

Curriculum Vitae

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A. EDUCATIONAL BACKGROUND

- ◆ *M.Sc. (Master's in interdisciplinary Natural Resource Development and Management Program from Asian Institute of Technology (AIT), 1990/1991, Bangkok, Thailand.*
- ◆ *B.Sc. (Hons) Agriculture from University of Agriculture, Faisalabad 1984/1987, Pakistan*
- ◆ *Intermediate in Agri science from Institute of Agriculture and Animal Science (IAAS), Tribhuvan University 1979, Nepal*

B. WORKING EXPERIENCES AND FIELD OF EXPERTISE:

The experiences gained working through several international agencies in close coordination with relevant government institutions: I started my career working with Swiss Development Cooperation (SDC) in 1979, moved to CARE in 1988, DFID in 1994, CECI in 1995, GTZ in 1997, Oxfam in 1999, and continue in the UN system since 15 December 2003 in different positions. I was, in a team, leading the disaster response & preparedness initiatives at national level and supporting partners for an effective humanitarian response to the needy people during my tenure with UN System (2003 to 2021). A total of 36 years work experiences enriched my understanding on the following key sectors:

- ◆ *Project Management skills for an effective humanitarian programme development, implementation, monitoring and impact assessment particularly the projects related to disaster management and emergency responses,*
- ◆ *Long experience of office management including staff administration, recruitment, performance evaluation, budgetary planning, financial monitoring, international representation etc.*
- ◆ *Negotiation skills with non-state actors to create safe corridor for humanitarian responses/access and successfully demonstrated during the Conflict Period (1996-2006) in Nepal.*
- ◆ *Always remained as focal person to Government on behalf of International Agencies, more specifically UN to coordinate between Government and International partner agencies in the fields of disaster preparedness and effective responses; specifically demonstrated during the major earthquake 2015 in Nepal.*

C. Key Achievements

- ◆ *Integrated low cost bio-engineering approaches demonstrated as successful measures for landslide mitigation and soil conservation practices (FAO).*
- ◆ *Advocated for the establishment of Coordination Mechanisms at country level: Coordination among the National Authorities on DRR, joint Inter-Cluster coordination (2004 - 2015 in OCHA).*
- ◆ *Facilitated the process of preparing Emergency Custom Clearance Procedures for Nepal (OCHA).*
- ◆ *Active lead role for the development of National Strategy on Disaster Risk Management 2009 in line with Hyogo Framework for Action (HFA) and endorsed by Government. This document played important contribution in the recent Disaster Management Act 2018 (OCHA).*
- ◆ *Guidance Note for developing Disaster Preparedness and Response Planning 2011. As a result, all 75 districts have prepared District Disaster Preparedness and Response Plan (DDPRP) with the support of International humanitarian partners. Currently, all the districts have DDPRP and established the coordination mechanism at local level.*

- ◆ *National Disaster Response Framework (NDRF) 2013: The cluster mechanism is strongly endorsed and remained as strong tool to mobilize all humanitarian agencies for response coordination. It was very instrumental and proved as one of the important coordination tools during the 2015 major earthquake response in Nepal.*
- ◆ *Led the process of preparing “Common Assessment Tools 2015” which clarifies the steps of assessment and checklist for Initial rapid assessment.*
- ◆ *Establishment of Emergency Operation Centers (EOCs) at national, regional and district levels: OCHA led the process of establishing EOCs working with Ministry of Home Affairs and other humanitarian partners. Now, EOCs at national and district levels are the forum for response preparedness and response during crisis (OCHA).*

D. TRAINING and WORKSHOP

a) FAO: The Food and Agriculture Organization of the United Nations:

- *Training on Preparedness for Effective Crisis Response and Emerging Resilience Programming Opportunities for Asia and the Pacific during 4 to 6 July 2016 in Bangkok, Thailand*
- *Training Workshop for FAO Country Office DRR/Emergency Officers on Post Disaster Needs Assessment (PDNA) and Data/Information Management”; 15-18 May 2017 in Bangkok, Thailand*
- *Training on “Evaluation Planning and Management” March 30-31, 2017, USAID, Kathmandu*

b) UN OCHA: The United Nations Office for the Coordination of Humanitarian Affairs

- *United Nations Humanitarian Civil Military Coordination (UN CMCoord) Course, Oct 2012*
- *Disaster response exercise and exchange, organized by US Army Pacific and Nepal Army Sept 2013*
- *The OSOCC Training May 2013, Thailand*
- *ECHO disaster preparedness South Asia, 2011 –Kathmandu*
- *Basic Security in the Field!! (BSITF II) May 2012*
- *INSARAG Asia Pacific Earthquake Response Exercise, organized by OCHA, Geneva in Indonesia June 2012*
- *INSARAG Asia Pacific Regional Meeting - OCHA/INSARAG & SCDF Singapore, Sept 2013*
- *Emergency Response Roster (ERR) training, May 2012*
- *Life Line Communication Training May 2013 –BBC Media Action Nepal*
- *Disaster Preparedness Planning Training (DPPT) in Geneva May 2008, organized by UN OCHA*
- *Paper presented on “Model Customs Agreement” in DPPT in Geneva, May 2008*
- *Emergency Preparedness Forum (EPF) in Geneva May 2008, organized by UN OCHA*
- *Emergency Field Coordination Training “EFCT” organized by UN OCHA in Geneva, -2 weeks Nov'06,*
- *Advanced Training and workshop on Humanitarian Negotiations with Non-State Armed Groups facilitated by UNICEF Jan 2006*
- *Organized Log-Frame Exercise for "Humanitarian Assistance Information System, in Feb 2004, etc..*

c) Oxfam GB:

- *Humanitarian Simulation Exercise and Induction on the Protection Issues and International Humanitarian Law from Oxfam GB, Oxford, Feb 2003*
- *Cost Effective and Financial Management Training, Oxfam GB Oxford, November 2001,*
- *Impact Assessment, program monitoring and evaluation exercises, Dhaka (Oxfam GB),*
- *Project Management Training from Oxfam's Regional Management Center, Dhaka, Feb 2001,*
- *Manager's Development Training for 2 weeks by Oxfam UK in Delhi,*

E. SUMMARY OF EMPLOYMENT HISTORY			
Employer	Position	Period	Key Responsibilities
The FAO of the United Nations, Nepal	National Emergency Coordinator	01 July 2015-31 Dec 2021 (6.5 Year)	<ul style="list-style-type: none"> Responsible for supporting the operational and management aspects of project development, planning, implementing including the human resources to ensure the smooth implementation of the Earthquake recovery projects along with the COVID 19 containment measures including the management of returnee migrants due to current pandemic situation.
United Nations Office for the Coordination of Humanitarian Affairs UN OCHA Nepal	Disaster Management Specialist and Humanitarian Advisor	Dec 2003 till June 2015. (12.5 Year)	<ul style="list-style-type: none"> Responsible for Inter-agency preparedness and response planning, advocate humanitarian issues, support the UN Resident Coordinator for better preparedness through UN agencies, NGOs, host government authorities. Facilitate inter-agency contingency planning processes and advocate humanitarian issues and OCHA's policies with UN agencies, NGOs, host government authorities, local media and civil society at country level; etc..
Oxfam GB Nepal	Program Coordinator	Feb 1999 till April 2003 (4 years)	<ul style="list-style-type: none"> Manage supervision and monitoring of the humanitarian projects focusing livelihoods of disaster affected people as a lead person of the River Basin Program of Oxfam GB covering the basins of Ganga's in Nepal, India and Bangladesh.
GTZ / ChFDP GTZ/German, Nepal	Watershed Management Coordinator	Sept 1997 till Jan 99 (2 years)	<ul style="list-style-type: none"> Responsible for preparing the project plan and facilitate the implementation of the Pre-Feasibility Study (PFS) recommendations in line with project guidelines. The Coordinator is also fully responsible for achieving the objectives outlined in the Project Feasibility Survey (PFS) report in coordination with Government line agencies.
CECI/CIDA -Community Based Economic Development Project, Nepal	Senior Program Officer	1995-97 (2 years)	<ul style="list-style-type: none"> Selection of project areas and partners for implementing the natural resource management projects and cash crop promotion ensuring the sustainable livelihood of the rural people, Programme management includes project formulation, implementation, monitoring and evaluation and impact assessment, and Office management, etc.
Nepal UK Community Forestry Project, Nepal	Social Development Officer	1994-95 (2 years)	<ul style="list-style-type: none"> Participatory Planning, Monitoring, Evaluation of the project and relevant trainings required to achieve planned objectives, Coordinate with Government and communities to promote the community forest in three districts namely Myagdi, Parbat and Baglung in Nepal
CARE International Nepal	Agroforester (Officer)	1988-94 (4 years)	<ul style="list-style-type: none"> Manage Agricultural and Natural Resource (ANR) projects, watershed management activities in hilly districts, HR management, Monitoring, Reporting and Coordination with district line agencies.
<i>Swiss Association for Technical Assistance (recently called as SDC), Nepal</i>	Junior Technician	1979 –83 (4 years)	<ul style="list-style-type: none"> Act as District Site In-Charge for the Agronomy, Horticulture, Training sections in Dolakha district including office and staff management, and Lead seed production Program (cereal crops and nursery management of fodder and horticulture tree species.