

4th Executive Committee Meeting
Market Development Forum
3rd December 2008
Venue: Red Shift (sponsored by IFC-SEDF)

Participants:

GTZ-PROGRESS	Dr. Dietrich Stotz
Katalyst	Mr. Rajiv Pradhan (Chair)
IFC-SEDF	Mr. Lutful Kabir
Intercooperation	Mr. Roger Cozens
IDE-Bangladesh	Mr. Bakaul Islam
MDF	Mr. Tahsin Akbar

The Chair welcomed everyone and following agenda were discussed and decisions taken.

SL	Discussion	Decision
1	<p>Publication on Value Chain</p> <ul style="list-style-type: none"> ▪ The final draft of Value Chain activities were discussed. It was also discussed that instead of having different design themes for the publications, there could be one theme developed by MDF which would be followed for all the publications. ▪ The Publications will be useful for the MDF members as well as for other stakeholders. For this reason, sufficient number of copies to be published. ▪ An e-copy (CD) could be considered for the users of the publications. This could be given in the 'pocket' of the publication. 	<ul style="list-style-type: none"> ▪ Several themes will be developed for publications and based on the decision, EC will chose the design to be used for publications of MDF. ▪ 300 copies of 'Value Chain activities in Bangladesh' will be printed. These will have CD of the publication and will be put in the 'Cover pocket' of the publication. ▪ Copies of the publication will be given to MDF members and other stakeholders including government stakeholder.
	<p>Review of last meeting minutes</p> <ul style="list-style-type: none"> ▪ Thematic Working group <ul style="list-style-type: none"> ○ Working with the govt. (WWG): The last meeting which was hosted in 26th November did not give any satisfactory results. Members direct involvement would have better results. ○ The approach to MOC was on basis of availability. ○ Working with lead firms 	<ul style="list-style-type: none"> ▪ In next WWG meetings, other ministries, with whom MDF member have more collaboration will be invited. ▪ The publication of WWLF is scheduled to be published in December.

	<p>(WWLF): The publication of this group is still being reviewed.</p> <ul style="list-style-type: none"> o Local economic Development (LED): the LED publication is still work on process. 	
	<p>Review of past activities after last meeting</p> <ul style="list-style-type: none"> ▪ The discussion event BMO & CBO and 'Access to information' held successfully. ▪ In 'Poverty and MD', around 80 people attended. <p>The next year's program could be arranged based on themes. All major events would center around the theme so that tangible output can come from such events. The MDF events of that year will be branded on that theme.</p>	<p>The theme for next year would Agro-Exports</p>
	<p>Review of the year 2008</p> <ul style="list-style-type: none"> ▪ This year's activities have shown that MDF has been successful in making its targeted activities. ▪ This year has been on branding the MDF. A recognizable success has been witnessed due to this year's activities. ▪ Only one Stakeholder meeting could not be hosted which will be held in January 	<ul style="list-style-type: none"> ▪ Next year the MDF activities (the major ones') will be based on themes.
	<p>Year 2009</p> <ul style="list-style-type: none"> ▪ Year 2009 will be based on a theme. Themes such as agricultural export, light engineering, livestock etc. ▪ For training, training on value chain can be considered. ▪ Discussion events are great opportunity for all the members. The participation has increased. Selecting specific discussion events should be based on the organizations interest. ▪ In addition to the discussion event topics collected from feedback of the members other topic such 'Use of Mobile' in development etc. could be considered. 	<ul style="list-style-type: none"> ▪ Among these themes, agriculture export will be used for next year. ▪ There will be 4 occasions on this theme. i) Potentiality, ii) Successes iii) Services –required/ policies iv) Involved input sectors. ▪ Next year there will be training on 'Value Chain'. ▪ Coordinator will mail the list of discussion event in December to organizations if they want to organize it and also seek other discussion areas if the members wish for. ▪ The discussion events will be finalized the half day workshop of Business plan finalization.

	<ul style="list-style-type: none"> ▪ Members feedback collected through various methods will be used for the business plan 2009. 	<ul style="list-style-type: none"> ▪ Coordinator will prepare a business plan based on the members' feedback of 2008. The formulation of it will be based on 'which feedback will lead to what outcome' – A contextual categorization will be used.
	<p>AGM notice A notice to members needs to be sent out detailing the election process as well.</p>	<p>Notice would be sent out in the 2nd week of January, 2009 along with the report of 2008 and the draft business plan</p>
	<p>Workshop for Business plan 2009</p> <p>2nd to 3rd week of January will be suitable the members</p>	<ul style="list-style-type: none"> ▪ 22nd January 2009 (Thursday) in IFC-SEDF. ▪ This will be a half day event.

Copy to: all participants