

ASIF SHAHAB

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CAREER SUMMARY: Project Management professional with experience of working in **India (Bihar Assam, West Bengal & Karnataka) South Sudan and Nigeria** with a blend of professional qualification reflecting demonstrated experience of managing **USAID/OFDA, European Union/ECHO, DFID** programs focusing on **WASH, Shelter & Food Security** in Emergencies. Adept at formulating projects for Institutional Donors Agencies and its implementation with UN (UNICEF), INGOs, CSOs, faith based INGOs, Red Cross and Government.

Fairtrade Network of Asia and Pacific Producers (NAPP) 2019- 2020

Project Manager- EC-FPA, Asia Pacific Regional Office, India

- Leading the co-ordination and implementation of the Multi country **European Union-funded** Organizational Development project (**Monitoring, Evaluation & Learning/ IT, PMS, Team Building**) in 24 countries of Asia Pacific Region, working closely with the lead organization and partners to ensure all aspects of the project are fulfilled, including ongoing review and evaluation of progress against objectives.
- Exploring strategic alliances with partners/stakeholders for combining resources and capacities.
- Setting up and managing a sub-grant mechanism (excluding financial flows). Setting up and implementing Monitoring & Evaluation system (in consultation with NAPP's MEL and grants team and project partners) and liaise with external evaluator.

Bihar State Disaster Management Authority 2015- 2017

(Disaster Management Department, Government of Bihar, India)

State Project Officer-

- Coordinated the implementation of District Disaster Management Planning of the districts (Bihar) with mainstreaming of cross cutting issues **WASH, Livelihood** Children, Gender, Differently Abled, etc. in a close cooperation with District Disaster Management Authorities.
- Liaised with key line Departments (**PHED, Water Resources Department**, Rural Development, Agriculture, Health, etc.) for mainstreaming of Disaster Risk Reduction in their annual planning.
- Contributed in the development of Bihar DRR Roadmap based on **Sendai Framework on DRR**.
- Developing DRR & CCA project proposal for UN Green Climate Fund and also for National Adaptation Fund, Ministry of Environment Forest and Climate Change, Govt. of India.

Action Against Hunger (ACF) - USA 2014-2015

Rapid Response Expert- Nigeria

- Coordinated the implementation of **USAID/OFDA** funded Rapid Response Mechanism Programme focusing on **WASH (Installation of Hand Tube wells, Awareness generation on WASH and Hygiene Promotion, Cash Transfer, & NFI** in Nigeria.
- Maintained a coherent overview of humanitarian project implementation and performance against key indicators; monitoring budgets and have forecasting oversight of overall grant; and ensuring timely accurate sharing of information and lesson learning across grant objectives and with OFDA.
- Developed regular reports, including donor reporting and the Project Appraisal Tool, ensuring accurate data collection and timely submission.
- Led a team of 25 technical and non-technical staff of WASH and Food Security & Livelihood.

Médecins Sans Frontières (MSF)/Doctors Without Borders 2013- 2014

Deputy Field Coordinator, (Bihar) India

- Coordinated implementation of medical emergency program with Field Coordinator and 70 staff.
- Strategized the programme's priorities and objectives, the action plan, the chronogram and partnerships and drawing up programme and annual Action Plan with communication strategies.
- Implementation of MSF advocacy objectives at the local/project level, being in charge in particular of the relationship and the implementation of the joint activities with the State Government.
- Contributed to the preparation of the monthly reports along with communications strategies and to any other reference documents related with MSF representation and communication

Finn Church Aid (FCA), Finland

2013-2013

Humanitarian Coordinator, Juba, South Sudan

- Coordinated Ministry of Foreign Affairs, Finland supported Humanitarian Response program through local partner NGO focusing on Education, Livelihood, **WASH** and Emergency Preparedness in conflict areas of **South Sudan**.
- Responsible of regular donor reporting and attended technical coordination meetings in line with FCA internal rules and regulations, donor regulations and international humanitarian standards.
- Developed FCA's country humanitarian strategy for South Sudan in accordance with FCA's policies and guidelines as well as contributed to the overall regional programming and long-term planning.
- Actively participated and contributed in UN Emergency Preparedness & Education Cluster meetings.

UNICEF (United Nations Children's Fund)-Assam

2011- 2012

Emergency Officer- (International Civil Services Commission)

- Developed capacity building strategies for partners (government at the state and district level, civil society and community actors) and enhanced their capacity for emergency preparedness with special focus on children and women.
- Implemented **WASH in Emergencies** programme agreement with Oxfam India and RedR and carried out **WASH Capacity Assessment** of Public Health & Engineering Department.
- Implemented Child Protection and Education in Emergencies programme cooperation agreement with Save the Children.
- Maintained continuous, effective and strategic communication, consultation and liaison with other UN agencies, NGOs, and other partners to appeal for aid for children and women with special needs resulting from emergency situation for emergency response in all sectors.
- Closely worked with Assam State Disaster Management Authority, National Disaster Management Authority and UNOCHA in organizing City Emergency Management Exercise.

Welthungerhilfe

2009- 2011

ECHO Project Coordinator, West Bengal & Bihar (India)

- Coordinated and technically supported local partner NGO in implementation of **European Commission Humanitarian Aid and Civil Protection (ECHO)** funded Cyclone Aila in West Bengal & Bihar Flood Early Recovery Project (6,00,000 Euros) on community individual Shelters, Livelihood, Advocacy and **Community Based DRR**.
- Managed ECHO's budget and contract, ensured quality in M&E at the project level. Performed a full range of management functions all with the objective of ensuring successful implementation of project as per the project proposal, log frame, budget, guidelines and policies.

Adventist Development and Relief Agency (ADRA)

2008 – 2009

ECHO Project Manager- Bihar (India)

- Managed direct implementation of **ECHO** funded Bihar Flood Early Recovery Project (5,00,000 Euros) through **ADRA Germany** including budget and contract.

- Ensured implementation in line with the ECHO approved work plan and proposal, with ECHO compliance regulation and guidelines demanding that all ECHO's accepted procedures are in place and are strictly adhered as well as budgets.
- Coordinated the structural and nonstructural disaster mitigation activities Construction of 6 multipurpose Disaster Shelters, Livelihood (Livestock and Cash for Work), **WASH (180 Hand tube wells and awareness generation)**, Advocacy and **Community Based DRR**.
- Supervised a project team of 25 staff which included technical - (Civil Engineer, Livestock Specialist, WASH Specialist, M&E Officer, Advocacy Officer and Accounts Officer) and 19 other staff.

Indian Red Cross, Bihar

2006- 2007

State Disaster Management Coordinator

- Jointly appointed by Indian Red Cross, National Headquarters, New Delhi and its Bihar State Branch for developing project proposal for DFID funded Disaster Risk Reduction Programme and its implementation. Liaised and supported the 38 District Branches of Red Cross for effective collaboration and engagement in the organizational development with support from IFRC.

ACADEMIC DEGREE / DIPLOMA/ CERTIFICATE

- **Masters Degree in Disaster Management** from Sikkim Manipal University, India
- **International Diploma in Humanitarian Assistance** from Centre For International Humanitarian Cooperation, Fordham University, USA
- **Bachelors Degree in Business Administration** from University of Madras, India
- **USA visit program for advancing professional skill in Humanitarian Response:** Three week's certificate training program on "**Humanitarian Response to Crisis and Disasters**" in USA on individual nomination by U.S. Government (*Visit & Visa sponsored by U.S. Department of State*)

PROFESSIONAL TRAININGS (NATIONAL/INTERNATIONAL):

- **European Union** Project Management Training organized by EU Trainers in **Bonn, Germany**.
- **EU Engagement**, Advocacy with EU and EU Public Procurement Training in **Brussels, Belgium**.
- Regional Level Capacity Building Training for Professionals in implementation of **Sendai Framework** on DRR at Local Level in India organized by UNISDR (ONEA-GETI)
- PDNA Training by ADPC Bangkok & National Institute of Disaster Management, New Delhi in Patna.
- Disaster Recovery Planning Training for UNDMT members -International Recovery Platform, Kobe.
- UN Safe and Secure Approaches in Field Environments Training - UN Mission in Juba, South Sudan
- Training workshop on Climate Change Adaptation and Mitigation for the Officers of State Government Departments for accessing finance to UN Green Climate Fund Training.

Nationality-

Indian

Languages known-

English & Hindi (Read, Write & Speak)

Countries officially travelled-

USA, UK, Germany, Belgium, Finland, Nigeria, South Sudan, Kenya, Bangladesh, Thailand & Nepal

References-

Anil K. Sinha, IAS (Retd.)

Kuldeep Singh Chauhan

Ex-Vice Chairman

Ex- CEO

Bihar State Disaster Management

Fairtrade Network of Asia & Pacific Producers (NAPP)

Authority, Govt. of Bihar, India

Asia Pacific Regional Office, Bangalore, India

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