

Proposed TOR on HAI networks in Bangladesh: Governance and Implementation of Activities

1. Background

HelpAge International is known as a Networking organization and always intends to prioritize empowering Network members. Working with, through and for network members and other change makers is a cornerstone of HelpAge's strategy and ways of working. When working with others, HelpAge seeks to bring value-add as 'supporter, convener and thought leader.'

To do so, HelpAge initiated the localization process through consultation with the network members and other stakeholders. In Bangladesh, there are five network members – BAAIGM, BWHC, DAM, RIC and YPSA. All of them proposed an option for the country transition in Bangladesh is to facilitate the **“formation of a coordination platform” which will way forward the ageing agenda.**

This TOR is a formal instrument to guide, lead and operate the proposed coordination platform.

HAI always intends to prioritize empowering the network member and so HAI has been known as a network-based international organization. In Bangladesh initially, Network members took the initiative to launch and scale up the programme then the HAI Bangladesh office was set up. Under HAI localization strategy first research was taken to assess the presence HelpAge country office and the findings always supported strengthening the localization process, then workshop and sharing with five members to develop a common understanding of localization and network building thus this initiative is renewed

2. Introduction

- HelpAge International under the Localization strategy Bangladesh Country Programme is to facilitate the formation of a coordination platform which will take forward the ageing agenda in Bangladesh.

- This strategy relies on the fact that we HelpAge five active network members in Bangladesh, we all have confirmed mandates and expertise in Ageing. All Network Members expressed commitment to the Ageing Agenda and willingness to continue developing programmes for older people in Bangladesh. They also highlighted the need for more coordination on ageing in the country.
- This option was approved by the HelpAge Board of Trustees in August 2023.

Goal and objectives of the HAI partners network in Bangladesh

Goal: Envision an environment where older people can enjoy safe, healthy and dignified lives.

Objectives:

1. Strengthen and scale up CSO-led ageing programme in Bangladesh
2. Increase National advocacy for older people's social protection and human rights in Bangladesh
3. Increase the capacities of network members to implement activities for the well-being of older people in Bangladesh
4. Mainstreaming age inclusive development programme

Framework of the Governance of the Network

Structure:

1. The steering committee is the highest decision-making body of the network
2. Five CEOs from the five organizations are the members of Steering Committee
3. Programme teams are being constituted of focal from each partner organization for design, planning, and implementing the network's programming activities.
4. In the long run, there will be technical representatives from each NM to work on the thematic area e.g., Income Security, Healthy Ageing, Inclusive Humanitarian and Rights and social justice

Secretariat of the Network

- The secretariat could be regularly in one place till and of the transition. So, the option could be any of the partners could hold the secretariat considering the suitable location and logistics.
- Each NM will Chair on a rotation basis for a period that may be for 6-month basis.

Principles of Networks

- Participatory Decision Making: Network work will follow the participatory decision-making principle– prioritize consensus basis decision, in case it fails then majority opinions will be reflected in the decision.
- Transparency and accountability in interwork works will be taken as standard any violation of it, is considered to be a deviation from the network code of conduct.
- In communication and sharing mutual respect should be maintained among the partners, any violation or deviation will be discussed in the Steering committee meeting, and decisions in this highest forum of the network.
- Mutuality and solidarity among the partners: Partners will work for the best interest of older people in Bangladesh, so the network on principle promotes mutuality and solidarity among its partners

Process

- Routine meeting: Both the steering and Programme team meetings will be held quarterly. Meeting minutes will be shared duly and kept in online storage so that each member gets access to the document
- Issue-based Meeting: Issue-based meetings could be held anytime following the rule of necessity. So, if any member appeals to the secretariat reasonably then the secretariat will call the meeting.
- Apart from routine and sharing meetings, the network will form study or communication groups through online apps like WhatsApp, Messenger etc group with the approval of the programme team.

Network's partnership

On behalf of the network could develop a partnership with the consensus among the steering members. Network partnership will be guided by the principle of supporting or promoting the best interest of older people in Bangladesh. In three types of partnerships could a network foresee its functions and strategies.

1. *Programme partnership*: be a partner of the national programme of health or income security
2. *Strategic partnership*: Pursuing inclusive DRR or climate change strategy
3. *Coalition partnership*: Being the partner of the national coalition marginal social group's social protection, disabled –underprivileged children and unemployed youth.

Responsibilities of Network Partners' Partnership

- *Ideological responsibilities:* Network partners will reject ageism and oppose in thoughts, beliefs, and actions anything related to ageism. Support and work for heartily a society for all ages
- *Functional responsibilities:* joining the regular process of the network (meeting or network events) and completing the tasks and assignments decided by the steering committee and programme team.
- *Sharing and contributing responsibilities:* Each member will share with own ageing-related activities and initiatives with other partners and it requires contributing mutually to programme and activities.

The Network Recognizes the following documents and customizes them in the Bangladesh context

- “Ageing in the just world, HelpAge international 2030” Strategy” (<https://www.helpage.org/about-us/values-vision-andstrategy/2030-strategy/>)- Bangladesh HelpAge international network’s partners will recognize and accept this a guiding document of its work
- “Locally-led Development “HelpAge Position Paper. (<https://www.helpage.org/resource/locally-led-development/>) “Locally led development” is a key strategic document for the localization so we recognize and accept it.
- “Diversity, Equity, Inclusion and Belonging Policy Our Journey” (This HelpAge document also <https://www.helpage.org/workwith-us/safeguarding-and-inclusion-at-helpage-international/>) Important document Bangladesh network recognizes and accepts it.

Network -Scopes of Work

Under the Network scope of work, the following Six components could be indemnified and included

1. Programme
2. Advocacy
3. Campaign and communication strategy
4. Training and capacity building
5. Fundraising and resource Mobilization
6. Research

Programme

The HelpAge partner network in Bangladesh initially will identify and prioritize Older People's well-being programming opportunities in Bangladesh. Our works in action" includes the following programmatic areas. Inclusive humanitarian action.

- Healthy Ageing.
- Income security.
- A Society for All Ages.
- Rights and social justice

Networks programme strategy in Bangladesh Healthy age, older people's health, and income security takes a broad component of the programme, A society for all ages could be taken as an intergenerational solidarity programme, Rights and inclusion means older people's human rights approach- climate change is older people's adaption in climate change in Bangladesh. **Thus, the network will develop its own programme Framework in Bangladesh**

The Advocacy for changes

The network undertakes joint advocacy works at the national level, but the network will support respective partner local-level advocacy. The network's national advocacy is directed at strengthening/changes policy levels

- **First priorities:** New and complete laws of older people's rights similar to a child, women, and disabled rights law
- **Second Priorities:** Making National policy on ageing effective and its need declaration of the timebound national plan of action for protecting and promoting older people's rights
- **Third Priorities:** Advocacy integrates ageing components with National policy on women's development and National policy on universal health coverage

National campaign and National communication

- The network will develop a campaign strategy to disseminate the message of older people's rights. Social protection and inclusion.
- The network works to develop a communication and campaign team
- The communication and campaign team first provide support to the national program on ageing and also builds an independent mechanism

- Commutation and campaign teamwork with both mainstream and social media. This team will work with OPAs to build communication and campaign capacities

Training and capacity building

- The network undertakes training and capacity plans and seeks resources and funding to implement the plan.
- A network training and capacity-building team will be formed to lead the planned activities.
- Training and capacity team also arrange needs-based training to remove skills and knowledge gaps
- Training and capacity team also work with OPA capacity building

Fundraising and Resource Mobilization

The network first conducts an analysis of context and resource mobilization and identifies the scopes of fundraising and resource mobilization. The following tasks should be done to strengthen the fundraising and resource mobilization;

- Develop a strategic plan for the funding
- Conduct donor assessment and resource availability survey
- Form a resource team to pursue a fundraising and resource mobilization strategy
- Organize training and workshops to develop partners' capacity for funding raising and resource mobilization

Research

The network works on research collaboration with the following institutions:

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| <ul style="list-style-type: none"> • Universities • BIDS • CPD • PPRC and others | <ul style="list-style-type: none"> • Form a research team to assess research needs and develop the research plan • Organize training and workshops to build partner research capacity |
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New Member

This coordination platform will open to cope with new members willing to work on ageing and will comply with network bi-laws. Other than affiliated members, member other members will be treated as general members of the platform.

Financial Management

Any donation either from Donor or NM is always welcome. In case of foreign donation, the steering committee will decide which member will receive and fulfil the compliance of NGOAB. The budget expenditure approval authority will be the steering committee. The organization that will chair will be the budget holder till the date of chairing.

Relation with HelpAge International

- On principle recognises HelpAge is the supporter and mentor of this Network
- The network will initially be in the inception and transition phases directly guided and resources by the both HelpAge international London office and the Bangladesh office.
- After a certain time, the network will be independent and maintain close ties with HelpAge international
- HelpAge in communication emphasizes the network secretariat but could communicate needs based on individual partner
- Whatever happens in the working areas network will be informed and shared

Recommendation in the inception phase

- Develop partner's profiles on experiences of working with ageing issues
- Develop the Network's programme strategy through a workshop
- Organize an event to formally declare the network and publish a brochure of the network
- Develop a website for a network
- Develop a Facebook and social media campaign for the network
- Form a WhatsApp or messenger group by the Secretariat to continue sharing the information

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