

iki cwiPh®I cny veIqK cıkÿY gıMDj

mweR ZËjeavb

KvRx mvin`j ingvb, vbvc`
tgt KvBQvi tiRfx, AKdvg-ıRıe

MËbv I mıúv`bv

bvi vqb Kzvi tFıgK
mgb Gm.Gg.G Bmj vg
nvmvb Av³vi ıgZv
G.Gm.Gg.gvmj j nvmvb
%mq`v Zvıbqv Bmj vg

Dcı`óv

Rvin` tıvımb

gjeU

wetkji th KqW t`tki ukiiiv Acjo`Z tek fvtM Zvi gta` evsj vt`k Ab`Zg| Avgvt`i t`tk Awki `ktKi tkl w`tk Acjo`Z tfvMv ukii nvi wQj 68 kZvsk| 2007 mtj Gtm Zv `uovq kZKiv 41 fvtM| 30 eQtii Awakkvj mgq atj Acjoi nvi KtqtQ gvI 27 kZvsk| A_P Acjo` `i Kivi Rb` RvwZmsN tNvW Z Omn`ta Dbqb j`y`gvIv Abhvqx 2015 mtj i gta` G nvi 34 kZvstK tbtg Avmte etj wbaFY Kiv ntqWj | Ab`w`tk Avgvt`i t`tk cZ NsUvq 3 Rb gv gvi hvq MfRvj xb RvUj Zvi KvitY; Gt`i AwakuskB Mtgi | ukit`i Acjo Ges MfRvj xb RvUj Zvq gvZgZi cAbv KviY nj `v`tmv I cjo m`utK`Avb I mtPZbZvi Afve| GKUzmtPZb ntj B Avgiv ukit`i m`v` wvDZ KitZ cwi Ges gvqt`i cneKij xb Ges MfRvj xb gZi tVKvtZ cwi | Gt`y`T `M` gvb`Ii Lv` wvvcEv wvDZ Kivi Rb` MpxZ Uevsj vt`tk NwYSO AvBjv `M` Gj vKvq Ri`ix Lv` wvvcEv I RweKvqb` cKti i AvI Zvq 42,2520 cwi evitK U`ckj`Yi weibgtq A_`c`v`bi Rb` ukii cwi PhP I cjo welqK ckkjY gwWDj cYqb GKW ht`vchP c`y`c| GB ckkjY মডিউলটি সঠিকভাবে ব্যবহার করে উন্নয়ন কর্মীগণ আইলা আক্রান্ত জনগণকে gv I ukii hZel cjo welq mtPZb Kivi gva`tg GKW eo aitYi Dbqb mgm`v mgvatb fvgKv ivL`Z m`yg nteb, cvkvcwk ckkj`Yi weibgtq A_`c`v`bi gva`tg G mKj `wi`a`M` gvb`Ii Lv` wvvcEv wvDZ nte| ckkjY gwWDj w cYq`bi mgq GKB Z_` bZb Kti bv wj`L weifbæmsMVb Gi, wetkl Kti, tKqvi evsj vt`k, wi K Gi weifbægwWDj t`tk h_vh_ tidvtiY Gi gva`tg msKj b Kiv ntqtQ| GQov GB gwWDj tek wKQzmxgve`Zv itqtQ| mgq Ges m`ut`i `f`Zvi Rb` welq`_tjv Mfxi fvt`e t`Lvi m`thvM nqwb| dtj wKQz wKQz m`ut`K`Z welq Avtj vPbvq Avtmwb| gvV ch`qi msuk` D`vniY, Qwe/tcv`vi/wdePvU`dvkKvW`w` tq welq`_tjv nqtZv Avtiv tervMg` Kiv thZ| Gme mxgve`Zv mtEj , Avkv Kwi , gwWDj w ukii cwi PhP welqW tevSvi ty`t` dj cAn-fvgKv ivL`Z m`qg nte|

m^oPC^oI

c^ovi bs

c^okyYi D^oi k^o

c^okyY c^ox^oiZ

c^okyY DcKiY

gj^o vqb c^ox^oiZ

c^okyY Kg^oPi

Ava^otekb 01: Lv^o " I c^oo

Ava^otekb 02: m^ol g L^oevi I Lv^o "vf^ovm

Ava^otekb 03: gvZ...^o " I wki i hZ^oe

Ava^otekb 04: wki i c^ooKi L^oevi

Z^o_m^of

gwWDj Gi Df'k

GB cikjY tkfI AskMhYKvi xMY iki cwi PhP I cjo welqK wbt³ welq₃ tjv ej tZ cvi teb I cij b Ki tZ D0k nteb-

- Lv` I cjo m³utK³avi Yv;
- iki i Acjo i Kvi Y;
- cjo i Afvte iki i kvixi K ywZ I tivMmgn;
- iki i Acjo `ixKi tY Ki Yiq;
- mylg Lv` i avi Yv;
- m` I `vgx Lvev i i Zj vbv gj K Avtj vPbv;
- Lv` vf`vm;
- Mf@Zx gvtqi Sjk;
- Mf@Zx gvtqi hZte
- cthwZ gvtqi hZte
- iki i hZte
- gvtqi etKi `p;
- iki i evowZ Lvev i;
- cjo gvb i yv Kti iki i Lvev i c³Z Kiv |

cikjY cxwZ

cikjY cxwZi gj wfwE nte GWve j wbs³ c0mm Gi Abjni Y hv wbf³ Kite wbt³ welq₃ tjvi Dcit

- AskMhYKvixt` i AwfAZv weibgg Ges `vbq Gj vKvi t0jZ wetePbv Kti ev`ewfwEK D`vni tYi D³wZ t` lqv |
- thLvfb m³e nvtZ-Kj tg A_ev Gj vKv cwi` k³bi gva`tg cikjYv_0` i D0k Kiv |
- cikjYtYi Df'k` c tY GB gwWDtj Dtj wLZ wFRq`vj tUbs gvtUwi qvj e`envi Kiv |
- cikjYtYi mgqKvj, AskMhYKvixt` i aiY, cikjYtYi m³te` tfbj wetePbv Kti wKQy Kv hRi AskMhYg j K cxwZi m³nvth` tKvm0 cwi Pwv j Z nte | h_vt
 - o Db³ wPŠi
 - o ckeDEi
 - o e³Zv Avtj vPbv
 - o c0k0
 - o Db³ Avtj vPbv
 - o tQvU `tj Avtj vPbv
 - o tRvov `tj Avtj vPbv
 - o AwfAZv weibgg

cikiY DcKiY

tcv÷vi tccvi/wdeukU, gvKf, mnvqK Z_, gv I iki i " " Ges cyó wélqK dtkKvW©I weimim mnvqKv, wfcKvW©, gw b tUc/WK wKε | GB cikiY wbt³ dtkKvW©I weimim mnvqKv e'envi Kiv thZ cvfi-

- 1 | gv I iki i " " Ges cyó wélqK dtkKvW©, tmsnv`©KgPx, tKqvi evsj v`k
- 2 | nvi i GjvKvi AwZ `wi`a RbtMvôxi Rb` " ", cwi"QbZv I cyó tmevq weimim mnvqKv, dW wmiKDwiuU di `v Avéi cy i Bb `v nvi i wivRqb (GdGmBDuc-GBP), tKqvi evsj v`k

gj`iqb cxwZ

- tgšmLK cikiDÉi
- chfeyY
- dj vdj wtkd Y
- gyw wguvi

iki cii PhPI cjo ielqK cikjY giMDj

AskMñYKvix- Òevsj vř` řk NwYSò AvBj v` MZ Gj vKvq Riãix Lv`" wbi vcËv I RxiKvqb mnvqZvò

cKři i DcKviřřvMxe,`

mgqKvj - 12 N>Uv

cikjY KgMPx

<i>w em</i>	<i>mgq</i>	<i>ielq</i>
cŭg	3 N>Uv	Avatekb-01: Lv`" I cjo
		1.1. Lv`" I cjo mřúřK©avi Yv 1.2. wki i Acjoi Kvi Y 1.3. cjo i Afvře wki i kvi xii K jvWZ I ři vMmgn 1.4. wki i Acjò `řxKi řY Ki Yxq
wřZxq	3 N>Uv	Avatekb-02: mřg Lv`" I Lv`" vřvm
		2.1. mřg Lvř`" i avi Yv 2.2. m`ř I `vgx Lveřři i Zj vbi gj K Avřj vPbv 2.3. Lv`" vřvm 2.4. Lv`" vřvm tgřb bv Pj vi Kvi řY kvi xii K jvWZmgn
ZZxq	3 N>Uv	Avatekb-03: gvZ.ř`ř I wki i hZ
		3.1. Mf@Zx gvřqi SřK 3.2. Mf@Zx gvřqi hZe 3.3. cřwZ gvřqi hZe 3.4. wki i hZe
PZZ©	3 N>Uv	Avatekb-04: wki i cjoKi Lvevi
		4.1. gvřqi eřKi `ř 4.2. wki i evowZ Lvevi 4.3. cjo gvb i jv Kři wki i Lvevi cřZ Kiv 4.4. cikjY ci eZřKg©wii Kři bv 4.5. cikjY gj `řqb

ৱিকি চ'ম্ৰ	আৱে'শন পৰিচালনা প্ৰক্ৰিয়া	ম'গ'গ
1.2	<ul style="list-style-type: none"> • ত'ক'ৱি ৱ'ব'স'জ'ব'ত' ক' গ'ি' GdGmBDৱ'c-GBP ক'ক'ি' ক'ক'x'z' n'v'l' i' G'j' v'k'v'i' A'w'z' `w'i' `a' R'b'i' M'v'o'x'i' R'b' `r' `r'`, c'w'i' "Q'b'z'v' l' c'p'o' t'm'e'v'q' w'e'm'm' m'n'w'q'k'v' n't'z' A'c'p'o'i' w'e'w'f'b'e'a'i'Y' w'e'l'q'k' ৱ'c'e'p'v'u'c'o' k'k' K'i'a'b', A's'k'M'o'h'Y'k'v'i'x'M'Y' Q'u'e't'z' ৱ'k' t' `L't'z' c'v'f' "Q' R'v'b't'z' P'v'b' Q'u'e't'z' c'o' ৱ'k'z' t'g'u'v'v', c'v'z'j'v', t'e't'u' G'e's' i'k't'b'v' ৱ'k'i'i' m'f' a't'i' R'v'b't'z' P'v'b' ৱ'k'i' `t'j'v'i' g't'a' " G' a'i't'Y'i' c'v' `f'k'i' K'v'i'Y' ৱ'k'? A's'k'M'o'h'Y'k'v'i'x't' i' g'z'v'g'z' m's'M'o'h' t'k't'l' A'c'p'o'i' K'v'i'Y' `t'j'v' m'p'u't'k'z'v'f' `i't'k' `^'Q' a'v'i'Y'v' w' `b' (m'p'e' n't'j' A's'k'M'o'h'Y'k'v'i'x't' i' a'v'i'Y'v'i' m'v'f' `w'g'w'j' t'q') 	40 ৱ'g'v'b'u'
1.3	<ul style="list-style-type: none"> • O'c'p'o'i' A'f'v't'e' ৱ'k' n'q'o' t'm' m'p'u't'k'z'v'f' `i't'k' `^'Q' a'v'i'Y'v' w' `b' G'ic'i' c'p'o'i' A'f'v'e'R'v'b'z' m'g'm'v' l' t'i'v'M'e' `w'a' m'p'u't'k'z'v'f' `i't'k' `^'Q' a'v'i'Y'v' w' `b' (m'p'e' n't'j' A's'k'M'o'h'Y'k'v'i'x't' i' a'v'i'Y'v'i' m'v'f' `w'g'w'j' t'q' l' e'v' `e' m'g'm'v'i' A'v't'j' v't'k') 	20 ৱ'g'v'b'u'
1.4	<ul style="list-style-type: none"> • A's'k'K'v'i'x't' i' 4w' `t'j' f'w' M' K'i'a'b' O'Ac'p'o' `i'x'K'i't'Y'i' D'c'v'q' K'x'o' Z'v' ৱ'b't'R't' i' `t'j' i' g't'a' A'v't'j' v'P'b'v' K't'i' e'o' `t'j' D'c' `v'c't'b'i' R'b' `e'j' b' • `j'x'q' K'v't'R'i' R'b' `m'g'q' G'e's' `v'b' ৱ'b't' `R' K'i'a'b' • দলীয় কাজ শেষে প্ৰত্যেক দলকে পৰ্যায়ক্ৰমে উপস্থাপনের জন্য আহবান R'v'b'v'b' • c'o'z'w' `t'j' i' D'c' `v'c'b' t'k't'l' A'b' `v'b' ` `j' t'k' g'z'v'g'z' c'k'v't'k'i' m't'h'v'M' w' `b' • `j'x'q' A'v't'j' v'P'b'v' t' `t'k' A'c'p'o' `i'x'K'i't'Y'i' D'c'v'q' `t'j'v' m'p'b'w' `k' K'i'a'b' 	40 ৱ'g'v'b'u'
	<ul style="list-style-type: none"> • A'w'a't'e'k't'b' t'h' m'e' w'e'l'q' ৱ'b't'q' A'v't'j' v'P'b'v' n't'q't'Q' Z'v'i' m'v'i'm's't' `c' G'e's' g'j' e'v'z'w'g'n' A'v't'j' v'P'b'v'i' g'v'a' `t'g' m'p'b'w' `k' K'i'a'b' • A'v't'j' v'P' `w'e'l'q' t' `t'k' c'k'e'k't'i' ৱ'k'LY' h'v'P'v'B' K'i'a'b' • ৱ'k'LY'm'g'n' e'v' `e'f' `t' `t' c'o'q'v't'M'i' R'b' `c'o'z'k'z' A'v' `v'q' G'e's' a'b' `e'v' ` R'v'b't'q' A'w'a't'e'k'b' t'k'l' K'i'a'b' 	20 ৱ'g'v'b'u'

Avatekibi gjevZi

- ფვი დმტი Rb" თგბ მვი ციკი Rb, tZგუი იქი ექ I ექი Rb" ციკი Rb ციკი Llevi |
- გვტი Mf^q tK ცუი eQi eqტი გტა B იქი ფიელ Z იბფ^q Kტი, Gmgq ციკი Llevi ბი ტტი ფიელ tZ იქი კვიქი K Ges ექი ი K t tK `ქ^q ნქ |
- მქი იქი Rb" ციკი ბ 3 აიტი- კუ³ `ვკ, q^qცი YKვი I ექი Kვი K, Ges ტი M ციკი ივა K Llevi ციკი Rb |
- Mf^q Zx გუ I იქი t i tK თი Kტი Llevi t`qv ციკი Rb |

მნივკ Z - 1.1

[thLvb t tK Z - ბივი ნტიტი-
 ციკი I t^q i ავი Yv Ges Avqgj K Kვი Ri ციკი Z, Avi Gguc, tKვი eisj v`k;
 Mvn^q A_ბი Z eB, Aóg tkYx;
 t^q I ციკი იტი გვი v, e^q K ცივი tKkY, 2005;
 ბე RvZტი K AZ`vek`Kxq ცუი PhP, იტი გვი v, tmf`v იტი tWb]

Lv` Kx?

Lv` Qvov Avgt` i Rieb ავი Y m^q e ბქ | t^q ბ^q b KvRKg^q Ges Pj vტი div Kivi Rb" მე j, ტი Mgy³ I მ^q `kixi ციკი Rb | მ^q `kixi eRvq იvLvi Rb" Avgiv hv იKQz tLტი _ვი K ZvB Lv` | Rტი ბი ცი იქი ციკი Lv` გვტი `ქ | eqm evovi მ^q _ მ^q _ Zvტი K tLტი Z ნქ ბი ბი Lv` - ფი Z, Wj , კვი K-მე W, გვი Q, გვი sm, Wg BZ`w` |

Lt` i Kiv

- kixi Mvბ I ექი მ^q აბ Ges y^q ცი Y;
- kixტი Zvck³ I Kg^q gZv თ^q Mvტი ბი;
- kixi ტი Mgy³ იvLv;
- Amy` kixi tK Aტი iM` j vტი f მნივკ Zv Kiv |

Lt` i Dcv`b

Avgiv thme Llevi LvB tm_ტი vტი K 3 ფტი M ფვი Kiv hvq | თგბ- კუ³ `ვკ Llevi, y^q ცი Y I ექი Kვი K Llevi I ტი M ციკი ივა K Llevi |



Qie: კუ³ `ვკ Llevi

iki cwi PhP I cyo nelqK cikY gWVDj



Qne: kixi epKviK I yqciYKviK Llevi



Qne: kixii tivM cizTivaKviK Llevi

Z_ mF: beRvZtKi AZvekKxq cwi PhP, wPigj v, tmf `v wPj tWb

G Llevi ,tjvi Avevi 6 aiYi Dcv`vb itqtQ | thgb-

kKpV RvZxq Llevi t kKpV RvZxq Llevi kixi kw³ thwMvq I KvR Kivi qIgzv evovq | Avgrt` i Llevti i gta` kKpVB cãvb | Pvj , Mg, fjev, Avj y wgnó Avj y wPvb, ,o, wPov, gyo BZ`w` kKpV RvZxq Llevi |



Qne: kKpV RvZxq Llevi

Z_ mF: `r` I cyo wPigj v, e`vK crevj tKkY, 2005

tZj ev t`æ RvZxq Llevi t tZj ev t`æ RvZxq Llevi kixi Zvc Drcv`b Kti I kw³ thwMvq | mqweb tZj , mwilvi tZj , wZtj i tZj , wN, gvLb, Wvj Wv, gvQ-gvstmi Pwe© ev`vg BZ`w` t`æ RvZxq Llevi |



Qne: t`æ RvZxq Llevi

Z_ mF: `r` I cyo wPigj v, e`vK crevj tKkY, 2005

Augl RivZiq Llevi t Augl kixti i ¶qc:Y Kti I t`tni ep× NUvq| me iKtgi gvQ, gvsm, wWg, Wvj , wkg, wkgexR, eiwU, gUi i wU, Pxbvew`vg, `pa, cubi, Qvbn BZ`w` tZ Augl AvtQ |



Qie: Augl RivZiq Llevi

Z` mF: `r` I cjo wPigj v, e`vK crewj tKkY, 2005

Lv`cW ev wFwngb RivZiq Llevi t wFwngb kixitK tivtMi nvZ t`tK i ¶lv Kti, ZvB GtK tivM cWZtivaK Llevi I ej v nq| wewfbwLlevt i wewfbw i Kg wFwngb AvtQ, thgb- wFwngb OGÕ, ÔneÕ, ÔmÕ, ÔwVÕ BZ`w` |



Qie: wFwngb RivZiq Llevi

Z` mF: `r` I cjo wPigj v, e`vK crewj tKkY, 2005

K. wFwngb OGÕ mKj cikvi Mvp meR itoi kvK-mewR, njy djgj thgb- MvRi, wgwõKgov cvKv tctc, cvKv Avg, KwVj BZ`w` tZ cPi cui gvtyY wFwngb OGÕ AvtQ| GQvovl gj v I tXj v gvQ, gvtyQi tZj , wWtgi Kmg, `pa I gvLtb ht_ó cui gvtyY wFwngb-G AvtQ |

wFwngb-OGÕi Afvte ivZKvbn tivM nq| Afve ciY bn ntj tivMx tkl chSIAÜ ntq thtZ cvti |

L. wFwngb ÔneÕ AtbK iKtgi wFwngb ÔneÕ AvtQ| Gt` i Afvte `wqyeK Aemv` , gvbwmK Aemv` , wRnYvq I tvutUi tKvYvq Nv BZ`w` AtbK iKg tivM t`Lv w` tZ cvti | tXwKQvUv Pvj , Wvj , A`wzi Z tQv v , kvKmemR BZ`w` tZ wFwngb ÔneÕ cvl qv hvq |

M. wFwngb ÔmÕ wFwngb wm PvgovtK gmY ivtL, `vtZi gwno gReZ Kti , mw`Kvuk bn ntZ mrvh` Kti | Mvp meR kvK-mewR I UK dtj cPi cui gvtyY wFwngb ÔmÕ cvl qv hvq | wFwngb ÔmÕ Zvtc bó ntq hvq | ZvB thme Llevi KwPv Lvl qv hvq Zv KwPv Lvl qvi Af`vm Kitj tewk DcKvi cvl qv hvq | wFwngb ÔmÕ kixti Rgv _vtK bn etj cWZw` b wFwngb ÔmÕ-hy³ Llevi Lvl qv cWqvRb |

N. wFwngb ÔwVÕ kixti gReZ MVtbi Rb` wFwngb ÔwVÕ `iKvi | GQvovl wFwngb ÔwVÕ w`tKU bvgK nvti tivM cWZtiva Kti | eo gvtyQi tZtj wFwngb ÔwVÕ AvtQ| `pa I `pa RivZiq Llevt i wKQy wFwngb ÔwVÕ cvl qv hvq | mthP Avtj v t`tK kw³ wbtq gvby wbtRi kixti wFwngb ÔwVÕ `Zwi Kti | ZvB cWZw` b wKQY tivt` i wbtP _vKv kixti i Rb` DcKvix |

LubR jeY t tj Sn, K`vj wmqvg, dmdivm, AvtqvWb BZ`w` Dcv`vb ,tj vtK GK mvt_ LubR jeY ej v nq | kixti LubR jeYi Afve ntj bvbv iKg tivM t`Lv t`q |

cyó mútk@vi Yv

Lveŧi i th „Yv„Y Avgvŧ`i tetP _vKvi Rb“, Pj vŧdiv Ges veirfbæti vM-evj vB †_†K i ýv cvl qvi Rb` `iKvi ZvB cyó | Avi th mKj Lveŧi i „†Y Avgvŧ`i kixi mý’, mej Ges tivMgyŧ _v†K tm mKj LveŧiK cyóKi Lveŧi eŧj | A†b†Ki aviYv `i ay`vgx Lveŧi cyógvb teuk _v†K | Avmtj Zv bq, me LveŧiB cyó Av†Q | †Zj Qvov thgb Mvvoŧ BwÁb P†j bv, †Zgvb cyó Qvov `ŧ`” fvj _v†K bv | ZvB `ŧ`” fvj ivLvi Rb” mevB†KB cyóKi Lveŧi tL†Z nte |



Qve: veirfbæi†Yi cyóKi Lveŧi

Z` mŧ: `ŧ`” | cyó wP†gvj v, e*vK cveŧj †KkÝ, 2005

mnvqK Z_'' - 1.2

[thme gwWDj t_tK Z_'' tbqv ntqt0-
cjo I t_t''i aviYv Ges Avqgj K KvRi cT wZ, Avi Gguc, tKqvi ersj v`k]

Acjo KviY

hviv tclUcji wZbtej v tLtZ cvq bv tKej ZvivB cjonxbZvq tFvM Ggb bq, eis hviv abvX'' Zvivi
cjo Avtbi Afrte Acjo i wKvi ntq _vK | Acjo cwb KviY _tj v nj -

- Lv'' Ges cjo m_uK mWK aviYv bv _vKv;
- cwigvY gZ tLtZ bv cviv;
- cwiewi K chq Amg Lv'' e>Ub;
- mj g Lvevi bv Lvl qv;
- mgqgZ bv Lvl qv;
- AvtqWbhy³ Lvevi bv Lvl qv;
- Acjo gvtqi mšib maviYZ Acjo nq;
- Nb Nb mšib tbi qv;
- AtbK tytI gvivZK AmLi KviY (nvg, Wvqvi qv, Avgvkq, UvBdtqW BZ''w) Acjo t`Lv
t`q |

mnvqK Z_'' - 1.3

[thme gwWDj t_tK Z_'' tbqv ntqt0-
cjo I t_t''i aviYv Ges Avqgj K KvRi cT wZ, Avi Gguc, tKqvi ersj v`k]

cjo AfieRibZ j yYmgn- I ti wMgn-

- kixi wKgZ evto bv;
- I Rb Ktg hvq;
- wKgZ gvwmK weKvk nq bv;
- wKgZ epxi weKvk nq bv;
- Mf@Zx gv I iki i nvZ cvtq cwb Avtm;
- kixi nwiCmvi ntq hvq;
- KvR Kivi ygZv Ktg hvq;
- gtb ivLvi ygZv Ktg hvq, epw wKgZ evto bv;
- i³ t`fZv t`Lv t`q (eK aodo Kti, Aí cwikog numctq Dtv, tPvLi cvZvi wbtPi Ask
mv`vU ntq hvq);
- Pvgov LmLtm ntq hvq, Pj i ay I jvj tP ntq hvq;
- ivZ Kvbv I AUZ; tivM nq (ivZ t`LtZ cvq bv, tNvj vU tPvL, tPvL i`cive Avtm);
- Mj MÜ tivM nq (Mj v dtj hvq);
- gL ev tVvUi tKvYvq Nv nq;

- ˘wvF^h;g;
- tKvqvukqiKi ev Mv tdvjv tivM nq;
- g'vivmgvm ev nvmÇmvi tivM nq;
- kixti i tivM cÖZtiva ygZv Ktg hvq|

mnvqK Z_'' - 1.4

[thme gwWDj t_ik Z_'' tbqv ntqtQ-
cjo l ˘v˘i aviYv Ges Avqgj K KvtRi cÖwZ, AviGguc, tKqvi evsj v˘k]

iki Acjo` iKifY KiYq

- wvqwgZfvte Llevi MÖY Kiv;
- kixti i ygqçY, kw³ cvl qv Ges tivM cÖZtivtai j tÿ'' mjg Llevi Lvl qv;
- cwigvY gZ Llevi Lvl qv;
- Mf@Zx gv l wki t` i tK teuk Kti Llevi t` qv;
- wki i Oq gvm eqtm evowZ Llevi t` l qv;
- wki tK 2 eQi eqm chS wvqwgZ gvtqi eKti `p Lvl qv tlv;
- wki tK cÖZw b 3 aitYi (kw³`vqK, ygqçY l ewxKviK, Ges tivM cÖZtivaK) Llevti Af`i Kiv;
- AvtqvmWbh³ j eY Lvl qv;
- Acjo i Afvte kixti tKvb tivM t` Lv w` t j wPwKrmv Kiv tlv l mv t_ cjo Ki Llevi teuk cwigvY MÖY Kiv;
- Lv t` i ˘Ygvb iyv Kti Llevi cÖZ Kiv|

আৱতেকব 02 : ম্যগ লেবি I ল্‌'ব্‌'ম

আত্‌জ'ৱ' ৱেলকে'য়

- 2.1. ম্যগ ল্‌'ব্‌'মি অবিয়
- 2.2. ম'ব্‌ I 'ব্‌গ ল্‌'ব্‌'মি i জ্‌'ব'ব'গ' K আত্‌জ'ৱ'ব'ব'
- 2.3. ল্‌'ব্‌'মি 'য়'গ'ব' i 'য়'ব' ক'বি 'ব' ক'ই'য়'ক'
- 2.4. ল্‌'ব্‌'ব'ম

ড'ই'ক' t

GB আৱতেকব ত্‌ক'ত' AskMhYKvi xMY- ম্যগ ল্‌'ব্‌'মি অবিয়, ম'ব্‌ I 'ব্‌গ ল্‌'ব্‌'মি i জ্‌'ব'ব'গ' K আত্‌জ'ৱ'ব'ব', ল্‌'ব্‌'মি 'য়'MZ গ'ব' i 'য়'ব' ক'বি 'ব'ক'ব' Ges ল্‌'ব্‌'ব'ম ম'ব'ত'ক'ে'জ' tZ I 'ব' b' k' tZ ম'য়'g' ন'ত'eb |

চ'x'ৱ'Z t

চ'ক'e'Đ'ei, 'b'v'p' 'p's'j, 't'lj'v, 'c'0'k'0, 'j'xq আত্‌জ'ৱ'ব'ব' |

চ'ক'q'Y 'Dc'k'i'Y t

t'c'v'÷'v'i 'w'z'b' i 't'0' 'A'v'k'v' 'P'v'k'v, 't'c'v'÷'v'i 't'c'c'v'i/'w'd'e'w'k'u, 'g'v'k'f'i, 'g'w'w'÷'b' 't'U'c'/'W'k' 'w'k'e' |

mgq t 3 N'v'U'v |

অধিবেশন পরিচালনা প্রক্রিয়া

ৱিকি চহি	আৱতেকব পরিচালনা প্রক্রিয়া	mgq
2.1	<ul style="list-style-type: none"> • আৱতেক'বি 'i'ia'Z AskMhYKvi'x' i 'M'Z 'R'v'b'v' K'k'j'w' ৱ'e'w'bg'q' k'ia'b' Ges 'w'k'LY 'D'c't'h'w'x' c'w'i' t'ek' 'Z'w'i' k'ia'b' • চ'k'ek'k' i 'A'v't'M'i' ৱ' t'bi' আৱতেক'বি ৱেল'q' I 'w'k'LY' m'v'ut'k'°'R'v'b't'Z' 'P'v'b' AskMhYKvi'x' i 'g'Z'ig'Z' I 'A'v't'j'v'P'b'v'i' g'v'a't'g' 'w'k'LY'm'g'n' 'u'0' k'ia'b' 	30 'w'g'u'b'u
	<ul style="list-style-type: none"> • AskMhYKvi'x' i 't'k' 'G'k'u'w' 't'lj'v'q' Ask'w'b't'Z' 'A'v'g's'y' 'R'v'b'v' • c't'e'°'A's'k'b'k'z' 'w'z'b' i 't'0'i' 'P'v'k'v'i' 't'c'v'÷'v'i'w' 'm'ev'i' 'm'v'g't'b' 'g'w'u't'Z' 'c'0'k'0' k'ia'b' • Ge'v'i' 'Z'v't' i 't'k' 'P'v'k'v' 'A'v'k'v' 't'c'v'÷'v'i' i '3' 'a'i't'Y'i' 'is' 'G'i' 'm'v't' 'c'w'i' 'P'q' 'k't'i' 'w' 'b' 't'h'g'b'-'j'j', 'n'j'j' I 'm'e'f' 'N'i' • G'i'c'i' 'Z'v't' i' 'K'v't'Q' 'R'v'b't'Z' 'P'v'b' 'P'v'k'w'u' 'w'k' 'P'j' t'e'? 'Đ'ei' 'A'v'm't'e' 'P'v'k'w'u' 'P'j' t'e' • Ge'v'i' 'P'v'k'v'i' 't'h't'k'v'b' 'G'k'u'w' 'is' 'm'w'i' t'q' 'w'b'b' 'Ges' 'e'j' 'p' 'h'w' 'P'v'k'v'i' 'G'k'u'w' 'Ask' 'b'v' 'v't'k' 'Z'v'n't'j' 'w'k' 'n't'e'? 'Đ'ei' 'A'v'm't'e' 'P'v'k'v' 'P'j' t'e' 'b'v' • Ge'v'i' 'Z'v't' i 't'k' 'e'p's't'q' 'e'j' 'p' 'c'0'z'w' 'b' 'A'v'g'v't' i' 'k'ix't'i' '3' 'a'i't'Y'i' ('k'w'°' 'v'q'k', 'j'q'c'÷'Y'k'v'ix' I 'e'p'x'k'v'i'k' 'Ges' 't'iv'm' 'c'0'z't'iva'k'v'ix') 'L'v'e't'i'i' 'c'0'q'v' 'R'b' 'w'k's'°' 'G'i' 'g't'a' 'h'w' 'G'k' 'c'k'v'i' 'L'v'e'v'i' 'b'v' 'L'v'b' 'Z't'e' 'k'ix't'i' i' 'w'k' 'w'k' 'A'm'p'e'ar' 'n't'e' 'Z'v' 'Z'v't' i' 'K'v'Q' 't'k' 'R'v'b'p' 'Ges' 'e'j' 'p' 'P'v'k'v'i' 'G'k'u'w' 'Ask' 'e'v' 'w' t'j' 't'h'g'b' 'P'v'k'v' 'P'j' t'e' 'b'v', 't'Z'g'u'b' 't'k'v'b' 'G'k' 'a'i't'Y' 'L'v'e'v'i' 'e'v' 'w' t'j' 'A'v'g'v't' i' 'k'ix'i' 	1 N'v'U'v

ইকLY চহু	আতেkb পরিচালনা প্রক্রিয়া	মগq
	Pj te br • metktl cŁZw b mevBtK 3 aitYi Lvevi Lvl qvi civgk b	
2.2	• AskMhYKvixt` i tK m` I `vgr `B aitYi cyoKi Lvevii Owe cŁk Ki ab • Gici cvkvcwk cŁwkZ GKB cyo gvbmeubOwe t` tK m` I `vgr Lvevi `tjvi `YMZ gvb wbtq Zj bvgj K Avtj vPbv Ki ab • GKB aitYi `vgr Lvevi bv tLtg cvtk cŁwkZ m` Lvevi tLtg `vgr Lvevii mgvb DcKviB Avgiv tctZ cwii tm nelquU Avtj vPbv Ki ab • metktl cŁZw b cyoKi Lvevi Lvl qvi civgk b	30 wguBU
2.3	• Avtj vPbvi gva`tg Lv` `Y iyvi Rb` Ki Yxq m`utKZvt` i tK `^Q avi Yv w` b	15 wguBU
2.4	• AskMhYKvixt` i tK 2wU `tj fvM Ki ab GKwU `j tK wbgq bv tgbt Lvevi Lvl qvi Kzj Ges Aci `j tK wbgq tgbt Lvevi Lvl qvi mpj m`utK`j xqfvte Avtj vPbv Kti Dc`vcb Ki tZ ej b • AskMhYKvixt` i tK `j xq Avtj vPbvi `vb I mgq wbañ Y Kti w` b • wbañi Z mgq tktl cŁZwU `j tK Dc`vcbti (tgwLKfvte) Rb` AvgšY Rvbvb • AskMhYKvixt` i Dc`vcbv t` tK wbgq tgbt Lvevi bv Lvl qv Ges wbgq tgbt Lvl qvi mjeav Amjeav wbtq Avtj vPbv Ki ab	30 wguBU
	• Awatekb th me nelq wbtq Avtj vPbv ntqtQ Zvi mvi mst`c Ges gj evZmgn Avtj vPbvi gva`tg mybw` Ki ab • Avtj vP` nelq t` tK cŁkKti wkLY hvPiB Ki ab • wkLYmgn ev`et` t` t` cŁqtMi Rb` cŁZkZ Av`vq Ges ab`ev` Rwbtg Awatekb tkl Ki ab	15 wguBU

Awaŋekŋbi gjevZŋ

- th Lveŋi kixŋi ŋqciY, eŋxmvab I tivM cŋZŋiva nq Ges kwi³ cvl qv hvq ZvB mŋg Lveŋi |
- mŋg Lveŋi gvŋb `vgx Lveŋi bq, Avgiv Avgvŋ`i Pvicvk ŋ_ŋK mnŋR m`ŋq mŋg Lveŋi ŋcŋZ cwi |
- Lveŋi `ŋ`i ŋŋŋq cjo cŋqvRb tenk; `ŋ`i Lveŋi `Zwi KiŋZ thŋq Avgiv Lveŋi cjo bŋ Kie bŋ |

mnvqK Z` - 2.1

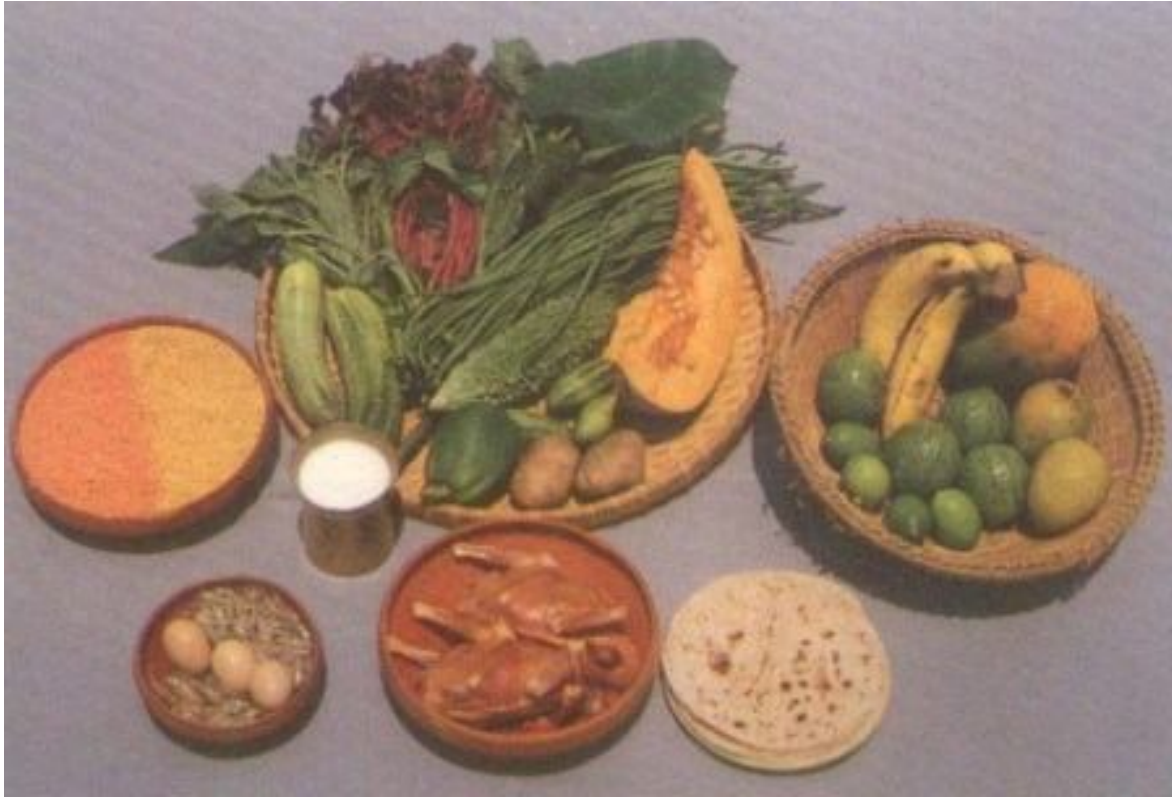
[thme gwWDj ŋ_ŋK Z` tbqv ntqŋQ-
 cjo I `ŋ`i aviYv Ges Avqgj K KvŋRi cŋwZ, AviGgic, ŋKqvi ejsj ŋ`k;
 gv I iki i `ŋ`i jv, gvKgxmnvqKv, cwi evi cwi Kŋ bŋ Awa`Bi]

mŋg Lv`i aviYv

th Lv`i cŋZw ŋbi kvixwiK Pvn`v Abŋvqx weŋfbaecŋKvi cjo Dcv`vb (ŋkZmvi, Avgvl, ŋ`e, wŋUwgb, LwbR jeY I cwb) A_ŋ kwi³vqK, ŋqciY I eŋxKviK I tivM cŋZŋivaK Lveŋi cwiŋgZ cwi gvY we`gvb _vŋK ZvŋK mŋg Lv`i etj | mŋ, mej, mŋ`i I bŋŋivM Rxb jvf Kivi Rb` mŋg Lveŋi MŋY Kivi nelqW Lŋ Riæx | Zŋe kixŋi cjo Pvn`v vbfŋ Kŋi eqm, wj ½, %wK KvWŋgv, %wK Ae`v, kŋgi gvŋ GB nelq_ŋjvi Dci | A_ŋ iki, wKŋkvi, w`bgRj, Wv`vi, wi KkvPvj K BZ`w` ŋckvi gvŋŋi mŋg Lv`i cwi gvY GK nŋe bŋ | weŋfbaeqm I ŋ`ŋi weŋfbaeAe`vq cjo Pvn`vi wfbzv ŋ`Lv hvq, thgb-`kkŋei Lv`i Zwiŋ Kvq ŋ`n eŋxŋ Rb` Avgvl, wŋUwgb I LwbR jeŋYi cŋqvRbxqZv tenk | Aveŋi cŋB eqŋm ŋqciY I iŋYvŋeŋYŋYi Rb` LwbR jeY, wŋUwgb I cwbi _iaZj tenk | eŋŋ`i Lv`i Zwiŋ Kvq tenk _iaZj w`ŋZ nŋe tivM cŋZŋiva, ŋ`n vbqŋY I iŋYvŋeŋYŋYi Rb` wŋUwgb, LwbR jeY I cwb BZ`w` Lv`i Dcv`vb_ŋjvi |

mŋg Lv`i cŋqŋb j jYvq nelq

- ŋ`ŋi Pvn`v Abŋvqx Lv`i Zwiŋ Kv cŋqŋb KiŋZ nŋe;
- Lv`i 6w Dcv`vb we`gvb _vKŋe;
- Dcv`vb_ŋjvi cwiŋgZ cwi gvY _vKŋe;
- tgŋmgx kvK-mewR I dj -gj w`ŋq Lv`i cŋZ KiŋZ nŋe | tgŋmgx Lv`i ZvRv I UvUKv etj D`Pgvmæubæŋq;
- evRvŋi mnŋR cvl qv hvq, m`ŋ Ges cjo gv mæubæweŋfbaeLveŋi w`ŋq mŋg Lv`i Zwiŋ Kv cŋqŋb KiŋZ nŋe |



Qre: mJg Lv''

Z_'' mF: gv I iki i 'r'' i yv, gvKgx'mniqKv, cwi evi cwi Ki bv Awa`Bi

mnvqK Z_'' - 2.2

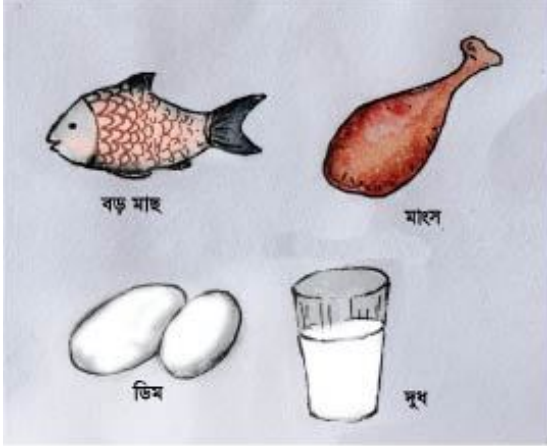
[thme gWDj t_ik Z_'' tbqv ntqt0-
cyó I 'r'' i avi Yv Ges Avqgj K KvRi c'wZ, Avi Gguc, tKqvi evsj v' k]

m`l I `vgx Lvefi i Zjubvj-K Avtj vPbv

Avgiv AtbtKB gtb Kwi cyóKi Lvefi i `vg tenk | wKŠ' Avgv' i GB avi YwU tgvfUB wK bq |
wbtpi QwetZ Avgiv GKB cyógvb m'ubæ`vgx I m`l Lvevi t` LtZ cwwQ | GKB aitYi `vgx Lvevi
bv tLtg Avgiv hw` cvtk c'wkZ m`l `vtgi Lvevi ,tjv LvB Zvntj `vgx Lvefi i mgvb DcKviB
Avgiv tctZ cwi |

vgx Lveri

m'i Lveri



mnvqK Z_ - 2.3

[thme gwWDj t_tK Z_ tbqv ntqtQ-
gv I iki i ^" Ges cjo wel qK cikjY gwWDj tKqvi eivj t`k]

Lv`i , Ygub i jv Kivi Rb` KiYq

- tenk Zvtc AtpKjY ati kvK-mewR I Zwi ZiKvix ivbæ Kitj wFuwgb euj vs`k bó ntq hvq |
- tXtK ivbæbv Kitj meR kvK-mewR I Zwi ZiKvixi Lv`gub AtpKUB bó ntq hvq |
- cwigY gZ tZj w`tq kvK-mewR ivbæ Kitj Lv`gub evto I Zv mn`RB kixi MhY KitZ cvti |
- kvK-mewR KvUvi AvtMB atq vbtZ nte Ges hZUv mæ eo eo UKtiv Kti KvUtZ nte, ZvtZ Lv`i , YvY eRvq _vtK |
- Lvevi Mig _vKv Ae`vZB cwi`tekb KitZ nte |
- Lvevi Aek`B fvj fvte tXtK ivLtZ nte, hvfZ gkv-gwQ, aj vewj I wewfbæti vMRxevY wgtZ bv cvti |
- ivbæ I Lvl qvi Rb` vbi v` cwib e`envi KitZ nte |
- Lvevi memgq cwi`vi _vj v ewUtZ cwi`tekb KitZ nte |
- Mf@Zx I `x`vbKvix gv Ges iki i cjo Pwin`v Abynvti Lvevi eUb KitZ nte |
- Avtqvwbh³ j eYi c`vtKU fvj fvte KutPi/gwUi/cwv`tKi cvt` tXtK ivLtZ nte | Avtqvwbh³ j eY Pj vi cvtk ivLtj Avtqvwvbi , YvY bó ntq hvq |

mnvqK Z_ - 2.4

[thme gwWDj t_tK Z_ tbqv ntqtQ-
cjo I ^"i aviYv Ges Avqgj K KvRi c`wZ, Avi Gguc, tKqvi eivj t`k;
Rieb `qZvgj K cikjY gwWDj , wi K]

Lv`vf`im

Lvevi Lvl qvi Af`im A_@ Lv`vf`im Ges vbgqKvbb Avgv` i kixti i Rb` Lp Ri`ix GKU wel q |
Lv`vf`im tgbt Pj tZ ntj Avgv` i tK vob`wZ wel q , tj v wKfvte tgbt Pj tZ ` i Kvi-

- mgqgZ Lvevi MhY Kiv;
- tenkjY Lwj tctU bv _vKv;
- mlg Lvevi Lvl qv;
- thme Lvevi tLtj etK ev tctU e`_v ev eK Ryj v Kti tmme Lvevi bv Lvl qv;
- nvj Kv Mig I UvUkv Lvevi Lvl qv;
- cPv, evmx Lvevi bv Lvl qv;
- %wbK ch³ cwib Lvl qv (10-12 Mum);
- mKvtj Lwj tctU KtqK Mum cwib Lvl qv |

Lv`vf`vm tgfb bv Pj tj KviY KviK jvZmgA

Lv`vf`vm tgfb bv Pj tj A_@ ^ wBK Lvevi Lvl qvi wbggKvbb tgfb bv Pj tj M'w÷K nZ cvti | GB M'w÷K t_tK axti axti Avj mvi I nZ cvti | M'w÷K j jY,tj v n"Q-

- tcU I eK Ryj v Kiv;
- gL UK UK fve Avmv;
- ewg fve Avmv ev ewg nI qv;
- Lvefi AiP nI qv;
- tctUi gvSLvfb e`_v I Dci w`tK Pvc mjo |

GtyfI KiYq

- mgqgZ Lvevi MhY;
- tenk mgq tcU Lwj bv ivLv;
- mlg Lvevi Lvl qv;
- evm Lvevi bv Lvl qv;
- tenk gmj v, Svj I tZj RzXq Lvevi Kg Lvl qv;
- c@i cwlb Lvl qv Ges mKvtj Lwj tctU KtqK Mm cwlb Lvl qv;
- VvUv `p Lvl qv;
- tctc Lvl qv;
- Wv³vfi i mvf_ thvMvthvM Kiv;
- M'w÷K nZj tmvWv Lvl qv GtKevfi B wK bq, GtZ jvZ nq |

আৱেতক 03 : গুৱাহাটীত ৱকি হেৰ

আৱেতক ৱেলে

- 3.1. Mf@Zx গুৱাহাটীত
- 3.2. Mf@Zx গুৱাহাটীত হেৰ
- 3.3. চহৰত গুৱাহাটীত হেৰ
- 3.4. ৱকি হেৰ
- 3.5. ৱকি কুি ৱকি ৱ

ডাঙৰ

GB আৱেতক তকৈ AskMhYKvixMY- Mf@Zx গুৱাহাটীত SJK I wec`wPy Ges SJKcyMtfp KviY, Mf@Zx গুৱাহাটীত হেৰ Mf@Zx গুৱাহাটীত চুৱে I Llevi, Mf@Zx গুৱাহাটীত i3vi Zv mgm`v mgvavtb KiYxq, Mf@Zx গুৱাহাটীত চহৰত কুি Kí bv, চহৰত গুৱাহাটীত হেৰ `»`vbKvix গুৱাহাটীত চুৱে I Llevi, beRvZK ৱকি হেৰ weiqmgn ej tZ I cyj b Ki tZ cvi teb |

চৰিত্ৰ

c0 k0, weikdY, Dbp wPśi, Avtj vPbv, tRvov `tj Avtj vPbv |

চক্ৰযুগল DcKiY t

gu I ৱকি i `v` Ges cy0 weiqk dtk KwW`tcv÷vi tccvi/wdewku, guKf, gw`b tUc/WK wKε, wj wLZ tcv÷vi tccvi |

mgq t 3 N>Uv |

অধিবেশন পৰিচালনা প্ৰক্ৰিয়া

ৱকি চৰিত্ৰ	আৱেতক পৰিচালনা প্ৰক্ৰিয়া	mgq
3.1	<ul style="list-style-type: none"> • আৱেতকৰি i i tZ AskMhYKvix`i i`wMZ Rvbvb Kkj w` weiqgq Ki ab Ges ৱকি Dc`hvMx cwi tek`Zwi Ki ab • চক্ৰে Kti AvtMi w`tbi Awatektbi weiq I ৱকি m`utK` Rvb tZ Pvb AskMhYKvix`i i gZvgZ I Avtj vPbv gra`tg ৱকি mgn`u0 Ki ab 	30 ugvU
	<ul style="list-style-type: none"> • Mf@Zx গুৱাহাটীত SJK weiqk dtk KwW`c0 k0 Ki ab, AskMhYKvixMY QwetZ wK t`L tZ cv`Q Rvb tZ Pvb Gfite Qwei gra`tg Mf@Zx গুৱাহাটীত SJK, wec`wPy Ges Mf@SJKi KviY`tj v e`vL`v Ki ab • c0qvRtb Mf@Zx gu tKv`vq tmev tctZ cvti b tm m`utK`avi Yv w`b 	20 ugvU
3.2	<ul style="list-style-type: none"> • Mf@Zx gu I Kw`LZ ৱকি i m`y`Zvi Rb` wK wK weiq hZetbl qv c0qvRb tm m`utK` c0k0 Kti c0Z`K AskMhYKvixi KvQ t`tK GKwU Kti c`qU msMh Ki ab • Gici Mf@Zx গুৱাহাটীত weiqk dtk KwW`c0 k0 Ki ab, AskMhYKvixMY QwetZ wK 	20 ugvU

ukLY chiq	Awatekb পরিচালনা প্রক্রিয়া	mgq
	<p>t`Ltz cvt"Q Rvbz Pvb </p> <ul style="list-style-type: none"> • AskMhYKvixt` i t`qv ctqtUi mvt_ Owei nelq,tj v wgwj tq t`Ltz ejp • Gici Avtj vPbvi gva'tg Mf@Zx gvtqi hZ@ cjo l cjoKi Lvevi, i'vivi Zv mgm'vq KiYxq Ges cthe cui Ki bv nelq,tj v m'utK@avi Yv `^Q Kiab 	
3.3	<ul style="list-style-type: none"> • cthwZ gvtqi hZ@nelqK dtkKvW@c0k@ Kiab, AskMhYKvixMY OmetZ wK t`Ltz cvt"Q Rvbz Pvb Ges Avtj vPbvi gva'tg cthe cieZ' mgtg cthwZ gvtqi hZ@Ges Zvi cjo l Lvevi m'utK@Zvt` i avi Yv wdeWktU/ tcv÷vti wj wce× Kiab 	
3.4.	<ul style="list-style-type: none"> • AskMhYKvixt` i tK tRiov `tj fivM Kiab • c0Z`K tRiov tK Avtj vPbv Kti beRivz wki i hZ@tbl qvi t'qtI wK Kiv DivZ Ges wK Kiv DivZ bq Zv wbi'cy Ki tZ ejp • Gici c0Z`K tRovi KvQ t_tK ctqU,tj v itb Avtj vPbvi gva'tg mwWK Z_mgn tcv÷vti wj wce× Kiab • hv AskMhYKvixt` i Avtj vPbvq Avtmwb A_@ ev` cto hvl qv nelq,tj v Avtj vPbv l hy@ Kiab 	
3.5.	<ul style="list-style-type: none"> • uk'it` i tivMe'wa nelqK dtkKvW@c0k@ Kiab, AskMhYKvixMY OmetZ wK t`Ltz cvt"Q Rvbz Pvb Gici 8 wU gvivZK tivM l tm,tj vi wUKv` vb m'utK@Avtj vPbv Kiab • Awatektb th me nelq wbtq Avtj vPbv n'qtQ Zvi mvimst'c Ges gj evZ'mgn Avtj vPbvi gva'tg mybw` @ Kiab • Avtj vP' nelq t_tK ctk@Kti wLY hvPvB Kiab • wLYmgn ev`bt'qtI c0qvMi Rb` c0Zk@Z Av`vq Ges ab`ev` Rvibtq Awatekb tkl Kiab 	20 wgnbu

- uc^oGKj v^oumqv Ges GKj v^oumqv ntj (Mf^oZx gw^ovi Mf^ovi^oYi 6 gv^omi c^oi D^oP i^o Pvc, nvZ cv dtj hvl qv Ges c^ote tc^oUb tM^otj Zv^oK uc^oGKj v^oumqv etj; Avi uc^oGKj v^oumqv mvt_ hw^o wL^oPvb nq Zv^oK GKj v^oumqv etj);
- i^o v^oi Zv (wt^ogv^oMweb 50% Gi wt^oP) t^o Lv w^o t^oj;
- M^of^ohgR ev^oPv _vK^otj;
- M^of^ocmbi cwivgvY tenk _vK^otj;
- c^ote^ogZ ev^oPv c^otei BwZnm _vK^otj;
- c^ote^oM^of^oev^oPv gviv wM^otq _vK^otj;
- c^ote^ovfweKfvte dj tei bv ntj nvZ w^o tq tei Kivi BwZnm _vK^otj;
- Awak mš^olb Rb^ot^o l qv eq^o gv;
- gv^otqi vfweK l Rb bv _vK^otj;
- gv Ac^oo^oZ fM^otj;
- gv gv^obmKfvte Amy^o ntj;
- wej w^oZ M^of^o(m^ote^o c^otei Zwi^oLi 14 w^o b c^oi l ev^oPv c^ote bv nl qv)
- M^of^o mvt_ Ab^ov^o mvaviY Amy^o thgb- nv^oU^o Amy^o wKw^obi Amy^o, Wvqvte^oUm, h^oz^ov, R^oUm Ges D^oP i^o Pvc BZ^ow^o _vK^otj;
- c^ote^omRw^oi qvb c^ote ntq _vK^otj |

mnvqK Z^o - 3.2

[thme gw^oDj t^o t^oK Z^o tbqv ntq^oQ-
 gv l w^oki i^o vf^o Ges cy^o mel qK cik^yY Kw^otmš^ov^o Kgm^oPx, tKqvi e^osj vt^o k;
 nvl i Gj vKvi AwZ^o w^o Rb^oMv^oxi Rb^o vf^o, cwi^o Qbz^ov l cy^o tmevq we^omm mnvqKv, GdGmBDwc-GBP cik^yY ,
 tKqvi e^osj vt^o k]

Mf^oZx gv^otqi hZ^o

Mf^oZx gv^otqi cy^o l Lvevi

M^of^omš^olb Gt^oQ eš^otZ c^oitj c^oZ^oK bvixi D^opZ mel q^oU cwi^oevi l vf^oKgx^oK Rvbt^obv| gv my^o _vK^otj M^of^o w^oki l my^o _vK^ote| Mf^oZx gv^otqi vf^o f^ovj ivLvi Rb^o wet^okl hZ^otbqv L^oe Ri^oax| w^oi^o gv^otqi tct^oU ax^oi ax^oi te^oto DWi Rb^o gv^otqi kixi t^o t^oK cy^o M^oh^oY K^oi | G Kvi^otYB Mf^oZx gv^otqi w^ot^oRi l M^of^o w^oki i Rb^o AwZ^owi^o cy^o c^oq^oRb nq| GB AwZ^owi^o cy^o Rb^o Mf^oZx gv^otK vf^owet^oKi t^otq A^otbK tenk cwi^ogvY Lvevi tL^otZ nte, w^o t^o Kgc^ot^oy cu^oPevi vf^owet^oKi t^otq tenk Ges cy^oKi Lvevi tL^otZ nte|

- my^o l mej w^oki Rb^o vt^obi Rb^o Mf^oZx gv^otK AwZ^owi^o Lvevi l c^opi cwivgvY c^omb tL^otZ nte|
- Mf^oZx gv^otK mKvj , `cy^o l iv^oZi Lvev^oi gvSLvt^o %wbK Kgc^ot^oy `b^o evi AwZ^owi^o Lvevi tL^otZ nte| A^oev vf^oweK Lvevi M^oh^oYi mgq wKQ^oUv K^oi AwZ^owi^o Lvevi tL^otZ nte|

- cÖZw` b mva`gZ kvK I memR, gvQ, Wvj , wWg, ev`vg, gvsm I `p tLtZ nte|
- cÖ w` b wFUVwgb ÖGÖ mgx nj` I Mvp meR i`oi djgj , Zwi ZiKvix I kvK thgb- cvKv tctc, cvKv Avg, cvKv KwVj , Kgj v, wgwö Kgov, MvRi, cß, cvj s, cvU, Kj gx kvK tLtZ nte|
- Mf®Zx gvtqi kixti AvtqvwVtbi Afve ntj Mtf® wki i kvixwi K I gvbwmK epx wKgz nq bv| ZvB Mf®Zx gvtK AvtqvwVbhj³ j eY tLtZ nte|
- Mf®Zx gv chwß cwi gvtY cwiKi Lvevi bv tLtj wki Kg I Rb wbtq RbWöY Ki tZ cvti | Kg I Rb wbtq RbVtbn wki i epx I epx Kg nq Ges gZi Sjk _vtK AtbK tenk|

Mf®Zx gvtqi cwiPh®

- GKRb Mf®Zx gvtK kvixwi K cixyvi Rb` cfiw Mf®vtj Kgcjy wZbevi `v`tkb`m`vtUj vBU wKwbtK/miKvix nvmcvZvtj /temiKvix wKwbtK ev nvmcvZvtj thtZ nte| kvixwi K cixyv Kivtbn ntj Mf®Zx gv Ges Zwi cwi evi Mf®vj xb my`Zv I wbi vct` mšib Rbf vti w el tq cÖqvRbxq Z` wKgz RvtZ cvi teb;
- Mf®Zx gvtqi wbgwZ w`w Lz kvixwi K cixyv , tj v KivtZ nte-
 - o gvtqi tctU wki wKgz AvtQ wK bv Zv t`Lv;
 - o gvtqi I Rb wKgz evotQ wK bv Zv t`Lv;
 - o i³Pvc (tckvi) I cvtq cwlb Avmv cixyv Kiv;
 - o m`e ntj i³Pvc I cÖkÖe cixyv Kiv|
- kvixwi K cixyvi wfiEtZ Mf®Zx gvtK `v`Kgx® KvQ t`tk civgk®öY Ki tZ nte;
- Mf®Zx gvtK wUw BbtRkKb w`tZ nte;
- Mf®vq tkvb RuUj Zv t`Lv t`qv gv` ZvtK wBKU` `v`tkb`a wbtq thtZ nte A_ev `v`Kgf civgk®btZ nte;
- cÖkyY cÖß tmev`vbKvixK (thgb- cÖkyY cÖß `vB, bvm`ev Wv³vi) w`tq cÖhe Kivtbi e`ev wbtZ nte;
- Mf®vq Ges chtei mgq Riwi wPwKrmvi cÖqvRb t`Lv w`tZ cvti | GRb` AvtM t`tkB cÖZ _vKtZ nte|

Mf®Zx gvtqi i³vi Zvi mgm`v I KiYwq

Mf®vq gv i³`fZvq fMjt wki i³ `fZv wbtq RbWq| dtj wki i `vfwek epx e`nZ nq| gvtqi kixti i³i cwi gvtY Kg _vKtj wki i gZi Sjk teo hvq| i³`fZv Mf®vitiYi AvtM _vKtj Mf®vq Zv Avtiv teo hvq| i³`fZv _vKtj cÖheKvtj ev Mf®vq tkvb Kvity i³yiy NUjt Zv eÜ Kiv KwVb ntq cto, GtZ gvtqi gZi Sjk teo hvq| i³`fZvi Kvity gvtqi cÖheKvj xb hšyv I RuUj Zv mn` Kivi kvixwi K ygZv Ktg hvh, hvi dtj klm Kó ntZ cvti | thme gvtq` i i³ `fZv _vtK Zvt` i Mtf® wki i I Rb `vfwek nvti evto bv| ZvB Mf®vq Avqi bhj³ Lvevi Lvl qv Lp Riwx|

Mf@Zx gñtqi i 3ví Zvi mgnv mgnv@b KiYxq

- Mf@Zx gñtqi tPvLi cvZv d'vKvfk n@q@Q wKbv cixÿv Kiv;
- Mf@Zx gñtqi wRnÿv l nvZi bL mv`vU ev nj t`tU n@q@Q wKbv t`Lv;
- i 3`f Zv tivta Mf@Zx l `x`vbKvix gñtK w@q@Z Avqib ewo l Avqibmgx Lvevi thgb-KPz dj Kwci cvZv, cvj s kvK, gUj kvK, Kwj Rv, wWg, gvO-gvsm, ZigR, Rvg, tLRj cñwZ tLZ nte;
- GQov AvUv, wPov, tQvj v, gvmKj vBtqi Wvj , KwVtj i wewP cñwZ Avqibmgx Lvevi tLZ nte|
- Avqib AvtQ Ggb Lvevi Lvlqvi ci wFwv@b OmO AvtQ Ggb dj thgb- tj ey Kgvj, Avgj wK, Rv@fv, KvgivOv, Rj cvB, tcqviv cñwZ tLj Zv i 3`f Zv tivta mnvqZv Kti;
- Mf@Zx gñtK Ww3v ti i civgk@Abhvqx Avqib ewo tLZ nte|

cñe cwi Kíbv

cñe cwi Kíbv i 5wU tgñwj K wetePbvi wélq n@Q-

- **mñw @ cñe tmevi `bt** AvtM t`tKB wmxvší wbtZ nte tKv_vq mšíb cñe Kivtbn nte (nvmcvZvtj /ewotZ) Ges tmfvteB cñwZ wbtZ nte;
- **mñw @ cñe tmev vbKvix** ewotZ cñtei cwi Kíbv ntj AvtM t`tKB GKrb cñkÿY cñB `ÿ avix wbePb Kitz nte th cñe tmev cñvb Kite| mšíb cñtei mgq thme wRwbm jvMte Zv cñZ ivLZ nte| thgb:
 - o weQv@q cvZvi Rb` cwi@vi i Kbv cñj w_b thvMvo Kti ivLv;
 - o ev`Pvi bvox KvUvi Rb` bZb telW thvMvo l RxevYgy3 Kti ivLv;
 - o ev`Pvi bvox ewavi Rb` 3 UKiv RxevYgy3 mÿv ivLv;
 - o nvZ tavqvi Rb` mvevb ivLv;
 - o ev`PvtK i Kivtbn l tgvovtbvi Rb` `B UKiv cwi@vi l i Kbv big Kvco thgb-cwi@vi kvwo, j w½ cñZ ivLv|
- **cwientbi ce@cñwZt** Ri@x cñqvRtb ev mgqgZ hvZvqvtZi Rb` wi Kkv/fvb cñZ ivLZ nte;
- **bm` mÁqt** Mf@Zx l cwievitK Mf@vitiYi i i@t`tKB bm` A_@mÁq Kitz nte hvZ th tKvb Ri@x cwi w`wZ tgvKvtej v Kiv hvq;
- **Dchÿ i 3`vZvt** Mf@Zxi GKB M@ci i 3`vZvtK AewZ Kti ivLZ nte, hvZ wect` i gñtZ@cñZ i 3 cvl qv hvq|

mnvqK Z_ - 3.3

[thme gwWDj t_tK Z_ tbqv ntqt0-
gv l iki i ^v^ Ges cwp nelqK cikjY gwWDj tKqvi evsj vt`k]

cñwZ gvtqi hZæ

gvtqi Ges iki i ^v^wEK ^v^ wdwi tq AvbtZ cñwZ gvtqi wetkl htZæ cñqvRb-

- mšib Rbvtbvi ci gvtK AšZ 6 Nulv vekog wbtZ nte;
- cñtei ci Awak i³ ^ve ev Ab` tKvb Kó ntj m½ m½ wPwKrmKtKi civgk⁹wbtZ nte;
- gvtqi wj^` _vKtj ev Ab` tKvb Kó ntj m½ m½ wPwKrmKtKi civgk⁹wbtZ nte;
- 6-8 Nulv vekog ci ev_iatg hvl qv, beRvZKtK eK tUt b tbqv BZ`w` KvR iia Kiv DWPZ;
- hZ ZvovZwo mæ nuUvPj v iia Kiv DWPZ | Zvntj wbtRtK my` gtb nte, gv nI qvi m_ AbfZ nte, cvqLvbv ev cñve KitZ Kg Amjeav nte, RivqfZ i³ l Ab`vb` ^ve Rgv bv t_tK mntR tei nZ cvti, dtj Rivqy`z tQvU ntq ^v^wEK Ae`vq wdti Avtm, iki vtZ i³ RgvU teta gvivZK jwzi mæebv Ktg hvq;
- tKvb Ae`vtZB 6 mšvtni AvtM gvtqf` i mæv^v^v^wEK KvRKg⁹iia Kiv DWPZ bq | G mgtq hZUv mæ vekog wbtZ nte | w` tbi tejv Lvl qvi ci Aek`B 2 Nulv Ngvv` i Kiv;
- fvix wRwbm tZvj v ev tvj v A_ev tenk cwi klogi KvR Kiv DWPZ bq;
- mšib Rbvtbvi w` b nvj Kv Lvevi w` tZ nte | Zte ciw` b t_tKB ^v^wEK Lvevi t` l qv DWPZ;
- gvtqi Lvevti tenk cwi gvty AvvgI, t`m, wFwvvgb, LubR c`v` Ges cñi cwi gvY Zij cvbxq _vKtZ nte;
- mšib Rbvtbvi 6-8 Nulv ci Ges Gici cñZ 4 Nulvq gvtqf` i wbtRi tPovq cñve Kiv DWPZ | Ab`_vq gñ naliite সহজেই জীবাণুর সংক্রমণ ঘটতে পারে;
- mšib Rbvtbvi cti tKvóKvWb` GKwU mvaviY mgm`v | tCU Ges tKvgti gvsmtckxi wkw_j Zv, Rbb0vi l Zvi Pricvtki e`_v BZ`w` Kvity cvqLvbv KitZ Amjeav nZ cvti | Zte ^v^wEK Lvevi l cñi cwv tLtj Ges ZvovZwo nuUvPj v iia Kitj G Amjeav` t nq;
- mšib Rbvt nI qvi ciciB Rbb0vi/gj 0vi Ges Zvi Pricvk cwi⁹vi mvevb cwv/ tWUj cwv w` tq atq cwi⁹vi Kvco ev m`wvUvix c`wW e`envi Kiv DWPZ | cñZevi cñve/cvqLvbv Kivi ci GKBfvte hZætbqv DWPZ | AtbKtjy`t Rbb0vti tmj vB t` l qv _vtK, tmty`t tenk mveavbZv Aej vB Kiv DWPZ;
- Rbb0vti tmj vB _vKtj mvaviYZ 5-7 w` tbi gta` Zv i wKtq hvq | hZw` b bv i tKvq ZZw` b cKti tMvmj Kiv DWPZ bq;
- ^tbi wetkl hZætbl qv DWPZ | cñZevi iki tK ^b t` l qvi AvtM cwi⁹vi cwv w` tq ^tbi teUv atq cwi⁹vi Kvco w` tq gñ wbtZ nq;
- cñZw` b AšZ wKQzyY Dcp ntq tkvqi Af`vm Kiv DWPZ | GtZ Rivqy ^v^wEK Ae`vtb mntR wdti Avtm;

- RbbØvi ev Zvi Pricvtk mšÍb Rtbñi mgq AZ"naK Pvc covq th AvNvZ j vtM, Zvi Rb" কয়েকদিন ব্যথা থাকতে পারে। যদি ব্যথা খুব বেশি হয় বা ক্রমশ বাড়তে থাকে, তবে দাঁড় **WPKrmfKi civgk®bl qv DvPZ**।

`y`vbKvixgtqi cjo I Llevi

- eřK ch®ß `pa Avmvi Rb" gtK cÖZw b GKUzevowZ Llevi tLřZ nře;
- Rtbñi ci t_řK iki hZw b chšÍeřKi `pa Lvře ZZw b chšÍgtK %wbK Kgctj 2 evi AwZwi³ Llevi tLřZ nře Ges "řfweK Lv" MðřYi mgql wKQlv AwZwi³ Llevi LvI qv c®qvRb;
- cÖZw b mva"gz gvQ, gvsm, Wvj , wWg, ev`vg, mxg, gUi"iW, Miæ/gwml/QvMj Gi `pa tLřZ nře;
- cÖZw b meř kvK-mewR I thřKvb dj LvI qv AZ"šÍDcKvix;
- cñřei 42 w řbi gřa"B `ř`vbKvix gv GKwU D"P řgZv mæubæwFUmgb ÖGÖ K"vcmj I wFUmgb ÖGÖ mgx Llevi, thgb- Mvp meř iřÖi kvK-mewR, njř dj gj- MvRi, wgwóKgov cvKv řcřc, cvKv Avg, KwVj BZ"w Lvřeb;
- ev"řv nIqvi ci 1 gvm cÖZw b 2 Uv Kři Avqib U"vetjU I I Avqibmgx Llevi thgb- KPř, dj Kwci cvZv, cvjs kvK, gUi kvK, Kwj Rv, wWg, gvQ-gvsm, Zigř, Rvg, tLRj cřwZ Lvřeb;
- `ř`vbKvix gv cÖZw b Llevři i mřř_ ivbvi mgq AwZwi³ ivbvi řZj A_ev mæe nřj Llevři i mřř_ mřgvb" wN Lvřeb;
- GQvov `ř`vbKvix gtK cři cwi gtřY cwlb I Zij Llevi tLřZ nře।

mnvqK Z" - 3.4

[thme gwWDj t_řK Z" řbqv nřřřQ- gv I iki i "ř" Ges cjo nelqK cikjY gwWDj, tKqvi evsj řřk]

beRvZK iki i hZæ

Rtbñi ci 28 w b chšÍiki řK beRvZK eřj | cñřei ci ciB beRvZřKi hřZæ evcřři mZK®vKřZ nře, thgb-

- beRvZKřK 10 wgbřřUi gřa" gřQřq i KřřZ nře I cwi®vi cwi "QbæKi řZ nře;
- beRvZKřK i Křbv Křco w řq řgrovřZ nře;
- beRvZKřK Dò ivLřZ nře;
- beRvZK iki řK gtřqi kvj `pa LvI qvřbv;
- Rtbñi ci ciB iki řK řMvmj Ki vřbv hvře bv;
- bvfxi hZæbřZ nře;
- řPvřLi I ZřKi hZæbřZ nře;
- mgqgz wJKv w řZ nře;
- beRvZřKi Lvivc j řY ev wec` wřY řLqvj ivLřZ nře।

beRvZtKi nec` evLvnc jÿYmgn

- Rtbñi cici kjm bv tbqv;
- Rtbñi ci bv Ku`v;
- wL@bx nl qv;
- AÁvb ntq hvl qv;
- kjm wbtZ ev QvoftZ Kó nl qv;
- kixti Zvc teto hvl qv;
- kixi WÜv ntq hvl qv;
- kixi njÿ iþ0i ntq hvl qv;
- bvfj jvj , bvfxtZ `MË ev cR_vKv;
- Pvgovq Nv-tdvmKv ev cRmn eo `vbw-jvj l tdvj v_vKtj ;
- AbeiZ ewg nl qv;
- tbwZtq cotj ev `vfwetKi tPtq Kg bovPov Kitj ;
- `pñ, AnbqvZ Ku`v ev Ku`tZ bv cvi tj |

Rtbñi ci ci hv KivDvPZ bq

- cv Dcti ati Dèv Kti beRvZKtK Sj vtbv;
- evPvtK _vào t`qv;
- evPvi kixti WÜv cvwb wOUvtbv;
- Kvtb A_ev bvtK evZvm t`qv;
- cvwbZ Pevtbv;
- etKi LuPvq Pvc t`qv;
- বাচ্চাকে পর্যায়ক্রমে গরম ও ঠান্ডা পানিতে চুবানো;
- Mf@j tK Mig Kiv;
- Mf@j i Atcyvq beRvZKtK tdjtj ivLv;
- gñL dyt`qv;
- Kvtb dyt`qv |

**G_tjv Kitj iki i DcKvitZv nteB bv eis iki i ÿwZ nte |

mnvqK Z - 3.5

[thme gwWDj t_tK Z_ tbqv ntqt0-

nvI i Gj vKvi AwZ `wi `aRbtMvxi Rb` `v`, cui "ObZv I cjo tmevq wevmm mnvqKv, GdGmBDvc-GBP cKí , tKqvi ersj vt`k]

iki tK wKv`vb

wki t i A t b K i K g t i v M e`wa ntZ cvti | Gi gta` m`utnwi Z wKv`vb KgPxtZ AvUwU tivtMi cZtIaK wKv/BbtRkKb AvtQ | wKv w`tq cZtIvathvM` GB tivM`_tjv nj - abpsKvi , wWct_wi qv, úwcs KwK, h²v, tcwjl I , nvg, tncvUvBwUm- we Ges tntgvdvBj vm BbdqAv-we | Móg Gj vKvq A`vqx wKvtK`^a`vcb Kti Gme wKv t`qv nq | GQvov `vqx wKv`vb tK`^athgb- DctRjv `v` KgtcK& tRjv m`i nvmcvZvj I tgvWtKj Ktj R nvmcvZvtj wKv t`qv nq |

<i>tivM</i>	<i>DcmM^Q j`yY</i>	<i>tivM cZtIaK wKvi bug</i>	<i>wKv t`qvi eqm</i>	<i>KZevi wKv w`tZ nte</i>
<i>abpsKvi</i>	G tivtM cÚtgB wki i tPvqj k ³ ntq hvq Zvi gL Lj tZ Kó nq dtI tm gvtqi `ya tLtZ cvti bv wLpwb t`Lv t`q Ges kixi wCQtbi w`tK abtKi gZ teitK hvq	wW wC wU	wki i 6 mBvn eqm t_tK 1 eQi chSÍ	1 gym ci ci 3 evi
<i>wWct_wi qv</i>	wki i Mj vi tFZtIi Astk GK ai tYi c`P cto Mj v dtj hvq, wki tLtZ cvti bv tmB mt½ kpm Kó nq Ges Rj I nq	wW wC wU	wki i 6 mBvn eqm t_tK 1 eQi chSÍ	1 gym ci ci 3 evi
<i>úwcs KwK</i>	Rj , mw`Aí KwK Ges tPvL jvj ntq DVw G tivtMi j`yY KwK `B mBvn ev Zvi tewk mgq `vqx ntZ cvti GKevi `ia ntj KwK Avi _vgtZ Pivq bv A t b K j`yY Kwki ci tktIi w`tK ewg ntZ cvti Ges Kd tei ntZ cvti wki i `g wbtZ I Kó nq	wW wC wU	wki i 6 mBvn eqm t_tK 1 eQi chSÍ	1 gym ci ci 3 evi
<i>h²v</i>	আক্রান্ত শিশুকে অত্যন্ত পীড়িত দেখা hvq wki GKUvbv Rji fM tZ _vtK Ges axti axti i wKtq `p` ntq cto I Rb Ktg thtZ cvti	wvmmR	wki i Rtbfi 1 w`b t_tK 1 eQi chSÍ	1 evi
<i>tcwjl I</i>	wki i cÚtg Rj Ges tmB mvt_gv_v, Nvo I gysmtckxtZ e`_v nq gysmtckxtZ e`_vi KvitY nvgv_wo w`tZ, `wovtZ ev nwtZ cvti bv wki `p` ntq cto wKQyv b ci nvZ ev cv `vqrfvte Aek ntq cto	I ivj tcwjl I f`vKumb (I wC wf)	wki i 6 mBvn eqm t_tK 1 eQi chSÍ	1 gym ci ci cÚg 3 evi wWwcuUoi mvt_ G f`vKumb tLtZ nq 4_` tWvR ntgi wKvi mvt_ w`tZ nq
<i>nvg</i>	Rj Avi mw`KwK wbtq nvg `ia nq tPvL jvj t`Lvq 3/4 w`b ci Mvtq jvj tP `vbv Dtv KtqK	nvg	wki i 9 gym eqm cY` nI qvi ci	1 evi

Awatekb 04 : ৷ki cŕKi Llevi

AvtjP' űelqe`jt

- 4.1. gvtqi eŕKi `ŕ
- 4.2. ৷ki i evowZ Llevi
- 4.3. cŕogvb iŕv Kŕi ৷ki i Llevi c`Z Kiv
- 4.4. cŕkŕY cieZŕKgŕcwi Kí bv
- 4.5. cŕkŕY gj`vqb

Dŕik` t

GB Awatekb tkŕl AskMŕYKvi xMY- ৷ki i Llevi űnmvte gvtqi eŕKi `ŕ I Ab`vb` evowZ I cŕoKi Llevi mŕúŕKŕej ŕZ I űelq, ŕjv cvj b Ges GKűV Kvhŕi Kgŕcwi Kí bv cŕŕqb KiŕZ cviŕeb |

c`wZ t

Dbŕŕŕ ৱPŠí, e`Zv Avtj vPbv, gyŕ Avtj vPbv, gW űgUvi |

cŕkŕY DcKi Y t

cŕ kŕ, űde ৷kU, ৱWŕŕKűZ ev I fij tkc ৱfc KűWŕ, cvgŕŕbU gvKŕŕ, gw`b tUc/WK ৷Kŕ, Kgŕwi Kí bvi QK, gW űgUvi QK |

mgq t 3 NűUv |

অধিবেশন পরিচালনা প্রক্রিয়া

৷LY chŕŕ	Awatekb পরিচালনা প্রক্রিয়া	mgq
4.1	<ul style="list-style-type: none"> • Awatekŕbi ŕiŕŕZ AskMŕYKvi xŕ`i ŕŕMZ Rvbvb Kkj ৱ` űewbgq Kiab Ges ৷LY Dcŕhvűx cwiŕek `Zwi Kiab • cŕkŕKŕi AvŕMi ৱ`ŕbi Awatekŕbi űelq I ৷LY mŕúŕKŕŕvbŕZ Pvb AskMŕYKvi xŕ`i gZvgZ I Avtj vPbvi gva`tg ৷LYmgn `úo Kiab 	30 űgűbU
	<ul style="list-style-type: none"> • beRvZ ৷kiŕK gvtqi eŕKi `ŕ Lvl qŕŕbv I Qq gym eqm chŠí ৷kiŕK i agvŕ gvtqi `ŕ Lvl qŕŕbv űelqK cŕkKűWŕ AskMŕYKvi xŕ`iŕK cŕvb Kŕi mevB hvŕZ ŕ`LŕZ cvq Zv ৱbűŕZ Kiab • AskMŕYKvi xMY QweŕZ ৷K ৷K ŕ`LŕZ ŕcŕŕŕQ Zv RvbŕZ Pvb • AskMŕYKvi xMY hvŕZ mnŕRB Zŕ`i gZvgZ RvbŕZ cvŕib tm Rb` cŕŕŕŕŕb 2/1űű űelq awiŕŕ ৱ`b • Gfŕte Qwe, ŕjv űetkŕŕŕi gva`tg ৷kiŕK kvj `ŕ Lvl qŕŕbv Ges 6 gym eqm chŠí i agvŕ gvtqi eŕKi `ŕ Lvl qŕŕbv mŕúŕKŕ Avtj vPbv Kiab 	30 űgűbU

4.2	<ul style="list-style-type: none"> • Oq t_ik PweYk gym eqm chSik i evowZ Llevi welqK dtkKwWAskMhYKvixt`i ik c0vb Kti mevB hvfZ t`Ltz cvq Zv wbu0Z Kiab • AskMhYKvixMY OmetZ wK wK t`Ltz tctqtQ Zv Rvbz Pvb • AskMhYKvixMY hvfZ mntRB Zvt`i gZvgZ Rvbz cvtib tm Rb` c0qRtb 2/1wU welq awitq w`b • Gfite Owe_tjv wetkdtYi gva`tg 6 t_ik 24 gym chSik gvtqi etKi `tai cvkvcwk wki ik evowZ wK wK Llevi t`lqv c0qRb Zv wPwYz Kti wWwKwZ (l fuj) wfc KvtW` wj wceX Kiab • Gevi wj wLZ wfcKW`_tjv tcv÷vti Ggbfite mrvbv hvfZ dtj i AvKwZ aviY Kti • Gici mrvrbv KwW`_tjv t`Ltz tKgb j wMto Rvbz Pvb Gt`l` DEi Avmte dtj i gZ • Gici ejb Avgiv hw` wki`i GB Llevi_tjv w`tz cwv Zvntj GiKg dtj i gZB Avgvt`i wki`i mY`l mY`i nte 	30 wguBU
4.3	<ul style="list-style-type: none"> • AskMhYKvixMYi KvtQ wki`i Rb` cyoKi Llevi wKfite `Zwi l cwitek b Kitz nq cke Kti Zvt`i DEi_tjv wctwk`U wj wceX Kiab Gici Avtj vPvi gva`tg Zvt`i aviYv `^Q Kiab • Gici wki`i Rb` cyoKi wLPro `Zwi tKskj m=utK`Zvt`i Zvt`i mvt_ Avtj vPvb 	30 wguBU
	<ul style="list-style-type: none"> • Awatektb th me welq wbtq Avtj vPvb ntqtQ Zvi mvmst`lc Ges gj evZ`mgn Avtj vPvi gva`tg mybw` 0 Kiab • Avtj vP` welq t_ik ckkKti wLY hvPvB Kiab 	30 wguBU
4.4	<ul style="list-style-type: none"> • eo `tj Avtj vPvi gva`tg ckkYy উত্তর কার্যক্রমগুলো ঠিক করুন এবং সেই অনুযায়ী mKtj i AskMhY GKwU Kg@wi Kibv (mrvqK Z_ 4.4) c`vqb Kiab 	10 wguBU
4.5	<ul style="list-style-type: none"> • mrvqK Z_ 4.5 Abhvqx ckkYy gj `vq`bi Rb` mKj AskMhYKvixtK AvgS`y Rvbv Ges gj `vqb c`wZ m=utK`mevBtK fvjvgZ AeMZ Kiab • ckkY`Yi AvRZ wLY fivel`tz KvtR j wMtbvi AwzKvti i Avtj vtK AskMhYKvixt`i `B একজন প্রতিনিধিকে প্রতিক্রিয়া জানানোর জন্য অনুরোধ Kiab • cwitktl Dwil cbvgj K e3ব্য প্রদানের মাধ্যমে সবাইকে ধন্যবাদ জানিয়ে প্রশিক্ষণ কার্যক্রম mgvB Kiab 	20 wguBU

Avatektbi gjevZi

- Rtbfi ci ci iki tk gvtqi etKi kvj `pa Lvl qvb | kvj `pa mjoKZfi Amxg `qvi `vb hv iki i kvixi K I gvbmK epxi Rb` LpB DcKvix |
- Oq gum eqm t tk gvtqi etKi `jai cvkvcvk iki tk cwievii mKtj hv Lvq tmBme `vfwek Llevi Lvl qvtbv `iKvi |
- 2 eQi chSiki tk gvtqi etKi `pa Lvl qvb |
- iki tk Llevi Lvl qvtbvi mgq Aek`B cwi`vi cwi`Qbzv eRvq ivLtz nte |

mnvqK Z` - 4.1

[thme gwWDj t tk Z` tbqv ntqtQ-gv I iki i `v` Ges cjo nelqK cik Kw`tmSnv`KgmPx, tKqvi evsj vt`k]

iki tk gvtqi etKi kvj `pa Lvl qvtbv

iki i Rb` gvtqi `paB tmiv Llevi | iki i c0qvRbxq cjo I kv3`vqK me,tjv Dcv`vb gvtqi `pa AvtQ | iki i kvixi K I gvbmK epxi Rb` gvtqi `pa LpB DcKix | beRvZ iki tk Rtbfi ci ciB kvj `pa Lvl qvtbv DvPZ | chteit cti KtqKw`b nuj Kv njy i tOi GKUz Nb th `pa Avtm ZvtKB kvj `pa etj | beRvZ iki i Rb` GB `pa LpB DcKvix |

- Rtbfi Avav NsUv A_@ 30 wgvbtUi gta` beRvZK iki tk kvj `pa Lvl qvtbv `iæKi tZ nte;
- kvj `pa beRvZtki kixti c0qvRbxq cjo thvMvq I tivM c0Ztiva ygZv evovq;
- beRvZ iki tk vPvb ev wqQixi mieZ, gayev cwb Lvl qvtbv DvPZ bq;
- `iagvT gvtqi `paB iki i vL`v I wccvmv tgtU;
- beRvZ iki hZ tevk gvtqi `pa Uvbte, gvtqi etK ZZ tevk `pa Avmte |

Oq gum eqm chSiki tk `iagvT gvtqi `pa Lvl qvtbv

- Oq gum eqm (180 w`b) chSiki tk `iagvT gvtqi `pa Lvl qvtZ nte;
- Oq gum eqm chSiki i Rb` tKej gvtqi `paB ht_ó;
- Rtbfi ci c0g Oq gum Zvi Ab` tKvb Llevi thgb- _ov `pa, kieZ, cwb tKvb wKQi c0qvRb bvB;
- Oq gum eqm chSigtqi `paB iki i vL`v I wccvmv tgtU | GB eqtmi iki i cjo c0qvRb, Zvi meB gvtqi `pa AvtQ;
- iki tk wvqvgZ gvtqi `pa Lvl qvtj Wvqvi qv I `w`Kvuk Kg nq;
- gvtqi `pa th Avvgl _vtK Zvi meUvB iki i kvixi K I gvbmK epxi Rb` Lp `iKvix;
- 2 t tk 4 NsUv ci ci A_ev iki i Pwn`v Abyvnti Oq gum eqm chSiki tk `iagvT gvtqi `pa Lvl qvtZ nte;
- GKB wvqvg ivtZl gvtqi `pa Lvl qvtZ nte;
- iki i Oq gum eqm chSigtqi `pa t tk KB c0qvRbxq cjo cvq etj GB mgq gvtqi I tevk tevk cjoKi Llevi Lvl qv LpB Ri`ix |

[thme gwWDj t^o t^o K Z^o tbqv ntqt^o-
gv I iki i ^o Ges c^oo nel qK cik^o Kw^o, tm^osnv^o Kg^o m^o Px, tKqvi evsj vt^o k]

Qq t^o t^o K P^oelk gum eqm ch^o iki i evowZ Llevi

- iki i eqm Qq gum cvi ntj B ZvtK gvtqi `jai cvkvcvnik evowZ Llevi w` tZ nte | Kvi Y G mgq iki i kvixwi K I gvbwmK ep^o nq, ZvB c^oo qvRb nq AwZwi³ c^oo i;
- Qq gum eqm c^oo ntj B gvtqi `jai cvkvcvnik w` t^o b `B t^o t^o K wZb evi evowZ Llevi w` tZ nte;
- eqm evovi mvt^o mvt^o iki i ^o f^o v^o meK ep^o x^o i Rb^o evowZ Llevi i cui gvYI evovt^o bv c^oo qvRb | hv^o I Rb wbtq t^o Lv hvq th, iki wKgz evot^o bv ev eqm Abjvqx Zvi I Rb Kg Zvntj ZvtK Nb Nb gvtqi `jai cvkvcvnik tenk tenk evowZ Llevi Lvl qvtZ nte;
- evowZ Llevi wnmvte w^o f^o b^o c^oo Ki Llevi thgb-
 - o Avj ym^o I Wvj PUKtq;
 - o Wvj ev `ja t^o f^o Rv^o t^o bv i wU;
 - o dtj i im I PUKv^o t^o bv t^o kxq dj, thgb- Kj v, t^o c^o c^o, KuVj, t^o c^o qv i v, Avg, Avbvi m BZ^o w^o;
 - o `jai cvtqm ev `ja w` t^o q ivb^o eKiv m^o R;
 - o big wm^o wVg;
 - o fvZ, gwW, wPov `ja w` t^o q big Kti t^o g^o L;
 - o kvK mewR, Pj, Wvj I tZj w` t^o q big wL Pvi ivb^o eKti;
 - o Ut^o g^o t^o Uv, gUi i wU, dj Kuc, mxg I Ab^o v^o kvK mewR f^o j Kti wm^o Kti PUKtq;
 - o Gme Llevi gvQ I gvsm I PUKtq t^o qv hvq;
 - o Llevi i mvt^o Avt^o qv w^o bh^o j eY w` tZ nte;
- evowZ Llevi i mvt^o iki t^o K ch^o b^o v^o b^o c^o w^o I Ab^o v^o Zij Llevi w` tZ nte;
- evowZ Llevi i cvkvcvnik gvtqi `ja Aek^o B evi evi Lvl qvtZ nte |

[thme gwWDj t^o t^o K Z^o tbqv ntqt^o-
c^oo I ^o t^o i avi Yv Ges Avqgj K Kv^o Ri c^o o wZ, Avi Gguc, tKqvi evsj vt^o k;
gv I iki i ^o Ges c^oo nel qK cik^o Kw^o, tm^osnv^o Kg^o m^o Px, tKqvi evsj vt^o k]

c^oo g^o b i yv Kti iki i Llevi c^o Z I cui tekb Kiv

iki i Llevi c^o Z Kivi mgq Avgiv A^o t^o K mgq bv e^o S Lv^o Y bo Kti t^o dvj | iki i Llevi c^o Z Kivi mgq Avgv^o t^o i t^o K w^o t^o Pi nel q^o t^o j v j y^o ivL^o tZ nte-

- Avj yf^o j Kti atq tLvm^o mn tK^o t^o U ivb^o eKti t^o tenk w^o f^o U w^o gb cvl qv hvq;

iki cwi Ph@l cwi nelqK cikjY gwWDj

- Abvb kvK-mewR KvUvi AvtMB atq vbtZ nte Ges hZUv mæe eo eo UKtiv Kti KvUtz nte, ZvtZ Lv`i Yv_Y eRvq _vtK;
- mewR tktU cwbtz teikjY wfwrtq ivLv hvte bv, KviY Gtz wFwngb bo ntq hvq;
- wx Kivi mgq mewR/ZiKvixtZ Aí cwb w`tq w`tz nte;
- wx Kivi ci hw` wKQzcwb Aekó _vtK Zv tdjt bv w`tq Wvj ev Ab` ZiKvix ivbwi mgq t`qv thtZ cvti | KviY Gtz c@i wFwngb _vtK;
- nwo-cwZtji gj_ fvj Kti tXtK ivbwi KitZ nte, Gtz meR kvK-mewR I ZwiZiKvixi Lv`gvb eRvq _vtK;
- teik Zvtc AtbKjY ati kvK-mewR I ZwiZiKvix ivbwi Kitj wFwngb euj vstk bo ntq hvq;
- cwigvY gZ tZj w`tq kvK-mewR ivbwi Kitj Lv`gvb evto I Zv mntRB wki i kixi MhY KitZ cvti;
- wWg Aí Zvtc wx Kiv DwPZ, Zvtjt big I mntR nRg nq;
- Wvj teikjY dlvjt Gi Lv` Y tetó hvq I wki i mntR nRg nq;
- fvZ ivbwi Kivi mgq gvo tdjv DwPZ bv | KviY fvZi gvo Lp cyóKi;
- wki i Lvevi Mig _vKv Ae`vtZB cwi tekb KitZ nte;
- Lvevi Aek`B fvj fvte tXtK ivLtz nte, hvfZ gkv-gwQ, aj vewj I wewfbæti vMRxevYy wgtZ bv cvti;
- wki tK Lvevi Lvl qvtbvi AvtM gvtqi `B nvZ Kwâ chSímvevb w`tq fvj fvte atq vbtZ nte;
- Lvevi memgq cwi`vi _vj v ewUtz cwi tekb KitZ nte;
- wki tK Aek`B wivc` cwb cvb Kivtz nte;
- wki i Lvevi c`Z Kivi mgq Avtqwwbhj` j eY e`envi KitZ nte |

iki i Rb` cwi Ki wLPwo c`Z c`vj x

DcKiYt

- Pvj - 180 Móg (3 QUvK);
- Wvj - 60 Móg (1 QUvK);
- tgšmgx mewR- 60 Móg (1 QUvK);
- tZj - 1 tUvej PvgP;
- Avtqwwbhj` j eY- cwi gvY gZ |

c`Z c`vj xt

c`tg Pvj I Wvj GKtT wgwktq atq vbtZ nte Pj vq w`tz nte | Pvj I Wvj wx ntq Gtj atq tktU ivLv mewR_ tjt v Wvj I Pvtj i gta` w`tq big Kti wx KitZ nte | bvgvtbvi AvtM GK tUvej PvgP tZj I cwigvY gZ Avtqwwbhj` j eY w`tq Njvbw w`tq NjvU big KitZ nte | GB mewRi mvt_ gvQ ev gvsmI t`qv hvq | GB wLPwo wki i eqm AbcvtZ Zij ev Avav Zij Kti %Zwi KitZ nte | wki tK c`g c`g GB Lvevi Aí cwi gvY Lvl qvtZ nte, Avt`Avt`cwi gvY evovtZ nte |

Z_ "m^l

RxebZ_ , BDwb^tmd, 2010

Rxeb `yZvgj K c^ok^yY gwWDj - 3, wi K

beRvZ^tKi AZ"vek"Kxq cwi Ph^l, wP^lgvj v, tmf `v wPj ^tWb

c^o I "v^l"i avi Yv Ges Avqgj K Kv^tRi c^owZ, i^lvj tgBb^tUb"vY tc^oM^og (Avi Gguc), tKqvi
evsj v^l k

dvkKvW^o- gv I wki i "v^l" Ges c^o, tm^lsnv`"KgmPx, tKqvi evsj v^l k

gv I wki i "v^l" i yv, gvWKgx^omnv^oqKv, cwi evi cwi K^l bv Av^l Bi

"v^l" I c^o wP^lgvj v, e^ovK c^oewj ^tKkY, 2005