



**IUCN Bangladesh Country Office
Updating Species Red List of Bangladesh
5th Lead Assessor Coordination Meeting**

Meeting Minutes

Date : 04, January 2015
Time : 10.00 AM-01.00 PM
Venue : Conference Room, IUCN Bangladesh Country Office

Participants:

- 1) Mr. Ishtiaq Uddin Ahmad, Country Representative, IUCN Bangladesh
- 2) Dr. Haseeb Md. Irfanullah, Project Coordinator, IUCN Bangladesh
- 3) Dr. Ali Reza Khan, Chief National Technical Expert, Updating Species Red List of Bangladesh Project
- 4) Mr. Mohammad Shahad Mahabub Chowdhury, Project Manager, Updating Species Red List of Bangladesh, IUCN Bangladesh
- 5) Prof. Dr. Farid Ahsan, Lead Assessor, Red List Assessment Group (Reptile), RAG- Reptile
- 6) Prof. Dr. M. Mostafa Feeroz, Lead Assessor, Red List Assessment Group (Mammal), RAG- Mammal, Updating Species Red List of Bangladesh,
- 7) Mr. Enam Ul Haq, Lead Assessor, Red List Assessment Group (Bird), RAG- Bird, Updating Species Red List of Bangladesh.
- 8) Prof. Dr. Mostafa A R Hossain, Lead Assessor, Red List Assessment Group (Crustacean), RAG- Crustacean, Updating Species Red List of Bangladesh.
- 9) Prof. Dr. Monwar Hossain, Lead Assessor, Red List Assessment Group (Butterfly), RAG- Butterfly, Updating Species Red List of Bangladesh.
- 10) Ms. Selina Sultana, Project Assistant (Fish and Crustacea), Updating Species Red List of Bangladesh, IUCN Bangladesh
- 11) Mr. Sanjoy Roy, Project Assistant (GIS), Updating Species Red List of Bangladesh, IUCN Bangladesh
- 12) Mr. Md. Ahsanul Islam, Data Entry Operator, Updating Species Red List of Bangladesh, IUCN Bangladesh
- 13) Mr. Mohammad Noman, Data Entry Operator, Updating Species Red List of Bangladesh, IUCN Bangladesh

Discussion:

5th Lead Assessor Coordination Meeting of Updating Species Red List of Bangladesh was held on 04 January 2015 at the conference Room of IUCN Bangladesh Country office. Mr. Ishtiaq Uddin Ahmad, Country Representative, IUCN Bangladesh chaired the meeting. Mr. Shahad Mahabub Chowdhury introduced Dr. Haseeb Md. Irfanullah, Programme Coordinator, IUCN Bangladesh to the participants. Dr. Haseeb welcomed the participants and thanked everybody for successfully completed the first year of the project. The meeting discussed the following points:

- Review progress in the species assessment process (June-December, 2014)
- Setting process, strategy and approach of writing the books
- Organizing 2nd public disclose workshop (at bi-annual conference of the Zoological Society, Dhaka University)
- Contract for picture (Fixed a date for final submission)
- Various minor technical issues regarding the assessment sheet



Decisions and Actions:

- 1) Lead Assessors will complete remaining assessment as per following deadline:

RAG	Deadline
Mammal	March'15
Bird	June'15
Reptile	April'15
Amphibia	March'15
Fish	March'15
Butterfly	March'15
Crustacea	March'15

- 2) Lead Assessors will take necessary step to complete the pending assessment those assigned earlier by March'15. Respective lead assessors will submit a plan to PM and CNTE for the pending species by 25 Jan'15.
- 3) Lead Assessors will suggest a list of parameters (species profile and other information as per assessment sheet) of the respective animal group to be furnished in the red list book to the Chief National Technical Expert by 15 January, 2015.
- 4) The Chief National Technical Expert will finalize the parameters to be furnished in the red list books by 30 January 2015.
- 5) The Chief National Technical Expert will submit three (3) ToC of the books including the responsibility matrix to write the chapters by 15 February. The books are: 6 Animal red list books, 1 Summary book in English and 1 Summary book in Bengali.
- 6) IUCN will design layout of the books after getting ToC from the CNTE and circulate by 28 Feb'15.
- 7) PM will prepare a work procedure synchronizing with project operational plan to be followed by the each RAG during editing and compiling the books. The procedure will be shared in the next LA coordination meeting in Feb'15.
- 8) Lead Assessors will complete the first draft of write-up by Jul'15 following a work plan approved by the CNTE to be submitted by 20 Feb'15. RAG-Birds will complete assessment by June'15 and submit their first draft of write-up by September'15.
- 9) IUCN will hire editors to assist Lead Assessors in editing and compiling the books through participating in the monthly editing workshop of the each RAG. However, other assessors will also participate in the monthly editing workshop as per the requirement of the LAs.
- 10) Species, those found no records in Bangladesh during the current assessment will be kept out of the checklist and placed separately with giving an explanation in the methodology chapter of the respective books.
- 11) 2nd public disclose workshop will be organized along with the Bi-annual Conference of the Zoological Society of Bangladesh, Dhaka University on 28 Feb'15. Lead Assessors will prepare a presentation on the assessment done in August-September'14 for the workshop.
- 12) LAs will submit a list of persons for photo collection along with photographs by 30 Jan'15. IUCN will issue formal contract papers to them by 10 Feb'15 and process payment accordingly.



Annex- 1: Agenda



**IUCN Bangladesh Country Office
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Date: 04 January 2015

Time: 10.00 AM

Venue: Conference Room, IUCN Country Office, Banani.


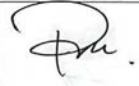





Discussion points:

- Review progress in the species assessment process (June-December, 2014)
- Setting the process, strategy and approach of writing the books
- Organizing 2nd public disclose workshop (at bi-annual conference of the Zoological Society, Dhaka University)
- Contract for picture (Fixed a date for final submission)
- Others, if any.



Annex- 2: Participants of the meeting

5th Lead Assessor Co-Ordination Meeting
 Updating Species Red List of Bangladesh
 Place : IUCN Bangladesh Country Office
 Date : 04/01/2015, Time: 9.00AM
 Attendance Sheet

Sl. No.	Name	Designation and Organization	Email and Phone No.	Signature
1.	Dr. Md. Farid Ahsan	Professor Chittagong University	faridahsan@yahoo.com	
2.	M M Feroz	Professor Jabangirangan Univ.	feerozmm@yahoo.com	
3.	Enam Ul Haque	Bangladesh Bird Club	enamuh@gmail.com 01710251691	
4.	Md. Monwar Hossain	Professor. Jahangirnagar University.	zona444@yahoo.com	
5.	Moslem Hossain	Professor BAU	moslemhossain@bau.edu.bd	
6.	Ishtiaq Uddin Ahmad	OR IUCN, Bangladesh Country Office		
7.	Rezaul Karim	...		

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Sl. No.	Name	Designation and Organization	Email and Phone No.	Signature
8	Dr. Haseeb Md. Isfomullah	Programme Coordinator IUCN	01817118522	<i>[Signature]</i> 4/1/15
9	Md. Atsamul Islam	IUCN	01717570940	<i>[Signature]</i> 4/1/15
10	Mohammed Woman	IUCN		<i>[Signature]</i> Woman
11	Md. Shahad Mahabul Chowdhury	IUCN	01711111967	<i>[Signature]</i> Shahad
12	Sanjoy Roy	IUCN		<i>[Signature]</i> Roy
13	Selina Sultana	IUCN	01711277660	<i>[Signature]</i> Selina
	/		/	/

Annex- 3: Photographs



Fig-1: Participants of 5th Lead Assessors Coordination Meeting



Fig-2: Open discussion



Fig-3: Country Representative is addressing the meeting



Fig-4: CNTE is delivering his comments