, caste and creed and party-politics.

8. MEMBERSHIP

a) Membership Categories and Eligibility

DP-Net will have the following types of membership:

- i) Individual Core Members: individuals working in Nepal, who believe in linking disaster to development and sustainable disaster management, engaged in practicing

the objectives, principles and values of DP-Net as defined in this CHARTER, and who agree to work to achieve the objectives of DP-Net can be members of DP-Net after being admitted as such. In addition, the individuals applying for the membership shall have to be directly involved in the management or facilitation of sustainable disaster management activities. Individuals with previous criminal conviction them are eligible for membership.

These members will have voting rights in the General Council meeting.

The General Council of DP-Net has the authority to admit members according to these rules and regulations and on the basis of proposal of the Executive Committee. Each application for membership must be endorsed by at least 2 existing individual members.

- ii) Institutional Associate Members: Organizations including associations and networks of organizations, which believe in linking disaster to development and sustainable disaster management, are engaged in practicing the objectives, principles and values of DP-Net as defined in this CHARTER, which agree to work for achieving the objectives of DP-Net can be members of DP-Net after being admitted as such, In addition, the organizations applying for membership shall have to be directly involved in the management or facilitation of sustainable disaster management. Organization involved in controversy or convicted by court shall not be eligible for membership.

Institutional Associate Members shall not vote in the general Council.

The general council of DP-Net has the authority to admit members according to these rules and regulations and on the basis of proposal of the executive committee. Each application for membership must be endorsed by at least 2 existing institutional associate members.

- iii) Honorary Members: Individuals of stature and reputation for his / her contribution in sustainable disaster management and linking disaster to development who agree to work to achieve the objectives of DP-Net, upon invitation from the Executive committee. Honorary members will not vote in the general council meeting. Honorary members need not pay any fee for membership subscription. The general council on recommendation of the executive committee has the authority to extend the invitation of honorary membership.

a) Subscription

The members shall contribute a certain amount of membership fee to DP-Net either on (a) an annual basis or (b) a long-term basis. There will also be one-time subscription for life membership fee will be decided by the executive committee and will be revised from time to time. The current membership subscription fee is mentioned in a schedule attached as Appendix-A of this document. Membership should be renewed on an annual basis, except in the case of life members. The members shall have a grace period of upto the first half of the first day of the annual general assembly meeting for renewal of membership for them to have the right of voting in the same general assembly.

Honorary members need not pay any membership subscription.

a) Cessation of Membership

The general council may ask any member to resign from membership if the executive committee recommends that the member has deliberately violated the principles of DP-Net and or is not taking sustained interest in DP-Net's affairs and or is working against DP-Net's work and existence. The executive committee will give sufficient notice of intention so that the concerned member has adequate opportunity to clarify the concern. Any member may decide to leave the network and submit resignation to the executive committee.

The executive committee will be able to take final decisions.

Members leaving DP-Net will be asked to pay all outstanding payments.

a) Duties, Rights and Privileges of Members

Following are the rights Privileges of members:

- i) work actively to fulfill the objectives of DP-Net and to make its programmes effective.
- ii) attend all general council meetings of DP-Net.
- iii) contest elections for the executive committee. (only for individual core members)
- iv) cast votes in the election and decision making in the general council meeting. (Honorary members, Institutional Associate members exempted from the exercise)
- v) receive full minutes of the general council meetings and summary minutes of the executive committee meeting.
- x) encourage organizations and individuals to apply for DP-Net's membership.
- xi) receive, free of cost, which will have been already covered by the membership subscription, all regular publications of DP-Net.
- xii) receive first exposure and service priority for trainings, workshops or any other DP-Net programmes.

9. ORGANISATION STRUCTURE

A. General council

- i) Composition: The general council of DP-Net shall be composed of all members with or without voting rights.
- ii) Authorities, Duties and Functions:

1. approve DP-Net's annual report, including financial reports, prepared by the executive committee.
2. pass DP-Net's audited accounts prepared by an appointed external auditor and recommended by the finance working committee.
3. appoint external auditor for DP-Net and decide about the terms and conditions, including the fee, of appointment.
4. approve DP-Net's annual programme and budget.
5. elect, through secret voting system, the executive committee from amongst its voting members.
6. establish and approve overall policies of organisation and work of DP-Net.
7. develop and approve overall vision and direction of DP-Net.
8. approve and amend the CHARTER, rules and regulations of DP-Net.

i) Quorum of Meetings

The Quorum for all General Council meetings of DP-Net shall be 51 percent of the total number of voting members. However, the meetings reconvened after one adjournment due to lack of quorum after of informing members of so, will no longer require any quorum. There must be a gap of at least 30 days between the General Council meeting so convened and the meeting, which is cancelled due to inadequate quorum.

ii) Frequency of Meetings

The General Council Meeting shall meet ordinarily once a year and the gap between two meetings should not be more than 18 months. The place and time of the meetings will decide by the Executive Committee.

An extra-ordinary General Council meeting can be called by the Executive Committee or on

receipt of request from 25% of the total voting membership of DP-Net.

iii) Notice of Meetings

Members shall receive notice of any General Council meeting at least 45 days in advance.

iv) Decision Making and Voting

The General Council shall adopt by consensus rules and regulations as may be necessary or appropriate to perform functions transparently.

Proposals for discussions and decisions in the General Council Meeting can be put forward by any member to the Executive Committee. The Executive Committee shall set the agenda of the General Council meeting. Discussion on issues outside the preset agenda for the meeting will require a formal request by 10% of the attending members. Decisions on any motion and proposal shall be achieved normally through complete consensus of the General Council meeting. If all practicable efforts by the General Council and the Chairperson have been made a consensus appears unattainable; any Member can propose a formal vote. Each Individual Core Member, but not Honorary Members and Institutional Associate Member shall have one vote per person. Decisions requiring a formal vote by the General Council meeting shall be taken by an affirmative vote representing 60% majority of the votes casted by individual core Members. Decisions concerning amendments of this Memorandum of Association and concerning dissolution of DP-Net will require 70% majority as mentioned in the Society Registration Act. The Chairperson of the Executive committee will chair the General Council Meeting and the Network coordinator will perform the functions of a secretary. In absence of the Chairperson, the meeting shall elect a chairperson.

b) Executive Committee

- i) Composition: A total of 7 to 11 persons including the Chairperson and the Treasurer, from among the voting Members, are elected by the general council to from the

Executive Committee. It will be mandatory of the Executive Committee to have women members in it to represent the proportional composition of the total women individual core members but there should be at least 2 women members in the Executive committee. In accordance with the current law of the country, only Nepali citizens will be eligible to hold offices and membership in the Executive Committee.

The Network Coordinator will be an ex-officio member and secretary of the Executive committee. The Chairperson and the treasurer are also elected by the General council. The job descriptions of the Executive Committee Chairperson and Treasurer and the Network Coordinator is presented as Appendix -A of this document.

- ii) Election of the Executive Committee: Interested persons shall formally register their name as the candidates for the Executive Committee members or the Chairperson or the Treasurer during an allocated time at the General Council meeting. Only members who have voting right shall stand for an election.

Each Individual Core Member but not Honorary Members and Institutional Associate Members shall have one vote by each person.

The Executive Committee has the power to co-opt members from among the voting Members for an interim period until the next general council meeting but to fill the gaps arising out of departure of elected Members (s).

The Executive committee members shall work for DP-Net purely on volunteer basis without any wage or remuneration for their work. Neither shall the Executive Committee members use DP-Net for private and personal gain.

- iii) Authorities, Duties and Functions of the Executive Committee: Following are the authorities, duties and function of the Executive

1. All responsibilities and authorities, as delegated by the general council, concerning overall administration and management of DP-Net's resources and programmes through planning, budgeting, implementing, monitoring, evaluating and reporting, within the framework of policies, plans and budget approved by the General Council.
2. Delegation and division of work and responsibilities to the working Committees, The Executive Members, depending upon their expertise and interest will divide themselves into the following permanent working committees, namely:
 - Finance and Administration working committee,
 - Communication and publication working committee,
 - Programme working committee.
3. From and define authority and responsibility of other temporary or short term time bound and job specific sub committees from among the Members of DP-Net.
4. Appointment of the secretariat staff as per annual plans and budget and management of the Network coordinator.
5. Development and establishment of organisational strategy and procedures necessary to achieve DP-Net's objectives.
6. Decision about admission and termination of membership.
7. Fixing and reviewing the quantum of membership fee.
8. Guardianship of DP-Net's movable and immovable assets and institutions.
9. Relationship with governmental, non-governmental and donor institutions.
10. Ensure that DP-Net's institutional conduct and behavior remain within the laws, rules and regulations of the country.
11. Organisation and management of General Council Meeting.

12. Presenting annual reports and plans and budget to the General Assembly at the annual general assembly meeting.

i) Terms of the Executive Committee Members:

Each member of the Executive Committee shall be elected for a term of two years at the General Council meeting. However, half of the members of Executive committee will retire every year, through lottery system during the first year of the formation of the DP-Net Executive Committee, after which each elected member will come to the cycle of 2 years term.

The maximum number of consecutive terms for a member of the Executive committee will be two, after which a member can not stand for election for at least another 2 terms. However, the Chairperson and Treasurer can hold their position only for one term of 2 years but they can remain as members of the Executive Committee for a maximum of 2 terms as mentioned above.

The executive committee through unanimous decision can not suitable candidates from among the Individual core member either (a) to replace premature departure of any elected Executive committee members but only for the period until the next General Council meeting or (b) to receive specific technical assistance (maximum 2 person at any one time at any one point in time) for a definite period of time not exceeding a total of 12 consecutive months.

Any member who is absent from 3 consecutive meetings without information or without satisfactory reasons will be obliged or resign from the executive committee.

ii) Quorum of Meeting

The Quorum for all Executive Committee meetings of DP-Net shall be at least 51 percent of the total number of members.

iii) Frequency of Meetings

Executive Committee meeting shall ordinarily be held minimum 6 times per year and the gap between two meetings should not be

more than 2 months. The place and time of the meetings will be decided by the Executive Committee Chairperson.

iv) Notice of Meeting

Members shall receive notice of ordinary Executive Committee meeting at least 21 days in advance. The notice period for extraordinary meeting shall be only 15 days if the Executive Committee Chairperson calls it and shall be 21 days if members call it.

v) Decision Making and Voting

The Executive Committee shall adopt by consensus rules and regulations as may be necessary or appropriate to perform functions transparently.

Proposals for discussions and decisions in the Executive Meetings can be put forward by any Member to the Executive Committee Chairperson preferably 21 days in advance. The Executive committee can defer discussions and decisions on any subject only if there is complete consensus to do so.

Decisions on any motion and proposal shall be achieved only through complete consensus of the Executive committee meeting. If all have been made and consensus appears unattainable, than the matter has to be dropped, amended or taken to the next general council meeting.

Chairperson will play the lead role in conducting the meeting. Complete minutes of the meetings will be taken, published and distributed by the Network coordinator who is the ex-officio member cum-secretary of the Executive Meeting.

vi) Working Committees

Executive Committee may choose to form any number of working committees on permanent or temporary basis as and when needed. Currently, there is a provision of 3 permanent working committees as specific parts but within the framework of the Executive committees. As mentioned above, the executive committee can be decided to have other time bound and specific task orientated working committees or sub-committees.

The main purpose behind the formation of these permanent-working committees is to decentralize the various functions of the Executive.

Committee for efficiency and effectiveness.

- i) **Composition:** The executive committee members, depending upon their expertise and interest will divide themselves into the following permanent working committees, namely:

Finance and Administration Working Committee,

Communication and Publication Working Committee, and

Programme Working Committee.

The Executive committee members will normally not change their participation from one working committee to another during the course of their term so that continuity can be provided to the respective working committees. One Executive committee Member can be member of only one working committee.

Each working committee will choose a convener, on rotational basis, for organizing committee affairs and for facilitating discussions on issues, building consensus and making collective decisions. Each Convener will have a term of six month at one time.

- ii) **Responsibilities:** Following are the responsibilities of the 3 permanent working committees:

Finance and Administration Working Committee: This working committee will be responsible for developing specific strategies, policies, procedures and for providing management control and support to network secretariat in the following areas:

- Financial control and management including auditing
- Fund raising
- Personnel matters

- Legal matters
- Property and material management

Communication and Publication Working Committee: This working Committee will be responsible for developing specific strategies, policies, procedures and for providing management control and support to Network secretariat the following area:

- Logistical management, including design of all DP-Net publication
- Documentation and Resource Center management
- Reporting to donors
- Linkages with media
- Technical management of all DP-Net publication, that is, decisions about what to publish.

Programme Working Committee: This working committee will be responsible for developing specific strategies, polices procedures and for providing management control and support to Network secretariat in the following area:

- Training
- Linkages with and support to Members
- Linkages with other institutions, network and associations
- Research

iii) **Decision-making:** The Working Committees shall adopt by consensus rules and regulation as may be necessary or appropriate to perform functions transparently.

Decisions on any motion and proposal shall be achieved only through complete consensus of the respective working committee meetings, if all practicable efforts by one or other working committees have been all practicable efforts by one or other working committees have been made and consensus appears unattainable, then

the matter has to be taken to the next Executive meeting.

- iv) Meeting frequency and quorum: The convener of each Working Committee will be responsible to call meeting once every month. The gap between two meetings will not be more than 60 days. The required quorum for every Working Committee will be 51% of the membership.

d) The Network Secretariat

The Network Secretariat is the registered executive office of DP-Net staffed with regular and salaried staff. The Secretariat will be headed and managed by the Network Coordinator who shall report to the Executive Committee Chairperson. The Network Coordinator in conjunction with the Finance and Administration Working Committee will appoint necessary staff for the Secretariat according to the plans and budget approved by the General Council. The Network coordinator will manage the financial, material and human resources allocated to the Network Secretariat.

- i) **Functions :** The Network Secretariat shall represent DP-Net's General Council and the Executive Committee and shall exercise the following functions :
 1. Implement effectively the decisions (administrative or programmatic) of the General Assembly, the Executive Committee and the Working Committees.
 2. Day to day management of staff, funds, materials allocated to the Network Secretariat at its disposal by the General Assembly for achieving aims and planned objectives.
 3. Maintenance and follow-up of all matters, including members' profile database and subscriptions and dues and related to Network Members of all kinds.
 4. Publish planned documents and communication media (eg. news letter) on behalf of DP-Net, to the Working Committee and the Executive Committee.

5. Contact, consultation and follow up with the Working Committees and the Executive Committee for support, advise and guidance in the work of the Secretariat.
6. Purpose annual plans and follow up with the Working Committees and the Executive Committee for support, advise and guidance in the work of the Secretariat.
7. Propose annual plans and budget for DP-Net's work to the Executive Committee which in turn will propose it to the General Assembly for final approval.

- ii) **Staff:** The number of staff, temporary and permanent, to be appointed to run the Network Secretariat will be decided by the General Assembly as a part of its annual plan and budget. Network Coordinator reporting to the Executive Committee Chairperson will be general manager, with specific responsibilities for programme work, of the Network Secretariat. Administration officer, reporting to the Network Secretariat responsible for all administrative and financial and management. Minimum staffing will be the guiding principle.

- iii) **Decision-making:** Authority and responsibilities for each of the Network Secretariat staff will be established through individual job descriptions decided by the Executive Committee. Within the framework of job description, each staff member will be able to make decisions that are correct. Accountability and support for effectiveness and efficiency will be achieved through line management system. The Network Secretariat staff will have their own forum, which will allow opportunity for participation of all staff in the company of the Secretariat through mutual discussions, consultation and consensus building.

VII) SUBSIDIARY REGIONAL OFFICES

As the member-base, particularly the core individual and institutional membership base, expands with participation from individuals and institutions based and operational in various parts of the country, it is envisaged that scope

and opportunity for regional networking will be greater. Under such circumstances, it is anticipated that subsidiary, autonomous and decentralized structure of DP-Net will be developed. This CHARTER recognizes this and provides for organizing and establishing regional structure and offices of DP-Net by remaining within the broader principles, values, aims, objectives and rules and regulations provided here.

Core members based throughout in the country shall propose to open subsidiary regional structure and offices of DP-Net as and when felt necessary. In due course, Regional offices of DP-Net, together with governing rules and regulations shall be approved by complete consensus of the General Council.

VIII. SOURCES AND UTILISATION OF FUND

a) Source of funds

DP-Net shall raise necessary funds through the following different ways:

- Membership fees
- Individual and institutional grants or donations
- Sale of publications
- Specific project funding from governmental or non-governmental institutions within the country or abroad.

b) Guiding Principles For Fund Raising

- i) DP-Net shall take loan or overdraft only against formally guaranteed income.
- ii) DP-Net shall give priority to raising funds for establishing a Trust Fund or Endowment Fund which will provide longer term organizational sustainability.
- iii) DP-Net shall not compromise its values, principles, aims and objectives for any fund and will refuse cooptation.
- iv) DP-Net shall raise funds only on the basis of need and its capacity to deliver the 'product'

- v) DP-Net shall not seek financial growth by compromising the quality services and supports provided to its members.
- vi) DP-Net shall be able to raise funds to fund core members' work but the total annual volume of such funding shall be not be more than 20% of its total annual budget.
- vii) DP-Net shall not receive funds from controversial individual or institution.
- viii) DP-Net shall avoid being dependent on any one funding source and will seek to diversity funding sources.

c) Utilization of Funds

Funds shall be utilised for attaining aims and objectives of DP-Net. DP-Net shall not involve itself in investment of any fund in any financial venture other than its regular savings account and trust fund or endowment fund. DP-Net shall not provide any loan to any individual or organisation. DP-Net shall also be able to buy property and premises for the sole purpose of its own use.

IX FINANCIAL YEAR

The financial year of DP-Net shall be from 1 Shrawan to end of following Asadh.

X AUDIT OF ACCOUNTS

DP-Net shall maintain proper accounts and other relevant records and prepare an annual statement of account in such form as may be statutorily necessary and maintained according to the standard set by the General Council of DP-Net and according to the law.

The accounts of DP-Net shall be audited annually by a licensed firm of Chartered Accountant to be appointed by the General Council.

The audited statement of accounts together with audit report will be placed before the General Council with the recommendation of the Executive Committee.

XI OPERATION OF BANK ACCOUNT

DP-Net shall open and maintain savings and or current account in a bank decided

by the Executive Committee. DP-Net's bank account shall be operated jointly by two out of any four persons – Chairperson, Treasurer, the current convener of Finance and Administrative Working Committee and Network Coordinator. The Executive Committee and its Finance and Administrative Working Committee shall develop detailed and specific procedures for management of bank account.

XII LEGAL PROCEEDINGS

DP-Net may sue or may be sued in the name of Network Coordinator.

XIII AMENDMENT

Any amendment in the Charter and Rules and Regulations will be carried out in accordance with the need of DP-Net and in accordance with the legal provisions.

This Charter and rules and regulations can be amended and altered only by the decisions of any General Council meeting, provided the proposed amendments from part of the agenda and are circulated amongst members at least 30 days before the meeting at which such amendments are to be considered. Amendment of the Charter shall require minimum of two-third majority votes.

XIV DISSOLUTION AND ADJUSTMENT OF AFFAIRS

If the Network needs to be dissolved, it shall be dissolved only by the decisions of General Council meeting called for this specific purpose. The dissolution should be decided by minimum of two-third majority votes. The notice of dissolution shall be made public.

On dissolution of DP-Net, if any property remains after satisfying all debts and liabilities of DP-Net, it shall not be divided and distributed among the Members of the General Council or the Executive Committee but shall be transferred to one or more institutions having similar aims and objectives to that of DP-Net. The choice of institutions(s) for transferring property

after dissolution shall be decided only by the General Council meeting called for the dissolution of DP-Net and or in accordance with the current law of the country.

XV INTERPRETATION OF THIS CHARTER

In matters of dispute, or difference arising out of interpretation of the articles mentioned in this Charter, the interpretation provided by the Executive Committee shall be final.

XVI APPLICATION OF THE ACT

All the provisions under all the sections of the Society Registration Act 2034 B.S. and its revision, of His Majesty's Government of Nepal shall apply to DP-Net.

APPENDIX - A

ANNUAL MEMBERSHIP SUBSCRIPTION FEE FOR THE YEAR 2002-2003 MEMBERSHIP WILL BE VALID BETWEEN TWO GENERAL COUNCIL MEETING EVEN IF THIS PERIOD IS LONGER THAN 12 MONTHS.

Individual core membership	NRs 500
Institutional Associate Membership	NRs 2,000
Life Membership: Individual	NRs 5,000
Institutional	NRs 12,000

APPENDIX - B

DUTIES, FUNCTIONS AND AUTHORITIES OF THE EXECUTIVE COMMITTEE CHAIRMAN

1. chair the meeting of the Executive Committee.
2. guide the Treasurer, Working Committee Conveners and the Network Coordinator in discharging their duties.
Providing an overall leadership to the programmes and activities of DP-Net.
3. call and manage Executive Committee or General Council Meeting as seen needed.
4. present annual report and annual plans to the General Council meeting.

5. appoint and manage the Network Coordinator.
6. play a leadership role in the Executive Committee and the General Council Meeting in taking and reaching appropriate collective decisions to fulfill DP-Net's aims and objectives effectively.
7. authorize any capital expenditure.
8. represent and sign, on behalf of DP-Net, to enter into formal agreement with any institutions including governmental institutions.

APPENDIX - C

DUTIES, FUNCTIONS AND AUTHORITIES OF THE EXECUTIVE COMMITTEE TREASURER

1. ensure the appropriate financial accounts of high technical and legal standards.
2. prepare annual financial reports and budget and submit same to the Executive Committee and finally to the General Council meeting.
3. submit financial records and reports to requires governmental authorities and donors so as to fulfill obligations of law and of mutual agreement.
4. provide leadership in the raising of funds for work to achieve the objectives of DP-Net.
5. monitor and oversee the operation of the bank account.
6. approve the final appointment of Finance and Administrative Officer of the DP-Net.
7. receive reports of the external auditors; respond to their management comments and to present to the General Council meeting.
8. take leadership in reaching informed and collective decisions on all financial matters in the Executive Committee and the General Council meeting.

APPENDIX - D

DUTIES, FUNCTIONS AND AUTHORITIES OF THE NETWORK SECRETARY

1. take leadership all decisions in the overall management of the Network Secretariat.
In conjunction with the Executives Committee, appoint and manage other staff of the secretariat.
2. keep records of the proceedings of Executive Meetings and to coordinate and manage reporter of the General Council meetings to produce the proceedings in time.
3. do all correspondence, for and on behalf of DP-Net.
4. represent DP-Net with governmental and non-governmental organisation and in the court of law.
In conjunction with the Working Committees, prepare annual reports and plans for DP-Net and submit the same to the Executives Committee for consideration.
5. implement annual plans approved by the General Council.
6. regularly report and update the Executive Committee about the work and activities of DP-Net and its secretariat.
7. maintain and have custody of all records, files, and documents of DP-Net.
8. write project proposals for funding and submit to prospective donors.
9. prepare and submit necessary reports to the governmental body and donors to fulfill requirements as per law and relevant agreements.
10. implement and execute policies and programmes as decided by the General Council and the Executive Committee to fulfill the objectives of DP-Net.
11. manage publishing of bulletins, magazines, and other documents in order to achieve the objectives of DP-Net.

List of Executive Committee since 2004

Executive Committee 2015-17

S.N	Name	Position	Email
1	Mr. Ram Chandra Neupane	Chairperson	chair.dpnetnepal@gmail.com
2	Mr. Bishnu Prasad Kharel	Vice Chairperson	Bishnu160@gmail.com
3	Ms. Krishna Karkee	General Secretary	kkarkee@hotmail.com, krka@dca.dk
4	Mr. Ram Prasad Bhattarai	Treasurer	Bhattarairamprasad@yahoo.com
5	Mr. Krishna Raj Kaphle	Member	krishna.kaphle@undp.org
6	Mr. Man Bahadur B.K.	Member	Man.bk@care.org
7	Mr. Nirajan Pokharel	Member	nirajan@rn.org.np
8	Mr. Harsha Man Maharjan	Member	Harshaman_maharjan@yahoo.com
9	Mr. Gopal Dahal	Member	ti@lwf.org.np
10	Mr. Sher Bahadur Karki	Member	sherbahadur.karki@nrcc.org
11	Dr. Hari Darshan Shrestha	Member	harisunita@gmail.com

Executive Committee 2013-15

SN	Name	Position	Email Address
1	Mr. Pitambar Aryal	Chairperson	pitambar.aryal@nrcc.org
2	Prof. Dr. Bishal Nath Upreti	Vice Chairperson	bnupreti@gmail.com
3	Mr. Surya Bahadur Thapa	General Secretary	subatha3@gmail.com
4	Mr. Deepak Poudel	Treasurer	deepakndmf@yahoo.com
5	Mr. Harsha Man Maharjan	Member	harshaman_maharjan@yahoo.com
6	Ms. Bhuvaneshwori Parajuli	Member	bparajuli@nset.org.np
7	Mr. Kedar Babu Dhungana	Member	kedardhungana@undp.org
8	Ms. Rita Dhakal Jayaswal	Member	rita.dhakal11@gmail.com
9	Mr. Ram Prasad Bhattarai	Member	bhattarairamprasad@yahoo.com
10	Dr. Hari Darshan Shrestha	Member	harisunita@gmail.com
11	Mr. Santosh Sharma	Member	santosh@carenepal.org

Executive Committee 2011-13

S.N	Name	Position	Email Address
1	Dr. Meen Bahadur Poudyal Chhetri	Chairperson	chhetri1952@yahoo.com
2	Mr. Pitambar Aryal	Vice Chairperson	pitambar.aryal@nracs.org
3	Mr. Ram Chandra Neupane	General Secretary	rcneupane@gmail.com
4	Mr. Surya Bahadur Thapa	Treasurer	subatha3@gmail.com
5	Mr. Bishnu Prasad Kharel	Member	bishnu160@gmail.com
6	Mr. Deepak Poudel	Member	deepakndmf@yahoo.com
7	Mr. Dul Raj Chimariya	Member	
8	Ms. Gopal Dahal	Member	tl@lwf.org.np
9	Ms. Mirdula Sharma Dhakal	Member	mridula.dhakal@gmail.com
10	Ms. Niva Upreti	Member	nupreti@nset.org.np
11	Mr. Ram Singh Yadav	Member	

Executive Committee 2009-11

S.N	Name	Position	Email Address
1	Dr. Meen Bahadur Poudyal Chhetri	Chairperson	chhetri1952@yahoo.com
2	Mr. Shyam Sundar Jnavaly	Vice Chairperson	shyam.jnavaly@gmail.com
3	Mr. Pitambar Aryal	General Secretary	pitambar.aryal@nracs.org
4	Mr. Surya Bahadur Thapa	Treasurer	subatha3@gmail.com
5	Prof. Dr. Bishal Nath Upreti	Member	bnupreti@gmail.com
6	Mr. Khadga Sen Oli	Member	ksenoli@nset.org.np
7	Mr. Ajay Chandra Lal	Member	ajay@ioe.edu.np
8	Ms. Amrita Sharma	Member	amritasharma012@gmail.com
9	Mr. Rabindra Bahadur Pradhan	Member	
10	Mr. Dharma Raj Pathak	Member	drpathak97@yahoo.com
11	Mr. Deepak Poudel	Member	deepakndmf@yahoo.com

Executive Committee 2007-09

S.N	Name	Position	Email Address
1	Mr. Badri Khanal	Chairperson	badrikhanal@gmail.com
2	Dr. Meen B. Poudyal Chhetri	Vice Chairperson	chhetri1952@yahoo.com
3	Mr. Prajwal Acharya	General Secretary	prajwalacharya@gmail.com
4	Mr. Ram Chandra Neupane	Treasurer	rcneupane@gmail.com
5	Prof. Dr. Jiba Raj Pokharel	Member	jjibaraj@gmail.com
6	Mr. Tirtha Raj Onta	Member	
7	Mr. Nahakul Thapa	Member	nahakul.thapa@actionaid.org
8	Ms. Anjali Shakya Thakali	Member	
9	Mr. Surya Narayan Shrestha	Member	sshrestha@nset.org.np
10	Mr. Deepak Poudel	Member	deepakndmf@yahoo.com
	Ms. Amrita Sharma	Member	amritasharma012@gmail.com

Executive Committee 2004-07

S.N	Name	Position	Email Address
1	Mr. Badri Khanal	Chairperson	badrikhanal@gmail.com
2	Dr. Meen B. Poudyal Chhetri	Vice Chairperson	chhetri1952@yahoo.com
3	Mr. Murari Binod Pokhrel	Treasurer	muraripokhrel@gmail.com
4	Mr. Prajwal Acharya	Member	prajwalacharya@gmail.com
5	Prof. Dr. Jiba Raj Pokharel	Member	jibaraj@gmail.com
6	Mr. Tirtha Raj Onta	Member	
7	Mrs. Jyoti Sapkota	Member	Jyoti.sapkota@undp.oeg
8	Mr. Gopal Dahal	Member	tl@lwf.org.np
9	Mr. Surya Narayan Shrestha	Member	sshrestha@nset.org.np
10	Mr. Shyam Sundar Jnavaly	Vice Chairperson	shyam.jnavaly@gmail.com

7. Life & Individual Members

S.N	Name	Email Address
1	Murari Binod Pokharel	muraripokhrel@gmail.com
2	Badri Khanal	badrikhanal@gmail.com
3	Dr. Jib Raj Pokharel	jibaraj@gmail.com
4	Dr. Meen Bdr. Poudel Chhetri	chhetri1952@yahoo.com
5	Bishnu Pd. Kharel	Bishnu160@gmail.com
6	Prajwal Acharya	prajwalacharya@gmail.com
7	Ms. Amrita Sharma	amritasharma012@gmail.com
8	Ranjan Dahal	rkdahal@gmail.com
9	Tirtha raj Onta	

Member Detail

SN	Name of Member	Contact Person	Phone Number	Email	Postal	Category	Province
1	Disaster Management Federation Nepal	Mr. Kedar Nath Parajuli Ms. Bhumika Parajuli	023-580499, 5544058(o)	dmfn_kedar@yahoo.com	Damak-10, ihapa	NGO	1
2	Sankalpa Community Based Rehabilitation Nepal	Mr. Lakhana Lal Shah Ms. Kalpana Chaudhary	9852048608 9803486852	Lakhanlal64@gmail.com Sankalpa.cbr@gmail.com	Gadhi Rular Municipality-3, Sunsari	NGO	1
3	Koshi victim Society	Mr. Dev Narayan Yadav Mr. Prawin Kumar Saniya	9852820612 9804730070	koshivsociety@gmail.com	Rajbiraj, Saptari, Nepal	NGO	2
4	Ratauli Yuba Club	Mr. Baidhya Nath Chaudhary	9854025547, 041-525818	info@ryc.org.np / rycbaidhyanathchaudhary@yahoo.com	Janakpur-7, Zeromile	NGO	2
5	Rural Service Society	Mr. Rajani Kanta Jha Mr. Bishnu Narayan Jha	9844032802 9844084354	rssnepal1999@yahoo.com rssnepal1999@gmail.com	VDC Kabilasi-9 Gaira Bazar, Sarlahi	NGO	2
6	Rural Women Upliftment Association (RWUA)	Mr. Bishnu Chalishe Mr. Madan Kumar Barma	9854035079 9854041226	rwuaharipur@gmail.com	Haripur, Janakpur, Nepal	NGO	2
7	Samajikikash Anusandhan Kendra, Janakpur (SDRC)	Mr. Ram Singh Yadav	9854021307	sdrc36@yahoo.com	Bhanu Chowk, Janakpur	NGO	2
8	Rural Community Development Service Council (RCDSC), Jaleshwar, Mahottari	Mr. Ram Adhar Kapar Mr. Sudip Kumar Jha Mr. Radheshyam Mandar	9851012330 984427798 9844057760	rcdsc.nepal@gmail.com sudip.rcdsc@gmail.com radheshyam.rcdsc.nepal@gmail.com	Mahottari	NGO	2
9	Janaki Mahila Jagaran	Mr. Bishnu Bhandari	041-523576 985402765	info@jwas.org.np bishnufromb@gmail.com	Dhanusha, Janakpur, Nepal	NGO	2
10	Action Aid International Nepal	Mr. Dinesh Gurung	9851094008 / 4002177 / Fax:4002118	dinesh.gurung@actionaid.org / dinesh.gurung2035@gmail.com	Apsara Marg-80, Rani Devi Marg, Lazimpat	INGO	3
11	ADRA Nepal	Ms. Bidya Mahat	9851088523	bidya.mahat@adraneal.org	Sanepa Rd, Patan	INGO	3

		Ms. Salena Sangachhee	9801115508	prog.man2.asfnepal@gmail.com		
12	Architecture Sans Frontieres Nepal (ASF Nepal)	Mr. Ujwal Nanda Vaidya	9851141111	prog.man1.asfnepal@gmail.com	Koteshwor Kathmandu	NGO
		Mr. Pawan Kumar Shrestha	9801038389	ar.pawan@gmail.com		
13	Care International Nepal	Mr. Santosh Sharma	9851056239	santosh.sharma@care.org	Patan, Nepal	INGO
			5522800(O)	care@carenepal.org		
14	CARITAS Nepal	Man Bahadur B.K	9858027605	man.bk@care.org		
		Laxmi Raj Joshi	9849977925 / 9841862062	laxmi@caritas.org.np		
15	Mercy Corps	Arpana Karki	5539344,	arpana@caritas.org.np	Dhobighat, Lalitpur	INGO
		Sagar Pokharel (DRR Focal Person)	9849590625	spokharel@mercycorps.org		
16	Oxfam	Mr. Rajan Subedi	9851225557	rasubedi@oxfam.org.uk	Patan, Nepal	INGO
		Mr. Dinanath Bhandari	9851018129	dinanath.bhandari@practicalaction.org.np		
17	Practical Action Nepal	Mr. Gehendra B Gurung	9851001309 / 01-4423639 / Fax:4423640	gehendra.gurung@practicalaction.org.np	Narayan Gopal Sadak, PaniPokhari Maharajgunj, Ktm	INGO
				suvekshya.shrestha@practicalaction.org.np		
18	International Center for Integrated Mountain Development (ICIMOD)	Ms. Mandira Shrestha	9851039550 / 5003222	mandira.shrestha@icimod.org	Khumaltar, Patan	INGO
		Mr. Sanjeeb K Shakya	9841808800	sanjeeb.shakya@savethechildren.org		
19	Save the Children	Mr. Bishnu Prasad Kharel	9851048638	bishnu.kharel@savethechildren.org	Airport gate, sambhu marg, Sinamangal	INGO
		Mr. Narendra Prasad Joshi	4223230 / 9841336109	sapnepal2041@gmail.com		
20	South Asia Partnership Nepal (SAP Nepal)	Ms. Shanta Karki	9841213409 / 5010040 / Fax:5013738	Shanta.karki.tdh@gmail.com / tdhinnepal@gmail.com	Bluebird/ Bluestar Complex, Kathmandu	INGO
		Mr. Gopal Dahal	9851016527	tl@lwf.org.np		
21	Terre des Hommes Federation Nepal (LWF Nepal)	Ms. Madhavee Pradhan	4720217 / Fax:4720225	poa@lwf.org.np	Chun Devi Marg, Maharajgunj, PO Box3330	INGO
		Mr. Binod Awale	9851034148	Binod.awale@umn.org.np		
22	United Mission To Nepal	Mr. Shiva Prasad Adhikari	010-520913	shiva.adhikari@umn.org.np	Thapathali Road, Ktm	INGO

24	United Nation Development Program	Mr. Vijaya Singh Mr. Krishna Raj Kaphle Mr. Kedar Babu Dhungana Mr. Ram Nath Ojha Mr. Prakash Tiwari Ms. Gita Bidari Willy Bergogne	9851041653 9851003967 9851007816 9851185679 9855073614 / 01-4378482, 9851041077 / fax: +977-01-4376983	Vijaya.singh@undp.org krishna.kaphle@undp.org Kedar.dhungana@undp.org Ramnath_Ojha@wvi.org Prakash_Tiwari@wvi.org gbidari@hi-nepal.org wbergogne@hi-nepal.org / I Skype: willy_bergogne	Patan, Nepal Lagankhel, Karmachari Sanchya Kosh Building, 5th Floor, Patan	INGO INGO INGO	3 3 3
25	World Vision International Nepal						
26	Handicap International/ Humanitarian and inclusion	Mr. Keshav Koirala Mr. Surendra B. Thapa, Ms. Krishna Karkee Mr. Santosh Sharma	01-4414430 / 01-4426791 01-5013550, 9851016812 9851017926 9849285948 01-5538668	cecinepal@ceci.ca sbth@dca.dk krka@dca.dk santosh.sharma@ missioneast.org	Baluwar, Kathmandu	INGO	3
27	Center for International Studies and Cooperation (CECI-Asia)						
28	Dan Church Aid (DCA)						
29	Mission East						
30	Help Age International	Pradesh Khaling Rai Mr. Subhakar vaidya	5535560 / 5535580	pradesh.raihelppagesa.org		INGO	3
31	Plan Nepal	Mr. Tibendra Banskota Ms. Kalpana Aryal Mr. Kiran Ojha Mr. Hiradhar Chudali Mr. Govinda Rimal	9801241097 9801241285 9851133526 01-5522656 9851067600	Tibendraraj.banskota@plan- international.org Kalpana.aryal@plan- international.org kiran.lwr@gmail.com hiradhar.lwr@gmail.com grimal@lwr.org	Jhamsikhel, nepal	INGO	3
32	Lutheran World Relief (LWR)						
33	Karuna Foundation	Mr. Deepak Raj Sapkota Mr. Yogendra Giri Mr. Ram Krishna Thapa Mr. Ram Kishan Mr. Nishant Buragohain	01-4410687 01-4410687 9841199318	Deesapkota@ karunafoundation.com Yogendragiree@gmail.com	Ring Road, Ktm Baluwatar	INGO INGO INGO	3 3 3
34	Christian Aid						

35	Arbeiter- Samariter-Bund (ASB)	Nino Gvetadze	9810120969	nino.gvetadze@asbnepal.org	Gairidhara kathmandu	INGO	3
36	Finn Church Aid	Mr. Bikash Sharma	9841237375	bikash.sharma@kua.fi	Shree Marg, Ktm	INGO	3
37	International Medical Corps	Mr. Ajay Uprety,	01-4410430	auprety@internationalmedicalcorps.org	Do Cha Marg	INGO	3
38	Malteser International, Pulchowk Lalitpur	Mr. Sitaram Bhatta		Sitaram.bhatta@malteser-international.org			
		Ms. Reeta Lamichhane		Reeta.lamichhane@malteser-international.org			
39	Volunteer Service Organization (VSO)	Mr. Arno Coerver,	9849249660	Arno.coerve@malteser-international.org	Pulchowk, Lalitpur	INGO	3
		Mr. Rohit Yadav	9844028748	rohit.yadav@vsoint.org	Didi- Bahini marg, Patan	INGO	3
40		Ms. Gita Pradhan		geeta.pradhan@vsoint.org			
		Mr. Manual Palz	01552672/5527058	manuel.palz@awointernational.de			
		Mr. Mukund Singh K.C		mukund.singh@awointernational.de			
41	AWO International	Mr. Kusum Kishore Bhatt		kusum.bhatta@awointernational.de	Sanepa-2 Lalitpur, Nepal	INGO	3
42	Welt Hungerhilfe	Mr. Surendra Gautam	9849485774	Surendra.Gautam@welthungerhilfe.de	Bhakundol, Lalitpur	INGO	3
	International Organization for Migration (IOM)	Mr. Jitendra Bohara		Jbohara@iom.int	Thirbarn Sadak, Baluwatar, Ktm	UN agencies	3
		Ms. Pooja Shrestha	9813558671	Pshrestha@iom.int			
43	17 Ward DMC (Disaster management Committee)	Mr. Bibhuti Man Singh	(off)422408; 4268994 fax 4222669	bibhutiman@gmail.com info@dmcward17.org.np cfcclinic@gmail.com	Chetrapati, Kathmandu	NGO	3
			9813675230				
			9851017926 / 01-2035104(office)				
44	Centre for Disaster Management Studies	Mr. Madhav Adhikari	9851016840	cdms_disaster@hotmail.com;			
		Ms. Sushmita Chauhan	9819058805	chauhansanu.123@gmail.com			
		Ms. Supriya karki	9841290330	cdms_disaster@hotmail.com	Jawalakhel, Lalitpur	NGO	3

45	Centre for Disaster Studies	Mr. Nagendra Raj Sitoula	9751088879 / (5530769) office	nrsitoula@gmail.com / nrsitoula@ioe.edu.np / cds@ioe.edu.np	IOE, Pulchowk Lalitpur	Academia	3
46	Centre for Environment and Disaster Management	Ms. Niranjana Shrestha	9851072623 / 9803199277	nirshres@yahoo.com cdm_nepal@yahoo.com niranjan@esn.com.np	Kupandole, Lalitpur	NGO	3
47	Community Development Forum	Mr. Harsha man Maharjan	9851114161	harshaman_maharjan@yahoo.com	Shrinkhala Galli, Kathmandu	NGO	3
48	DEPROSC- Nepal	Mr. Ghuran Thakur	4244723/4230175	deprosc@gmail.com sussapkota@yahoo.com	Thapathali Kathmandu	NGO	3
49	Environment and Child Concern Organization (ECO-Nepal)	Mr. Ram Chandra Neupane	9851109854 / 01-4445322	rcneupane@gmail.com / econepal@econepal.org	Hadigau, Rajkulo Matg	NGO	3
50	Forum for Public Awareness and Development (FOPAD), Sindhuli	Mr. Prabal Sharma Mr. Shankar Prasad Adhikari	9841246266 9741083190 / 977-047-520152	fopadsindhuli@gmail.com sharma_prabal2002@yahoo.com	Sindhuli	NGO	3
51	Kirtipur Volunteer Society	Mr. Rojesh Pradhan Mr. Saral Gopal Maharjan Mr. Kiran Manandhar	9851147630, 9851100000 9843074641 9841505884	rosenepal88@hotmail.com kyskirtipur@yahoo.com prajwalman2002@yahoo.com	Naya Bazaar, Kirtipur	NGO	3
52	Nepal Center for Disaster Management	Mr. Meen B. Poudel Chhetri	9851073456 / 014272693; 01-5580424; 01-5528493	meen.chhetri@yahoo.com / chhetri1952@yahoo.com	Harihar Bhawan sadak, Patan	NGO	3
53	National Disaster Risk Reduction Center	Dr. Dhurba Gautam Ms. Pratistha Pyakurel	9841181415	dirrgautam@gmail.com pratistha.pyakurel@gmail.com	Baneshwor	NGO	3
54	Natural Disaster Management Forum NDMF	Mr. Deepak Paudel	9841647398	ndmfnepal@gmail.com	GPO Box:24111, Kathmandu, Nepal	NGO	3
55	Nepal Christian Relief Services	Mr. Simon Pandey Mrs. Romi K.C.	9851035393, 9841574706, 016213752, 015527406	ncrsnepal@gmail.com	Patan, Nepal	NGO	3
56	Nepal Geological Society	Dr. Kabiraj Paudel Mr. Uttam Bol Shrestha	9841528891 9841-350469	paudyalkabi1976@gmail.com; societyngs@gmail.com uttambol@yahoo.com	Lainchaur, Kathmandu	NGO	3

57	Nepal GIS Society	Dr. Krishna Poudel	9841270853 / 015545525(Office)	nepaljsociety@gmail.com / kpoudel.pokhara@gmail.com	Patan, Nepal	NGO	3
58	Nepal Red Cross Society	Mr. Dharmaraj Pandey	9851130168	dharma.pandey@nrccs.org	Kalimati, Red Cross Marg	NGO	3
59	Nepal Scouts National Headquarters	Mr. Hari B Shrestha	9841418520 / 14419001	sherbahadur.karki@nrccs.org hari_bdrs@yahoo.com	Lainchaur, Kathmandu	NGO	3
60	National Society for Earthquake Technology Nepal (NSET)	Mr. Amod Mani Dixit	/5591000	adixit@nset.org.np			
61	NCDMC Nepal	Ms. Bhubaneswori Parajuli	9851067886	bparajuli@nset.org.np			
62	Friends Service Council (FSCN) Lalitpur	Mr. Khadga Sen Oli	9851151383	ksenoli@nset.org.np	Karyabinayak, Nepal	NGO	3
63	Focus Ed Nepal	Mr. Jagannath Kurmi	9747039649	cdmc.network@gmail.com	Tokha	NGO	3
64	Rural Reconstruction Nepal (RRN)	Mr. Surya Bdr. Thapa	015201497/5200319	info@fscnepal.org			
65	Center of Resilient Development (CORD)	Mr. Dinesh Singh Malla	9851098744	subatha3@gmail.com	Lalitpur	NGO	3
66	JCYCN- Jagriti Child Youth Concern Nepal	Mr. Nirajan Pokhrel	9851005818	Dinesh.kathmandu@gmail.com	Mhepi Marg	NGO	3
67	Himalayan Conservation Group	Mr. Shrish A. Adhikari	9849775682	Nirajan@rrn.org.np	Gairidhara Sadak	NGO	3
68	Resilient Nepal	Mr. Hari Darshan Shrestha	9841469046	shrish@rrn.org.np	Tokha Saraswati, Nepal	NGO	3
		Mr. Tilottam Paudel	9841554066	harisunita@gmail.com	G.P.O. Box: 14341 Syuchatar, Nagarjun, Municipality-13	NGO	3
		Ms. Manita Timilsina	9851133858 / 4671288(Offic)	jycnepal@hotmail.com / jycn2001@gmail.com / tilottampaude@hotmail.com			
		Mr. Akarshan Pradhan	9851154970	manitamilsina@gmail.com info@hcg.org.np	Patan, Nepal	NGO	3
		Mr. Anil Maharjan	9841281992	resilientnepal@gmail.com			
		Ms. Lila Khanal	9851071980	resilientnepal2016@gmail.com			
			9841468962		Kirtipur, kathmandu	NGO	3

69	MAUSEC- Nepal	Mr. Vinod Kumar Parajauli Mr. Nanda Kumar Maharjan Mr. Hari Rawat	9840071244	vikpshastri@gmail.com akashmaharjan9281@gmail.com harirawat18@gmail.com	Chandragiri, Municipality Nepal	NGO	3
70	Women and children Development Forum	Ms. Mridula Sharma Dhakal	9845030732	wcdf@ntc.net.np	Hetauda-4, Ajaramar Road, Makawanpur, Nepal	NGO	3
71	Women, Children and Environmental Center	Mr. UddhavBaniya Ms. Pramila Mahat	9845000408 057- 691405	wochend_zen@yahoo.com	Hetauda-2, Makawanpur	NGO	3
72	KIRDARC	Ms. Geeta Pandey	9841541591 / 5548321	gshasi@kirdarc.org	Shanti Marg, Patan	NGO	3
73	National Disaster Management Network	Mr. Bishnu Pd. Timilsina	9741068095	timilsina_bishnu@yahoo.com		NGO	3
74	Kailash Himal and trek	Ms. Somta Subba	9851038559	kainashtrek@worldlink.com.np	Bagh Bazaar, Dillibazaar, Kathmandu	NGO	3
75	Nepal Engineering College (NEC)	Prof. Hari K. Shrestha	9851006010 / 4420655 / 4420656	hari@nec.edu.np	Bhaktapur Road, Changunarayan	Academia	3
76	Nepal National Dalit Social Welfare Organization (NINDSWO)	Mr. Kul Bdr. Bishokarma	5539941/9851070669 / 1-5554752	kul@nindswo.org.np	Patan, Nepal	NGO	3
77	KI-Nepal	Mr. Chandra Prakash Maharjan	5533378	chandra.kinpal@gmail.com	Lalitpur	NGO	3
78	Institute of Crisis Management Studies	Mr. Raju Thapa	4008181/9851000163	info@tuicms.edu.np	Dhumbarahi Marg, Kathmandu	Academia	3
79	Society for Community Development (SOCOD) Nepal	Mr. Pashupati Nath Neupane Mr. Krishna Pd. Adhikari	984613310	socod.nepal@gmail.com			
80	International Nepal Fellowship (INF)	Mr. Shaligram Adhikari Dr. Ganga Datta Subedi Dr. Buddhi Bahadur Thapa	061520111/521994	director@nepal.inf.org community.director@nepal.inf.org	Besisahar Pokhara-1, Simpani Kaski, Nepal	NGO	4
81	Center for Development and Disaster Management (CDM-Nepal)	Mr. Dharma Raj Ghimire Ms. Gita Sapkota	9857027002 9841024711	Dharma.cdmnepal@gmail.com, cdm_nepal@yahoo.com	Butwal-11, Shree Ram Path, RajmargChauraha	NGO	5
82	Sahmati Nepal	Gaidakot, Nawalparasi	056502090,502277,	sahamati@wlink.com.np	Gaidakot	NGO	5

83	Bikalpa, Nepal	Mr. Madhav Pr. Sharma (ED)	9857080083	drr.bikalpa@gmail.com	Nawalparasi	NGO	5
84	Social service center	Mr. Sushant Sharma	9851010393	madhav.sharma@gmail.com			
		Ms. Sita Rana	089-41001870,410096	sosecdailekh@gmail.com / info@sosec.org.np			
		Ms. Kamala Bhandari	9848064005 / 9844812480	manju.khadka1@gmail.com / manju.khadka@sosec.org.np	(Dailekh)	NGO	6
	Organization for Community, Child and Environment Development (OCCED)	Manju Khadka	9866802061		Kanchanpur, Mahendranagar 12	NGO	7
85		Mr. Guna Dev Panta	9741021717	fayanepal@hotmail.com / drpathak97@yahoo.com	Dhangadhi, FAYA Marg, kailali	NGO	7
86	FAYA Nepal	Mr. Lok Raj Bhatta Mr. Dharmaraj Pathak	9858421395 / 9858420097 / 091-524329		Mahendranagar, Kanchanpur	NGO	7
87	Nepal National Social Welfare Association (NNSWA)	Mr. Ashok Bikram Jairu	9858750038/ 099-522182 / 099-522652	ashokjairu@hotmail.com	Bhim Dutta Municipality-6, Mahendranagar Kanchanpur	NGO	7
88	Nepal Environment and Education Development Society (NEEDS Kanchanpur)	Mr. Bhaba Raj Regmi	099-525150/ 9858750128	needsnmr2008@gmail.com			
89	Peacewin, Bajura	Mr. Lal B. Oli	01-4425063 / 9858421783 / 097-541113	Peacewin_bjr@ntc.net.np, lal_39@yahoo.com	Bejura	NGO	7
90	People Welfare Service Team Nepal	Mr. Ram Pd. Bhattarai	9851078802	bhattarairamprasad@yahoo.com	Kathmandu	NGO	3
91	Resources Himalaya Foundation	Dr. Dinesh Raj Bhuju	9841992216	dineshbhuju@gmail.com	Kathmandu	NGO	3



Disaster Preparedness Network –Nepal

C/O NRCS, Red Cross Road, Kalimati

PO Box: 12294, Kathmandu Nepal

Phone: 977-01-6226613, 4672165

Fax: 977-1-4672165

Email: dpnet@dpnet.org.np

Website: www.dpnet.org.np