

EUROPEAN COMMISSION



Humanitarian Aid

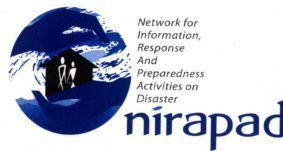


*Óeísj vř` k NıŃSo AvBj v` NŃ Gj vKvq Riáıx Lv`" vbıvcËv I
RweKvqb mnvqZıŃ cĳıı i DcKviřfMıř` i Rb`*

ıki cııPhıI cıı veIqK cĳııY gıııDj

RııB, 2011

Kwı Mıx mıřhwMıZıq



19/13, eıei tııW (ııPZj v),
eK-ııe, tıııııııı cıı, XıKıı-1207, eısj vř` k/
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iki cui Ph^oI c^o veI qK c^ok^oY g^oMDj

mwe^oR Z^oE^ojeavb

KvRx mwin`y i ngvb, ubi vc`
tgtv KvBQvi ti Rfx, AK^odv^o-^oR^oie

M^osbv I m^ouv`bv

bvi vqb K^ogvi t^of^ogK
m^ogb Gm.Gg.G Bmj vg
n^ovmbv Av³vi vgZv
G.Gm.Gg.gv^om^oy^oj n^ovmb
%mq`v Zvmbqv Bmj vg

Dc^ot`ov

Rvin` t^onv^omb

g^leÜ

we^tkⁱ th Kq^lU t^ltki ikiiv Ac^oñtZ tek t^lfiM Zvi g^ta^o eisj^lv^lk Ab^oZg| Avg^lv^li t^ltk
 Av^lki k^lki t^lkl w^ltk Ac^oñtZ t^lfiMv iki nvi w^lq 68 kZ^lsk| 2007 m^ltj G^lm Zv^l w^lvq
 kZ^lKiv 41 f^lv^lM| 30 eQ^lii Aw^lkKij mgq a^lti Ac^oñi nvi K^lt^lq^lQ g^lv^l 27 kZ^lsk| A^l_P Ac^oñ
 `i Kivi Rb^o Rv^lZmsN t^lNv^ll Z ðmn^l t^lã Db^lq^l j^ly^lg^lv^lAb^lgv^lqx 2015 m^ltj i g^ta^o G nvi 34
 kZ^lv^ltk t^lbtg Av^lte etj w^lba^lñY Kiv n^lt^lq^lQj | Ab^lir^l tk Avg^lv^li t^ltk c^lZ N^lUv^lq 3 Rb^o g^lv^l g^lvi
 hv^lq M^lf^lR^lv^lxb R^lUj Zvi K^lvi^lY; G^l i Aw^lK^lskB M^lõgi | iki^l i Ac^oñ Ges M^lf^lR^lv^lxb R^lUj Z^lvq
 g^lv^lZg^lZ^l c^lãvb K^lvi^lY nj t^lv^lt^lmev l c^oñ m^lãú^ltk^oAv^l l m^lt^lPZbZvi Af^lve| GKUzm^lt^lPZb n^ltj B
 Avg^liv iki^l i m^ly^l t^l w^lõZ Ki^lt^lZ c^lvi Ges g^lv^lt^lq^l i c^lñeK^lv^lxb Ges M^lf^lR^lv^lxb g^lZ^lt^lVK^lv^lt^lZ c^lvi |
 G^lt^ly^lt^l `M^lZ g^lv^lt^l i Lv^o w^liv^lc^lËv w^lõZ Kivi Rb^o M^lpxZ ðevs^lv^lt^ltk N^lWSo Av^lBj v^l `M^lZ G^lv^lK^lvq
 Ri^lix Lv^o w^liv^lc^lËv l R^lw^leK^lvq^l c^lk^lt^l i Av^l Z^lvq 42,2520 c^lvi ev^ltk ðc^lk^ly^lt^lYi w^lebg^lt^lq A^l
 c^lõ^lv^lbi Rb^o iki c^lvi Ph^l l c^oñ nelqK c^lk^ly^lY gw^lDj c^lq^lq^l GK^lU h^lt^lvch^l c^lt^lyc| GB
 c^lk^ly^lY মডিউলটি সঠিকভাবে ব্যবহার করে উন্নয়ন কর্মীগণ আইলা আক্রান্ত জনগণকে g^l l iki^l i hZ^le^l
 c^oñ nel^lt^lq m^lt^lPZb Kivi g^lv^lt^lg GK^lU eo ai^lt^lYi Db^lq^l mg^lm^lv mg^lv^lt^lb fi^lgK^lv i vL^lt^lZ m^ly^lg n^leb,
 c^liv^lcn^lck c^lk^ly^lt^lYi w^lebg^lt^lq A^l_c^lõ^lbi g^lv^lt^lg G mK^lj `wi^l `a^l `M^lZ g^lv^lt^l i Lv^o w^liv^lc^lËv w^lõZ
 n^lte| c^lk^ly^lY gw^lDj w^l c^lq^lt^lbi mgq GKB Z^o bZ^l K^lti b^lv^l w^lij t^lL w^lir^lf^lb^lamsM^lVb Gi, w^let^lkl K^lti,
 t^lK^lq^lvi eisj^lv^lk, w^li K Gi w^lir^lf^lb^leg^lw^lDj t^ltk h^l_v^l_ t^lid^lti^lY Gi g^lv^lt^lg m^lsK^lj b Kiv n^lt^lq^lQ|
 GQ^lrov GB gw^lDj tek w^lKQz^lixg^lv^le^lxZv i t^lq^lQ| mgq Ges m^lãú^l i t^lf^l Zvi Rb^o nelq^l t^lv M^lf^lxi f^lv^lte
 t^lLvi m^lt^lh^lv^lM nq^lib| dtj w^lKQz^lixg^lv^le^lxZ nelq Av^lt^lvP^lbvq Av^lt^lm^lib| g^lv^l ch^lq^li m^ls^lik^l D^lvni^lY,
 Q^lw^le/t^lcv^l÷vi/w^ldeP^lvU^lP^ldv^lkK^lvW^lir^l t^lq nelq^l t^lv nq^lt^lZv Av^lt^liv tev^llMg^l Kiv thZ| Gme m^lixg^lv^le^lxZv
 m^lt^lË^ll, Av^lkv K^lvi, gw^lDj w^l iki c^lvi Ph^l nelq^lU tev^lSvi t^ly^lt^l dj c^lñ-f^ligK^lv i vL^lt^lZ m^lg^ln^lte|

m^oPc^oI

c^ov bs

c^okyYi D^oI k^o

c^okyY c^ox^oZ

c^okyY DcKi Y

gj^ovqb c^ox^oZ

c^okyY Kg^oPx

A^oatekb 01: Lv^o I c^o

A^oatekb 02: m^oyg L^oevi I Lv^ovf^ovm

A^oatekb 03: gvZ^o I iki i hZ^o

A^oatekb 04: iki i c^oKi L^oevi

Z^om^o

gw^lDj Gi D^ti k^o

GB c^ok^oY t^ol AskM^hYKvi MY iki cwi Ph^l c^o welqK ³ welq^o, t^o v ej t^o Z c^o v t^o b l c^o v b Ki t^o Z D^o n t^o b-

- Lv^o l c^o m^oú t^o K^o av^o Yv;
- iki Ac^o i K^o v^o Y;
- c^o Af^o t^o iki k^o v^o K^o y^o l t^o v M^o g^o;
- iki Ac^o ` h^o Ki t^o Y Ki Y^o q;
- m^o y^o Lv^o t^o i av^o Yv;
- m^o l l ` v^o g^o L^o v^o t^o i Z^o v^o b^o g^o j- K Av^o t^o v P^o b^o;
- Lv^o v^o f^o v^o m;
- M^o f^o Z^o g^o v^o t^o q^o S^o y^o K;
- M^o f^o Z^o g^o v^o t^o q^o h^o Z^o e;
- c^o h^o v^o Z^o g^o v^o t^o q^o h^o Z^o e;
- iki h^o Z^o e;
- g^o v^o t^o q^o e^o t^o Ki ` s^o;
- iki ev^o v^o l Z^o L^o v^o i;
- c^o v^o g^o v^o b i y^o v K^o t^o i iki L^o v^o i c^o t^o Z K^o v^o l

c^ok^oY c^o v^o l Z

c^ok^oY c^o v^o l Z^o g^o j- v^o f^o v^o n t^o e G^o v^o v^o e j v^o b^o c^o l^o m^o Gi Ab^o y^o i Y h^o v^o l b^o f^o K^o t^o e ³ welq^o, t^o v i D^o c^o i t

- AskM^hYKvi t^o i Av^o f^o Á^o Z^o v v^o e b^o g^o Ges^o v^o b^o x^o q G^o j v^o K^o v^o t^o c^o l^o t^o Z v^o e t^o e P^o b^o v K^o t^o i ev^o l v^o f^o v^o E^o K D^o v^o n i t^o Y i D^o v^o l Z. t^o l q^o v^o l
- th^o Lv^o t^o b m^o e n^o v^o t^o Z- K^o j t^o g A^o _ ev G^o j v^o K^o v^o c^o v^o l ` k^o f^o b^o i g^o v^o t^o g c^o k^o Y v^o _ t^o i D^o o^o Y K^o v^o l
- c^o k^o Y t^o Y i D^o t^o i k^o c^o i t^o Y GB gw^l D^o t^o j D^o t^o j l Z v^o f^o R^o g^o v^o j t^o U^o l^o b^o s g^o v^o t^o U^o v^o i q^o v^o j e^o v^o n^o v^o i K^o v^o l
- c^o k^o Y t^o Y i m^o g^o q^o K^o v^o j, AskM^hYKvi t^o i a^o i Y, c^o k^o Y t^o Y i m^o e t^o t^o f^o b^o y v^o e t^o e P^o b^o v K^o t^o i v^o K^o Q^o y K^o v^o h^o R^o i AskM^hYg^o j- K c^o v^o l Z^o m^o v^o v^o t^o h^o t^o K^o v^o m^o l c^o v^o i P^o v^o j Z n t^o e l h^o _ v^o t
 - Db^o t^o v^o v^o P^o Š^o l
 - c^o k^o e D^o E^o i
 - e^o Z^o v Av^o t^o j v P^o b^o v
 - c^o l k^o l
 - Db^o t^o v^o Av^o t^o j v P^o b^o v
 - t^o Q^o v^o l ` t^o j Av^o t^o j v P^o b^o v
 - t^o R^o v^o v^o l ` t^o j Av^o t^o j v P^o b^o v
 - Av^o f^o Á^o Z^o v v^o e b^o g^o q

c^okyY DcKiY

tcr÷vi tccvi/wdeikU, gvK^o, mnvqK Z₋, gv I iki i "ŕ" Ges c^oo nel qK d^otkKvW^ol weimim mnvqKv, wfcKvW^o, gw^o-b tUc/WK wKε| GB c^okyY w^ob^o d^otkKvW^ol weimim mnvqKv e^oenvi Kiv th^oZ cv^oi-

- 1| gv I iki i "ŕ" Ges c^oo nel qK d^otkKvW^o, t^omšni^o Kgm^oPx, tKqvi eisj v^o k
- 2| nvl i GjvKvi AwZ `wi`^a Rb^otMv^oxi Rb^o "ŕ", cwi "Ob^oZv I c^oo tmevq weimim mnvqKv, d^o w^omwKD^ovi w^o di `v Av^o c^oyi Bb `v nvl i wi w^oRqb (GdGmBD^ouc-GBP), tKqvi eisj v^o k

gj^oiqb c^oxwZ

- tgš^oLLK c^okaD^oEi
- ch^oeyY
- dj v^odj w^otk^oY
- gw^o w^oUvi

iki ciiPh®I cɔɔ ɯelqK cɔkɔY gɯɯDj

AskMhYKvi x- 0eivj vɔ ɔk NwYSo AvBj v ɯZ Gj vKvq Ri ɔi x Lv ɔ ɯbi vcEv I RɯieKvqb mɯvqZv0

cKɔi i DcKvi ɔfiMɯeɔ

mgqKvj - 12 NɔUv

cɔkɔY KgɯPɔ

<i>w em</i>	<i>mgq</i>	<i>welq</i>
cɔg	3 NɔUv	Awatekb-01: Lv ɔ I cɔɔ
		1.1. Lv ɔ I cɔɔ mɔuɔK ɔavi Yv 1.2. iki i Acɔɔi Kvi Y 1.3. cɔɔi Afite iki i kvi ɯi K yɯZ I ti vMmgn 1.4. iki i Acɔɔ ɔ hKi ɔY Ki Yvq
wZvq	3 NɔUv	Awatekb-02: mɯg Lv ɔ I Lv ɔvɔm
		2.1. mɯg Lv ɔ i avi Yv 2.2. m ɔ I ɔvgx Lveɔi i Zɔvbigj-K Avɔj vPbv 2.3. Lv ɔvɔm 2.4. Lv ɔvɔm tɔtb bv Pj vi Kvi ɔY kvi ɯi K yɯZmgn
ZZvq	3 NɔUv	Awatekb-03: gvZ.ɔ.ɔ I iki i hZ
		3.1. MfɔZx gvɔqi SɯK 3.2. MfɔZx gvɔqi hZɔ 3.3. cɔhZ gvɔqi hZɔ 3.4. iki i hZɔ
PZZ®	3 NɔUv	Awatekb-04: iki i cɔɔKi Lvevi
		4.1. gvɔqi eɔKi ɔ 4.2. iki i evɯZ Lvevi 4.3. cɔɔgɯb i yv Kti iki i Lvevi cɔZ Kiv 4.4. cɔkɔY cieZ®Kg ɔcɯi Ki bv 4.5. cɔkɔY gj ɔvqb

Awaṭekb 01 : Lr̄ " I cṽṽ

AvtjvP̄ w̄l qē-ly

- 1.1. Lr̄ " I cṽṽ m̄úṭK̄avi Yv
- 1.2. wk̄i i Acṽṽi Kvi Y
- 1.3. cṽṽi Afv̄ṭe wk̄i i kv̄i x̄i K̄ ȳw̄Z I tivMmgn̄
- 1.4. wk̄i i Acṽṽ ḥ̄K̄i ṭY Ki Yxq

Dṭīk̄ t

GB Awaṭekb tk̄l AskM̄h̄YKvi x̄MY Lr̄ " Kx, Lv̄ṭ "i KviR, Lv̄ṭ "i Dcr̄ vb, cṽṽ m̄úṭK̄avi Yv, wk̄i i Acṽṽi Kvi Ymgn̄ Kx, cṽṽi Afv̄ṭe wk̄i i wk̄i K̄ kv̄i x̄i K̄ ȳw̄Z I tivM nq Ges wk̄i i Acṽṽ ḥ̄K̄i ṭY Ki Yxq w̄l q̄, ṭjv Kx tm̄ m̄úṭK̄ej ṭZ I tm̄, ṭjv cvj b Ki ṭZ cvi ṭeb|

c̄x̄w̄Z t

D̄b̄ṭ̄ ṽP̄š̄l, c̄k̄æD̄Ēi, c̄l̄ k̄Ṭ, ḥ̄j xq Avtj vP̄bv|

c̄k̄ṭ̄Y DcKi Y t

ṭcr̄÷vi ṭccvi/w̄d̄c̄w̄k̄U, gv̄K̄ṭ̄, ṭK̄qvi evsj ṭṭ̄ k̄ Gi GdGmBDw̄c-GBP c̄K̄i c̄ṽ̄x̄Z nvl i Gj v̄Kvi Aw̄Z ḥ̄w̄i ḥ̄R̄b̄ṭ̄M̄v̄ōxi R̄b̄ " ṭṭ̄", c̄w̄i "Q̄b̄z̄v I cṽṽ tmevq w̄im̄m̄ m̄n̄w̄qKv, gw̄w̄ b̄ ṭUc/WK̄ w̄K̄c̄|

mgq t 3 N̄Uv |

অধিবেশন পরিচালনা প্রক্রিয়া

wk̄LY ch̄ṭ̄	Awaṭekb̄n̄ পরিচালনা প্রক্রিয়া	mgq
1.1	<ul style="list-style-type: none"> • Awaṭekb̄ AskM̄h̄YKvi x̄ṭ̄ i ṭM̄Z Rv̄bv • AskM̄h̄YKvi x̄ṭ̄Yi Kv̄ṭQ ṬLr̄ " Kx̄ c̄k̄æ K̄ṭi Zṭ̄ i D̄Ēi ṭR̄ṭb̄ w̄bb, c̄ṭ̄qv̄R̄ṭb̄ ṭcr̄÷vi ṭccvi/w̄d̄c̄w̄k̄U w̄j L̄y AskM̄h̄YKvi x̄ṭ̄ i D̄Ēi c̄Ṭvb̄K̄ṭj ṭK̄vb̄ ḡš̄ḥ̄ K̄iṭeb̄ bv Gici Lr̄ " Kv̄ṭK̄ eṭj G m̄úṭK̄Zṭ̄ i ṭK̄ "̄Q̄ avi Yv w̄ b (m̄æ n̄ṭj AskM̄h̄YKvi x̄ṭ̄ i avi Yvi m̄ṭ̄_ w̄gv̄j ṭq) • Gici ṬAvgiv L̄vevi ṭK̄b̄ Lv̄B̄Ṭ c̄k̄æ K̄ṭi AskM̄h̄YKvi x̄ṭ̄ i avi Yv m̄s̄M̄h̄ K̄iab, c̄ṭ̄qv̄R̄ṭb̄ ṭcr̄÷vi ṭccvi/w̄d̄c̄w̄k̄U w̄j L̄y Gici Lv̄ṭ "i KviR Zṭ̄ i ṭK̄ m̄úṭK̄ "̄Q̄ avi Yv w̄ b (m̄æ n̄ṭj AskM̄h̄YKvi x̄ṭ̄ i avi Yvi m̄ṭ̄_ w̄gv̄j ṭq) • gw̄w̄D̄j ṭṭ̄K̄ w̄ērf̄b̄ǣiṭ̄Yi L̄veṭ̄i i Q̄wē c̄Ṭ k̄Ṭ K̄iab, AskM̄h̄YKvi x̄ṭ̄Yi Q̄wēṭ̄Z̄ wk̄ ṭṭ̄L̄ṭ̄Z̄ c̄v̄ṭ̄Q̄ R̄v̄ṭ̄Z̄ P̄vb̄ Ḡf̄v̄ṭē Q̄wēi ḡv̄āṭ̄ḡ w̄ērf̄b̄ǣ L̄vevi ṭṭ̄L̄ṭ̄q̄ 3 aiṭ̄Yi (k̄w̄³ṭ̄vqK, ṭ̄yq̄c̄j̄Y I ēw̄x̄K̄vi K I tivM c̄ṬZ̄ṭ̄i vaK) L̄veṭ̄i i 6w̄U Dcr̄ vb̄ ēv̄L̄v̄ K̄iab • AskM̄h̄YKvi x̄ṭ̄Yi Kv̄ṭQ Ṭcṽṽ Kv̄ṭK̄ eṭj Ṭ c̄k̄æ K̄ṭi Zṭ̄ i avi Yv ṭR̄ṭb̄ w̄bb Gici cṽṽ m̄úṭK̄ Zṭ̄ i ṭK̄ "̄Q̄ avi Yv w̄ b (m̄æ n̄ṭj AskM̄h̄YKvi x̄ṭ̄ i avi Yvi m̄ṭ̄_ w̄gv̄j ṭq) 	1 N̄Uv

ইকলি চহু	আইশন পরিচালনা প্রক্রিয়া	মগ
1.2	<ul style="list-style-type: none"> • tKqi ersjvt`k Gi GdGmBDuc-GBP cKí cYxZ nvl i GjvKvi AwZ `wi `a RbtMvöxi Rb` `r`, cwi "Qbzv l cyp tmerq ueimim mnwqKv nZ Acyöi uewfbzaiY welqK udePvU`cö k⁸ Kiab, AskMhYKvixMY QwetZ uK t`Ltz cvt`Q RvbtZ Pvb QwetZ cöukZ tguUv, cvZjv, tetU Ges iKtbr ukii mF atí RvbtZ Pvb ukii,tjvi gta` G aitYi cv`K`i KviY uK? AskMhYKvix`i gZigZ mSMh tkfI Acyöi KviY,tjv m`útk`Zvt`i`K `^Q avi Yv w`b (m`e ntj AskMhYKvix`i aviYvi mvt`_ ugwj tq) 	40 ugubU
1.3	<ul style="list-style-type: none"> • Öcyöi Afvte uK nqö tm m`útk`cKkKti Zvt`i aviYv tRtb wbb Gici cyöi AfveRvbZ mgm`v l tivMe`wa m`útk`Zvt`i`K `^Q avi Yv w`b (m`e ntj AskMhYKvix`i aviYvi mvt`_ ugwj tq l ev`e mgm`vi Avtj vtK) 	20 ugubU
1.4	<ul style="list-style-type: none"> • AskKvix`i 4uU `tj fVM Kiab ÖAcyö `hKifYi Dcvq Kxö Zv wbtRt`i `tj gta` Avtj vPbv Kti eo `tj Dc`rcbti Rb` ej b • `j xq KvRi Rb` mgq Ges `vb wbt`R Kiab • দলীয় কাজ শেষে প্রত্যেক দলকে পর্যায়ক্রমে উপস্থাপনের জন্য আহবান Rvib • cöZuU `tj i Dc`rcb tkfI Ab`vb` `j`K gZigZ cKvtki m`hVM w`b • `j xq Avtj vPbv t`K Acyö `hKifYi Dcvq,tjv m`bw`ö Kiab 	40 ugubU
	<ul style="list-style-type: none"> • Awatekfb th me welq wbtq Avtj vPbv ntqtQ Zvi mvimst`c Ges gj-evZfmgf Avtj vPbvi gva`tg m`bw`ö Kiab • Avtj vP` welq t`K cKkKti ukLY hvPvB Kiab • ukLYmgf ev`b`f`f` cöqvtMi Rb` cöZkZ Av`vq Ges ab`ev` Rwbqt Awatekb tkI Kiab 	20 ugubU

Avaŋektŋbi gjevZŋ

- fvi dmtji Rb" thgb mvi cŋqvRb, tZgub iki i epX I epxi Rb" cŋqvRb cnpKi Lveri |
- gvtqi Mfŋ_ŋK cŋp eQi eqtmi gŋa'B iki i fivel"Z ubfP Kŋi, Gmgq cnpKi Lveri bv tctj fivel"Z iki kvixmi K Ges epxi i K t_ŋK `ŋŋ nq|
- mKj iki i Rb" cŋZir b 3 aiŋYi- kwi³`vqK, ŋŋqci-YKvix I epXKviK, Ges tiVM cŋZŋivaK Lveri cŋqvRb|
- MfŋZx gv I iki ŋ_ŋK tenk Kŋi Lveri t`qv cŋqvRb|

mnvqK Z_ - 1.1

[thLvb t_ŋK Z_ tbqv ntqŋQ-
 cnp I ŋ_ŋi aviYv Ges Avqgj-K KvŋRi cŋŋZ, Avi Ggnc, tKqvi evsj v`k;
 Mvn" A_ŋŋZ eB, Aŋg tkYx;
 ŋ_ŋ I cnp iPŋgj v, eŋvK cveŋj ŋKkY, 2005;
 beRvZŋKi AZ`vek`Kxq cui PhP, iPŋgj v, tmf `v iPj ŋWb]

Lv` Kx?

Lv` Qvov Avgtŋ i Rxeb aviY mŋe bq| ŋ_ŋ b KvRKg`Ges Pj vŋdiv Kivi Rb" mej, tiVMgŋ I mŋ`kixi cŋqvRb| mŋ`kixi eRvq ivLvi Rb" Avgiv hv iKQzLŋq`mK ZvB Lv`| Rŋbŋ ci iki i cŋg Lv` gvtqi `ŋ| eqm evovi mvŋ_ mvŋ_ ZvŋK tLŋZ nq bivr Lv`- fivZ, Wvj, kvK-mewR, gvQ, gvsm, iWg BZ`w` |

Lŋŋi KvR

- kixi MvB I epX mvab Ges ŋqci-Y;
- kixi Zvckw³ I KgŋgZv thVMŋbvr;
- kixi tiVMgŋ ivLv;
- Amŋ`kixi ŋK Avŋi VM` j vŋf mnvqZv Kiv|

Lŋŋi Dcv`vb

Avgiv thme Lveri LvB tm_tjvŋK 3 fivM fivM Kiv hvq| thgb- kwi³`vqK Lveri, ŋqci-Y I epXKviK Lveri I tiVM cŋZŋivaK Lveri |



Qie: kwi³`vqK Lveri



Qne: kixi epKviK I ýqcıYKviK Llevi



Qne: kixii fıvM cızıvaKviK Llevi

Z_ mF: beRvZtKi AZvekKıxı cwi Ph®, wPıgıj v, tmf`ıv wPj tWb

G Llevi ,tjvi Alevi 6 ai tYi Dcr`vb i tqtQ| thgb-

kK®v RvZıxı Llevi t kK®v RvZıxı Llevi kixıi kwi³ thvMıq I Kır Kivi ılgZıv eıorq| Avıgt`i Llevıı gta` kK®vB cıvb| Pıj, Mg, fıv, Avj yıgıw Avj yıPıb, ,o, wPov, gıv BZ`wı kK®v RvZıxı Llevi |



Qne: kK®v RvZıxı Llevi

Z_ mF: `ı` I cny wPıgıj v, e*vK cıevıj tKkY, 2005

tZj ev t`ae RvZıxı Llevi t tZj ev t`ae RvZıxı Llevi kixıi Zıv Drcr`b Ktı I kwi³ thvMıq| mqvıeb tZj, mwi lvi tZj, wZtıı tZj, wN, gvLb, Wıj Wıv, gvQ-gıstmi Pıe® ev`vg BZ`wı t`ae RvZıxı Llevi |



Qne: t`ae RvZıxı Llevi

Z_ mF: `ı` I cny wPıgıj v, e*vK cıevıj tKkY, 2005

Augl Rivxq Lvevi t Augl kixii ¶qci-Y Kti I t`tni ewx NUvq| me i Ktgi gvQ, gism, wWg, Wvj , wkg, wkgexR, ei euU, gUi i uU, Pxbvev`vg, `g, cibi, Qvbn BZ`w` tZ Augl AvtQ|



Qie: Augl Rivxq Lvevi

Z` mF: `^` I cny wPĪgvj v, e`vK cvevj tKkY, 2005

Lv`cW ev wFUnyb Rivxq Lvevi t wFUnyb kixi tK ti vMi nvZ t`tK i ¶v Kti, ZvB GtK ti wM cĀZtivaK Lvevi I ej v nq| wewfbæLvevti wewfbæi Kg wFUnyb AvtQ, thgb- wFUnyb ōGŌ, ōneŌ, ōmŌ, ōwŌ BZ`w` |



Qie: wFUnyb Rivxq Lvevi

Z` mF: `^` I cny wPĪgvj v, e`vK cvevj tKkY, 2005

K. wFUnyb ōGŌ- mKj cKvi Mvp meR i tŌi kvK-mewR, nj`y dj gj- thgb- MvRi, wgwŌKgŌv cvKv tctc, cvKv Avg, Kuvij BZ`w` tZ cPz cui gvTY wFUnyb ōGŌ AvtQ| GQvovl gj v I tXj v gvQ, gvQi tZj, wWtgi Kzgy, `g I gvLtb ht`o cui gvTY wFUnyb-G AvtQ|

wFUnyb-ōGŌi Afvte ivZKvbn ti wM nq| Afve ci-Y bn ntj ti wMx tkl chSĀU ntq thtZ cvti |

L. wFUnyb ōneŌ- AtbK i Ktgi wFUnyb ōneŌ AvtQ| Gt`i Afvte `wgyeK Aemv`, gvbwmK Aemv`, wRnYvq I tVtUi tKvYvq Nv BZ`w` AtbK i Kg ti wM t`Lv w` tZ cvti | tXwKQvUv Pvj, Wvj, A`w Z tQvj v, kvKmevR BZ`w` tZ wFUnyb ōneŌ cvl qv hvq|

M. wFUnyb ōmŌ- wFUnyb wM PvgovtK gmY ivtL, `vZi gvwo gReZ Kti, mw`Kvuk bn ntZ mrvh` Kti | Mvp meR kvK-mewR I UK dtj cPz cui gvTY wFUnyb ōmŌ cvl qv hvq| wFUnyb ōmŌ Zvtc bó ntq hvq| ZvB thme Lvevi Kuv Lvl qv hvq Zv Kuv Lvl qvi Af`vm Ki tj teuk DcKvi cvl qv hvq| wFUnyb ōmŌ kixii Rgv `vtK bn etj cĀZw` b wFUnyb ōmŌ-hZ Lvevi Lvl qv cĀqvRb|

N. wFUnyb ōwŌ- kixii gReZ MVtbi Rb` wFUnyb ōwŌ `i Kvi | GQvovl wFUnyb ōwŌ wi tKv bvgK nvtoi ti wM cĀZtiva Kti | eo gvQi tZtj wFUnyb ōwŌ AvtQ| `g I `g Rivxq Lvevti wKQy wFUnyb ōwŌ cvl qv hvq| m`hP Avtj v t`tK kw`3 wbtq gvby wbtRi kixii wFUnyb ōwŌ `Zwi Kti | ZvB cĀZw` b wKQY ty ti v`i wbtP `vKv kixii Rb` DcKvix|

LubR jeY t tj šn, K`vj wmqvg, dmdi wM, AvtqmwB BZ`w` Dcv`vb, tj vtK GK mvt` LubR jeY ej v nq| kixii LubR jeYi Afve ntj bvbv i Kg ti wM t`Lv t`q|

uk'i cui Ph@l c#p iel qK cik'yY gWIDj

tj Šn : tj Štni Afvte kixti i 3vı Zv t`Lv t`q| uk'i I bvi xiv G tivtM tewk tfvtM| KPkvK, j vj kvK, Kj v, wWg, gvQ, gism, Kij Rv, o BZ"v" Lveřti tj Šn tewk _vtK|

K"vj imqvq : K"vj imqvgtgi Afvte nvo wKgz MvZ nq br| nvtó e"v nq| `vř bó ntq hvq| Pž myi nq br| `š, Kvlmn tQvU gvQ, wWg, kvK, tSvj v o BZ"v" tZ K"vj imqvq AvtQ| tQvU uk'i, Mf@Zx I etKi `š Lvl qvbr gvtq`i cŁZv b wKQyK"vj imqvghš Lveři Lvl qv DvPZ|

dmdim I cUwkqvq : dmdim K"vj imqvgtgi mvt_ wgwj Z ntq nŁ I `řZi ZŠ%Zwi Ges Zv gRež Kti| kKřv Ges Pve@ecvtK mrvnh" Kti kixti Zvc I kv3 Drcv`b Kti| gvQ, gism, `š, wWg, cubi, evvg, Wvj Ges `bv RvZıq Lv""ė" dmdivtmi Dm| cUwkqvq gismtckx evxı Rb" cŁqvRb| GıU tckxi `řfmeK bovPor eRvq ivtL|

Avtqvwv : Lveřti Avtqvwvıbi Afve ntj Mj MÜ ev N"vM tivM nq| Mf@Zx gvtqi Avtqvwvıbi Afve ntj Kg evxı m#ub#ev gubvMk cŁZeÜx uk'i i Rbřt`q| Avi eq`řı tejvq evxı wKvK NtU br Ges evxı tjvc cvq| mvgvYK gvQ, tcvvR, imy I kvK-mevRtZ Avtqvwv AvtQ| wKŠ thLvKvi gvUřZ (thgb Pi AĀj) Avtqvwvıbıbv tB tmlvıbi Lv""ře" I Avtqvwvıb _vtK br| Avtqvwvıbhš j eY tLřj Avtqvwvıbi Afve ciY nq|



Qie: LvbR j eY RvZıq Lveři

Z" mĀ: "ř" I c#p wPĀgvj v, e"vK crevj tKkY, 2005

cub : w ěb AŠZ 10 - 12 Mm cub Lvl qv`i Kvi| KviY cubi Aci bvg Rıeb| cub Avgt`i mtZR ivtL| wKŠ" Lveři cub Aek" B wıvc` ntZ nte| mrvıiYZ wUDeł tqj, evQ, wGmGd, tiBb lqvUvi nvtřv#s cŁU Gi cub wıvc`| GQvor cĴřı i cub dıřtq ev Ab"b" cub wıxKiY c#wZtZ wıvc` Kiv hvq|

cny m@utK@vi Yv

Lveti i th ,Yv,Y Avgvt`i tetP _vKvi Rb", Pjvtdiv Ges weifbati vM-erj vB t_#K i yv cvl qri Rb" `iKvi ZvB cny| Avi th mKj Lveti i ,tY Avgvt`i kixi mY, mej Ges ti vMgY _v#K tm mKj Lveti#K cnyKi Lveti etj | A#b#Ki avi Yv i ay vgx Lveti cnygub tenk _v#K | Avmtj Zv bq, me Lveti B cny AvtQ| tZj Qrov thgb Mvnoi BvAb P#j bv, tZgub cny Qrov "r" fiv _v#K bv| ZvB "r" fiv ivLvi Rb" mevB#KB cnyKi Lveti tL#Z nte|



Que: weifbaitYi cnyKi Lveti

Z_ mF: "r" l cny vP#gj v, e*vK cvej #KkY, 2005

[thme gwWDj t^o tK Z^o tbqv ntqt0-
c^o I t^o i avi Yv Ges Avqgj-K Kiv^oRi c^o iZ, Avi Gguc, tKqvi evsj v^o k]

Ac^oi KviY

hvi v tCuc^o i wZbtej v tL^o tZ cvq bv tKej ZvivB c^o ixbZvq t^o fivM Ggb bq, ei s hvi v abvX^o Zvi v l
c^o i Av^o tbi Afite Ac^o i wKvi ntq^o v tK | Ac^o i c^o i v Kvi Y^o t^o v nj -

- Lv^o Ges c^o i m^o u^o tK^o m^o wK avi Yv bv^o v Kvi;
- cwi gvY gZ tL^o tZ bv c^o i v;
- cwi emi K ch^o q Amg Lv^o e^o Ub;
- m^o yg L^o v^o i bv L^o v qv;
- mgqgZ bv L^o v qv;
- Av^o tqw^o bh^o L^o v^o i bv L^o v qv;
- Ac^o y gv^o tqi m^o š^o b m^o v^o i YZ Ac^o y nq;
- Nb Nb m^o š^o b t^o l qv;
- A^o t^o k t^o y^o t^o i gv^o i vZK Am^o t^o Li Kvi t^o Y (nvg, Wvqvi qv, Avgvkq, UvBd^o tqW BZ^o i^o w^o) Ac^o i t^o Lv^o t^o q |

[thme gwWDj t^o tK Z^o tbqv ntqt0-
c^o I t^o i avi Yv Ges Avqgj-K Kiv^oRi c^o iZ, Avi Gguc, tKqvi evsj v^o k]

c^o i AfieRibZ j^o yMgn- I ti wMgn-

- kixi wKgz evto bv;
- I Rb Ktg hvq;
- wKgz gv^o i m^o K w^o Kiv^o nq bv;
- wKgz ev^o i w^o Kiv^o nq bv;
- Mf^o Z^o gv I w^o k^o i n^o tZ cv^o tq c^o i v Av^o t^o m;
- kixi n^o i m^o v^o i ntq hvq;
- KvR Kivi y^o gZv Ktg hvq;
- g^o t^o b i^o vLvi y^o gZv Ktg hvq, ev^o wKgz evto bv;
- i^o 3 t^o f^o Zv t^o Lv^o t^o q (ek^o aodo K^o ti, A^o i c^o i k^o g n^o u^o c^o tq D^o t^o v, t^o P^o t^o Li cv^o Zvi w^o t^o Pi Ask m^o v^o t^o U ntq hvq);
- P^o v^o g^o v L^o m^o L^o t^o m ntq hvq, P^o z i^o x^o y I j^o v^o t^o P ntq hvq;
- i^o vZ K^o i v^o i A^o U^o Z^o t^o i w^o m nq (i^o v^o tZ t^o L^o tZ cvq bv, t^o N^o v^o t^o U t^o P^o i^o L, t^o P^o i^o L i^o t^o f^o i^o v^o Av^o t^o m);
- Mj M^o U^o t^o i w^o m nq (Mj v d^o t^o j hvq);
- g^o y ev t^o v^o t^o U i t^o K^o i Y^o v^o N^o v nq;

- $\bar{w}F^{\circ}h$;
- tKvqmkqi Ki ev Mv tdvj v ti vM nq;
- g'vi vmgvm ev nwiÇmvi ti vM nq;
- kixti i ti vM cöZti va ygZv Ktg hvq|

mnvqK Z_ - 1.4

[thme gwWDj t_#K Z_ tbqv ntqtQ-
cny I \bar{w}° i ari Yr Ges Avqqj-K Kixti cöZ, Avi Gguc, tKqvi ersj vt`k]

iki Acny` hKi#Y KiYq

- $\bar{w}bqwgZfvte$ Llevi MhY Kiv;
- kixti i ygci-Y, k_{w^3} cvl qv Ges ti vM cöZti vtai j ty' myg Llevi Lvl qv;
- cwi gvY gZ Llevi Lvl qv;
- MF@Zx gv I $\bar{w}ki\bar{t}i\bar{t}K$ teuk Kti Llevi t`qv;
- $\bar{w}ki i$ Qq gvm eqtm evomZ Llevi t`l qv;
- $\bar{w}ki\bar{t}K$ 2 eQi eqm chS $\bar{w}bqwgZ$ gv tqi e#Ki `g Lvl qv tbv;
- $\bar{w}ki\bar{t}K$ cöZ $\bar{w}b$ 3 ai#Yi (k_{w^3} `vqK, ygci-Y I e#Kvi K, Ges ti vM cöZti vaK) Llevti Af`IKiv;
- AvtqvmWbh \bar{y} jeY Lvl qv;
- Acny \bar{y} Afvte kixti tKvb ti vM t`Lv $\bar{w}tj$ $\bar{w}PwKrmv$ Kiv tbv I mvt_ cnyKi Llevi teuk cwi gv#Y MhY Kiv;
- Lv`i \bar{y} Ygvb i yv Kti Llevi cöZ Kiv|

Awaṭekb 02 : mÿg Lvevi I Lv`vf`im

Avtjv` nelqe`ly

- 2.1. mÿg Lvṭ`i avi Yv
- 2.2. m`l I `vgx Lveṭi i Zÿvbygj-K Avtj vPbv
- 2.3. Lvṭ`i , Ygub i ÿv Kivi Rb` Ki Yxq
- 2.4. Lv`vf`im

Df`ik` t

GB Awaṭekb tk`l AskMhYKvi mY- mÿg Lvṭ`i avi Yv, m`l I `vgx Lveṭi i Zÿvbygj-K Avtj vPbv, Lvṭ`i , YMZ gub i qv Kivi Dciq Ges Lv`vf`im m`uṭK`ej tZ I cij b Ki tZ mÿg nṭeb |

c`wZ t

ckæDËi, Dbÿ wPšl, tLj v, cŏ kŒ, `j xq Avtj vPbv |

ckqY DcKiY t

tcv`vṭi wZb i tŒ AvKiv PivKv, tcv`vi tccvi /wde`wku, gvKŒ, gwi`b tUc/WK wKæ |

mgq t 3 N`Uv |

অধিবেশন পরিচালনা প্রক্রিয়া

wLY chq	Awaṭekb পরিচালনা প্রক্রিয়া	mgq
2.1	<ul style="list-style-type: none"> • Awaṭekṭbi `i`atZ AskMhYKvi`i `MZ Rvbv Kkj w` newbgq Kiab Ges wLY DcthvMx cwiṭek `Zwi Kiab • ckæKṭi AvṭMi w`ṭbi Awaṭekṭbi nelq I wLY m`uṭK`RvṭZ Piv AskMhYKvi`i gZigZ I Avtj vPbv gva`tg wLYmgn`úo Kiab 	30 wguvU
	<ul style="list-style-type: none"> • AskMhYKvi`i`iṭK GKwU tLj vq Ask wṭZ Avgšÿ Rvbv • c`æ`AskKbKZ wZb i tŒi PivKvi tcv`vi wU mevi mgṭb gwUṭZ cŏ kŒ Kiab • Gevi Zv` iṭK PivKv AvKiv tcv`vṭi i 3 aiṭYi is Gi mṭ_ cwiPq Kṭi w`b, thgb- jvj, njÿ I meŒ Ni • Gici Zv` i KivQ RvṭZ Piv PivKwU wK Pj ṭe? DËi Avmṭe PivKwU Pj ṭe • Gevi PivKvi ṭṭKvb GKwU is mwiṭq wbb Ges ej ly hwi` PivKvi GKwU Ask bv`vṭK Zvṭj wK nṭe? DËi Avmṭe PivKv Pj ṭe bv • Gevi Zv` iṭK evšṭq ej ly cŒZw`b Avgvṭ`i kixṭi 3 aiṭYi (kwi`vqK, ÿqc`YKvix I ew`KviK Ges tivM cŒZtivaKvix) Lveṭii cŒqvRb wKš`Gi gṭa` hwi` GK cKvi Lvevi bv LvB Zṭe kixṭi i wK wK Amṭeav nṭe Zv Zv` i KivQ t`ṭK Rvbly Ges ej ly PivKvi GKwU Ask ev` w`ṭj thgb PivKv Pj ṭe bv, tZgub ṭKvb GK aiṭY Lvevi ev` w`ṭj Avgvṭ`i kixi 	1 N`Uv

ukLY chij	Awatekb পরিচালনা প্রক্রিয়া	mgq
	<p>Pj te br/</p> <ul style="list-style-type: none"> • metktl cZw b mevBtK 3 aiYi Lvev Lvl qvi cimgk b/ 	
2.2	<ul style="list-style-type: none"> • AskMhYKvixt`i tK m`l I `vgr `b aiYi cnpKi Lvevii One cOk Kiab/ • Gici cirkvcmk cOkZ GKB cnp gvbmuubOne t_tK m`l I `vgr Lvev ,tjvi ,YMZ gvb ubtq Zjbvgj-K Avtj vPbv Kiab/ • GKB aiYi `vgr Lvev br tLq cirk cOkZ m`l Lvev tLj `vgr Lvevii mgvb DcKviB Avgiv tctZ cwii tm nelqu Avtj vPbv Kiab/ • metktl cZw b cnpKi Lvev Lvl qvi cimgk b/ 	30 ugubU
2.3	<ul style="list-style-type: none"> • Avtj vPbv gra`tg Lr` ,Y iyvi Rb` Ki Yiq m`utKZv` i tK `Q aivv w b/ 	15 ugubU
2.4	<ul style="list-style-type: none"> • AskMhYKvixt`i tK 2uU `tj fM Kiab/ GKwU `j tK ubqg br tgb Lvev Lvl qvi Kzj Ges Aci `j tK ubqg tgb Lvev Lvl qvi mglj m`utK`j xqfite Avtj vPbv Kti Dc`vcb Kitz ej b/ • AskMhYKvixt`i tK `j xq Avtj vPbv `vb I mgq ubaY Kti w b/ • ubaZ mgq tktl cZwU `j tK Dc`vcb (tgwLKfite) Rb` AvgSy Rvrb/ • AskMhYKvixt`i Dc`vcb t_tK ubqg tgb Lvev br Lvl qv Ges ubqg tgb Lvl qvi mjev Amjev ubtq Avtj vPbv Kiab/ 	30 ugubU
	<ul style="list-style-type: none"> • Awatekb th me nelq ubtq Avtj vPbv ntqtQ Zvi mvmstc Ges gj-evZmgv Avtj vPbv gra`tg mjbw` Kiab/ • Avtj vP` nelq t_tK ckaKti ukLY hivB Kiab/ • ukLYmgv ev`bt`c` cOqMi Rb` cZkZ Av`vq Ges ab`ev` Rmbtq Awatekb tkl Kiab/ 	15 ugubU

Avaŋekŋbi gjevZŋ

- th Lveŋi kiŋŋi ŋqci-Y, eŋxmvab l tiVM cŋZŋi va nq Ges kŋ³ cvl qv hvq ZvB mŋg Lveŋi |
- mŋg Lveŋi gŋb `vgx Lveŋi bq, Avgiv Avgiv`i Pricik t_ŋK mŋR m`ŋq mŋg Lveŋi tciZ cwi |
- Lveŋi `ŋ`i tŋq cŋp cŋqvRb teŋk; `ŋ`i Lveŋi `Zŋi KiŋZ thŋq Avgiv Lveŋi cŋp bŋ Kie bŋ |

mnvqK Z` - 2.1

[thme gWDj t_ŋK Z` tbqv ntqŋQ-cŋp l `ŋ`i avi Yv Ges Avqgj-K KvŋRi cŋZ, Avi Ggŋc, tKqvi evsŋ`k; gv l iki i `ŋ`i jv, gvVKgŋmnvqKv, cwi evi cwi Ki bŋ Avŋ`Bi]

mŋg Lv`i avi Yv

th Lv`i cŋZŋi ŋbi kvixvi K Pŋn`v Abŋvqx ŋeŋfbŋcŋKvi cŋp Dcv`vb (tkZmvi, Avŋgl, t`ŋ, ŋfUŋgb, LvbR jeY l cŋb) A_ŋ kŋ³ vqK, jŋqci-Y l eŋxKvi K l tiVM cŋZŋi vaK Lveŋi cwi ŋgZ cwi gvY ŋe`gŋb _vŋK ZvŋK mŋg Lv`i etj | mŋ, mej, mŋi l bŋtiVM Rieb jvf Kivi Rb` mŋg Lveŋi MŋY Kivi ŋelqŋL Lŋ Riŋx | Zŋe kiŋŋi cŋp Pŋn`v ŋbfŋP Kŋi eqm, ŋj ½, %ŋŋK KvVŋgv, %ŋŋK Ae`v, kŋgi gvŋv GB ŋelq, tŋvi Dci | A_ŋ iki, ŋKŋkvi, ŋbgRj, Wv`vi, ŋi KkvPj K BZ`ŋ tckvi gvŋŋi mŋg Lv`i cwi gvY GK ŋte bŋ | ŋeŋfbŋeqm l t`ŋi ŋeŋfbŋeAe`vq cŋp Pŋn`vi ŋfbŋZŋ t`Lv hvq, thgb-`kkŋei Lv`i Zŋvj Kvq t`n eŋxŋ Rb` Avŋgl, ŋfUŋgb l LvbR jeŋYi cŋqvRbxqZv teŋk | Aveŋi cŋB eqŋm jŋqci-Y l iŋYŋteŋŋYi Rb` LvbR jeY, ŋfUŋgb l cŋbi _iaZj teŋk | eŋŋ`i Lv`i Zŋvj Kvq teŋk _iaZj ŋŋZ ŋte tiVM cŋZŋi va, t`n ŋbqŋY l iŋYŋteŋŋYi Rb` ŋfUŋgb, LvbR jeY l cŋb BZ`ŋ Lv`i Dcv`vb, tŋvi |

mŋg Lv`i cŋqŋb j jŋYŋq ŋelq

- t`ŋi Pŋn`v Abŋvqx Lv`i Zŋvj Kv cŋqŋb KiŋZ ŋte;
- Lv`i ŋi ŋŋD Dcv`vb ŋe`gŋb _vKŋe;
- Dcv`vb, tŋvi cwi ŋgZ cwi gvY _vKŋe;
- tgŋŋx kvK-mewR l dj-gj- ŋŋŋq Lv`i cŋZ KiŋZ ŋte | tgŋŋx Lv`i ZvRv l UvUKv etj D`Pgŋbm`ubŋq;
- evRŋŋi mŋR cvl qv hvq, m`ŋ Ges cŋp gŋb m`ubŋeŋfbŋeLveŋi ŋŋŋq mŋg Lv`i Zŋvj Kv cŋqŋb KiŋZ ŋte |



Qre: mJg Lv''

Z_'' mF: gv I iki i "i" i yv, gvVKgx@mnvqKv, cwi evi cwi Ki bv Awa`Bi

mnvqK Z_'' - 2.2

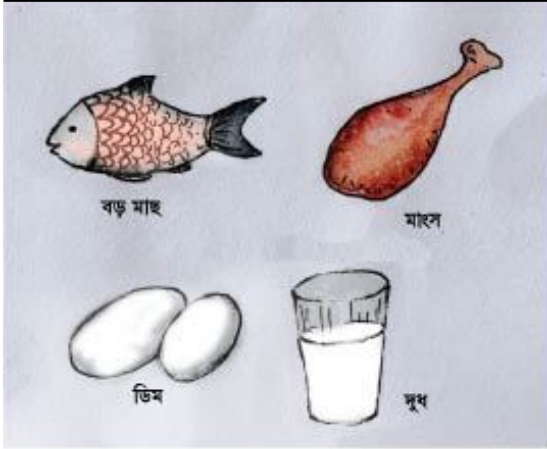
[thme gwWDj t_#K Z_'' tbqv ntqtQ-
cnp I "i" i avi Yv Ges Avqgj-K Kv#Ri c#iZ, Avi Ggnc, tKqvi ersj v#`k]

m`v I `vgx Lve#i i Z#ubvgj-K Av#j vPbv

Avgiv A#b#KB g#b Kwi cnpKi Lve#i i `vg tenk| iKŠ' Avgv#`i GB avi YvUJ tgv#UB iWK bq|
iwb#Pi Qre#Z Avgiv GKB cnp gvb m#ub#e`vgx I m`v Lvevi t`L#Z cwi#Q| GKB ai#Yi `vgx Lvevi bv
tL#q Avgiv h#` cv#k c#iK# m`v `v#gi Lvevi #tjv LvB Zv#tj `vgx Lve#i i mgvb DcKvi B Avgiv
tc#Z cwi |

igx Lveri

m' Lveri



mnvqK Z_ - 2.3

[thme gwWDj t₋tK Z_ tbqv ntqt0-
gv I iki i⁻ Ges c^o nelqK d^ok KW^o;tm^osn^o Kgm^oPr, tKqvi evsj v⁻k]

Lv⁻i , Ygub i jv Kivi Rb⁻ KiYxq

- tenk Zvtc A^obK^yY a^oi kvK-mewR I Zwi Zi Kvi x ivb^oe Ki t^oj wFUmgb e^oj vs^ot^ok b^o ntq hvq|
- tX^otK ivb^oev Ki t^oj me^oR kvK-mewR I Zwi Zi Kvi xi Lv⁻gub A^obKUvB b^o ntq hvq|
- cwi gvY gZ tZj w^otq kvK-mewR ivb^oe Ki t^oj Lv⁻gub ev^oto I Zv mn^otRB kixi M^oY Ki t^oZ cv^oi |
- kvK-mewR KvUvi Av^otMB a^otq w^otZ n^ote Ges hZUv m^oe eo eo UK^otiv K^oi KvU^otZ n^ote, Zv^oZ Lv⁻i , Yv^o Y eRvq₋v^otK|
- L^oevi Mig₋vKv Ae⁻v^otZB cwi tek^ob Ki t^oZ n^ote|
- L^oevi Aek^oB fij fiv^ote tX^otK ivL^otZ n^ote, hv^otZ gkv-gw^oQ, aj^ovewj I mewfb^oetivMRxevYy w^ogk^otZ bv cv^oi |
- ivb^oe I Lv^ol qvi Rb⁻ w^obiv^oc^o c^omb e^oen^ovi Ki t^oZ n^ote|
- L^oevi memgq cwi^ovi^o vj^o v ewU^otZ cwi tek^ob Ki t^oZ n^ote|
- Mf^o@Zx I^o x^o v^obKvi x gv Ges iki i^o c^o P^omn^o v Ab^oyn^oi L^oevi eU^ob Ki t^oZ n^ote|
- Av^otqmWbh^o j e^otYi c^ov^otKU fij fiv^ote K^otPi/gw^oUj/cw^o:-tKi cv^ot^o tX^otK ivL^otZ n^ote| Av^otqmWbh^o j eY P^ozvi cv^ot^ok ivL^otj Av^otqmW^otbi , Yv^o Y b^o ntq hvq|

mnvqK Z_ - 2.4

[thme gwWDj t₋tK Z_ tbqv ntqt0-
c^o I^o i^o a^ovi Yv Ges Av^oqj-K Kv^oRi c^oU^oZ, Av^oGguc, tKqvi evsj v⁻k;
R^oeb^o `q^oZigj-K c^ok^oY gwWDj , w^o K]

Lv⁻v^of^oim

L^oevi Lv^ol qvi Af^oim A₋lv⁻v^of^oim Ges w^obqgKv^obly Av^ogv^ot^o i kix^oi i Rb⁻ L^oY Ri^oix GK^oU nel q|
Lv⁻v^of^oim tg^otb Pj tZ n^otj Av^ogv^ot^o i t^ok w^ob^oqj wLZ nel q₋tj v wK^ofiv^ote tg^otb Pj tZ⁻ i Kvi-

- mgqgZ L^oevi M^oY Kiv;
- tenk^oyY Lv^oij t^oc^otU bv₋vKv;
- m^oYg L^oevi Lv^ol qv;
- thme L^oevi tL^otj e^otK ev t^oc^otU e^o-v ev e^ok R^oYj v K^oi tmme L^oevi bv Lv^ol qv;
- nvj Kv Mig I UvUKv L^oevi Lv^ol qv;
- cPv, eimx L^oevi bv Lv^ol qv;
- %w^owbK ch^oFB c^omb Lv^ol qv (10-12 M^om);
- mKv^otj Lv^oij t^oc^otU K^otqK M^om c^omb Lv^ol qv|

Lv`vf`im tgb bv Pjvi KviY KviñiK ÿñZmgn

Lv`vf`im tgb bv Pj tj A_@` `ñbK Lvevi Lvl qvi ñbqgKvby tgb bv Pj tj M`w÷K nZ cvti | GB M`w÷K t_ñK axti axti Avj mvi I nZ cvti | M`w÷ñKi j ÿY, tj v nñQ-

- tçU I eñ Rñj v Kiv;
- gñL UK UK fve Avmv;
- evg fve Avmv ev evg nI qv;
- Lveñti AiñP nI qv;
- tçtUi gvSLvñb e`_v I Dci ñ`ñK Pvc mñó|

GñyñI KiYñ

- mgqgZ Lvevi MñY;
- teñk mgq tçU Lñj bv i vLv;
- mñg Lvevi Lvl qv;
- evñm Lvevi bv Lvl qv;
- teñk gmj v, Svj I tZj RvZñq Lvevi Kg Lvl qv;
- cñZ cñb Lvl qv Ges mKvñj Lñj tçtU KñqK Mñm cñb Lvl qv;
- VñÙv `ñ Lvl qv;
- tçtç Lvl qv;
- Wv³vñi i mñ_ thvMvñhM Kiv;
- M`w÷K nñj tmvWv Lvl qv GñKevñi B ñK bq, GñZ ÿñZ nq|

Awaṭekb 03 : gvZ.ṭ.ṭ I uk'i i hZæ

Avtj vP nelqet

- 3.1. Mf@Zx gvtqi Sxk
- 3.2. Mf@Zx gvtqi hZæ
- 3.3. c@hZ gvtqi hZæ
- 3.4. uk'i i hZæ
- 3.5. uk'i tK ukv`vb

Df'ik t

GB Awaṭekb tkṭl AskMhYKvi xMY- Mf@Zx gvtqi Sxk I nec`pY Ges Sxk cY@MtfP Kvi Y, Mf@Zx gvtqi hZæ Mf@Zx gvtqi cnp I Lvevi, Mf@Zx gvtqi i³vi Zv mgm'v mgvavṭb Ki Yxq, Mf@Zx gvtqi c@he cui Kí bv, c@hZ gvtqi hZæ`y`vbKvi x gvtqi cnp I Lvevi, beRvZK uk'i i hZæ nelqmgR ej tZ I cij b Ki tZ cvi ṭeb|

c xWZ t

c0 k@, weṭk@ Y, DbṭP PŠí, Avtj vPbv, tRvov`tj Avtj vPbv|

ckqY DcKi Y t

gv I uk'i i ṭ.ṭ Ges cnp nelqK dṭk KwW@tcr÷vi tccvi /ndεukU, gvKṭ, gvw`b tUc/WK ukε, wj WZ tcr÷vi tccvi |

mgq t 3 N>Uv|

অধিবেশন পরিচালনা প্রক্রিয়া

ukLY chṭ	Awaṭekb পরিচালনা প্রক্রিয়া	mgq
3.1	<ul style="list-style-type: none"> • Awaṭekṭbi iiaṭZ AskMhYKvi xṭ`i ṭWZ Rvrbv Kk jw` nelqgq Kiab Ges ukLY DcṭhWx cuiṭek`Zvi Kiab • c@he Kṭi AvṭMi wṭbi Awaṭekṭbi nelq I ukLY m=úṭK© RvbtZ Pvb AskMhYKvi xṭ`i gZvgZ I Avtj vPbv gva`tg ukLYmgR`úo Kiab 	30 ugubU
	<ul style="list-style-type: none"> • Mf@Zx gvtqi Sxk nelqK dṭkKvW@c0k@ Kiab, AskMhYKvi xMY QweṭZ uk t`LṭZ cvṭ`Q RvbtZ Pvb Gfvṭe Qwei gva`tg Mf@Zx gvtqi Sxk, nec`pY Ges Mf@Sxk i Kvi Y, t j v e`vL`v Kiab • c@qvRṭb Mf@Zx gv tKv`vq tmer tctZ cvṭi b tm m=úṭK@vi Yv w`b 	20 ugubU
3.2	<ul style="list-style-type: none"> • Mf@Zx gv I Kw`LZ uk'i i mYZvi Rb` uk uk nelq hZæṭbl qv c@qvRṭb tm m=úṭK© c@Kṭi c@Z`K AskMhYKvi xi KvQ t`tK GKwU Kṭi cṭqU mSṂh Kiab • Gici Mf@Zx gvtqi hZæ nelqK dṭkKvW@c0k@ Kiab, AskMhYKvi xMY QweṭZ uk 	20 ugubU

ukLY chiq	Awatekb পরিচালনা প্রক্রিয়া	mgq
	<p>t`Ltz cwt`Q Rvbz Pvb </p> <ul style="list-style-type: none"> • AskMhYKvi`i t`qv ctqtUi mvt_ Owei nelq,tj v ugwj tq t`Ltz ej b • Gici Avtj vPbri gra`tg Mf@Zx grtqi hZ@ cny I cnyKi Lveri, i`vrf Zv mgm`vq Ki Yq Ges cthe cui Kf bv nelq,tj v m`utK`avi Yv `^Q Kiab 	
3.3	<ul style="list-style-type: none"> • cthz grtqi hZ@nelqK dtkKw`c`k@ Kiab, AskMhYKvi`MY OmetZ uk t`Ltz cwt`Q Rvbz Pvb Ges Avtj vPbri gra`tg cthe cieZ`mgatq cthz grtqi hZ@Ges Zvi cny I Lveri m`utK`Zvt`i avi Yv udeuk`U/ tcv`vti ugwjce`x Kiab 	
3.4.	<ul style="list-style-type: none"> • AskMhYKvi`i t`K tRvov `tj fM Kiab • c`Z`K tRvov`K Avtj vPbv Kti beRvZ uk`i hZ@bl qvi t`jt`I uk Kiv DvPZ Ges uk Kiv DvPZ bq Zv ubifcy Kitz ej b • Gici c`Z`K tRvovi KvQ t`tK ctqU,tj v itb Avtj vPbri gra`tg mWk Z`mgn` tcv`vti ugwjce`x Kiab • hv AskMhYKvi`i Avtj vPbvq Avtmub A_`f` ev` cto hvl qv nelq,tj v Avtj vPbv I h`y Kiab 	
3.5.	<ul style="list-style-type: none"> • uk`i`i tivMe`ma nelqK dtkKw`c`k@ Kiab, AskMhYKvi`MY OmetZ uk t`Ltz cwt`Q Rvbz Pvb Gici 8 uU gvivZ`k tivM I tm,tjvi uKv`vb m`utK`Avtj vPbv Kiab 	
	<ul style="list-style-type: none"> • Awatekb th me nelq ubtq Avtj vPbv ntqtQ Zvi mvmst`jC Ges gj-evZ`mgn` Avtj vPbri gra`tg m`bw`@ Kiab • Avtj vP` nelq t`tK c`k@Kti ukLY hvPvB Kiab • ukLYmgn` ev`bt`jt`I c`qv`Mi Rb` c`Z`k@Z Av`vq Ges ab`ev` Rvibtq Awatekb tkl Kiab 	20 ugwjbu

Awa tekþbi gjevZ

- evsj v` þk cŁZ NsUvq 3 Rb gv MfRij xb RiUj Zvq gvi v hib; Gt` i AwaKvskB MŁgi |
- GKUzmþPZb ntj B Avgi v gvqtq` i cŁheKvj xb Ges MfRij xb gZztVKvtZ cwi |
- Mf@Zx I cŁmZ gvqtqi hZæbqv `vgr, kt`i, kt`i nomn cwi evti i mKtj i `vqZj|
- Mf@Zx gvqtqi 5 uW nec` wPy m`utK`cwi evti i mevBtK fij fivte RivtZ nte|
- gv I uk'i i mYZvi Rb` Mf@Zx gvþK cnyKi I `vfwetKi tPtq tenk Lvevi tLtZ nte|
- uk'itK 8uW gvivZK ti vMi uKv cŁvb Ki tZ nte|

mnvqK Z` - 3.1

[thme gwWDj t`þK Z` tbqv ntqtQ-
gv I uk'i i `v` Ges cny nelqK dik KiW,tmSnv`KgmPr, tKqvi evsj v`k]

Mf@Zx gvqtqi SþK

cŁZ`K Mf@Zx brix GKUW `v`evb mšlb I RiUj Zvqy Mf@vi Y Avkv Ktib| A_P cŁ`extZ Mto
cŁZv`b cŁq t`o nvRvi brix I uKtKvix Mf@vi Y Ges cŁheKvj xb RiUj Zvq gvi v hvq| ZvQvov GK
tKvU brix I uKtKvix Mf@vi tYi mgq Ggb me RiUj Zv t`Lv t`q hv gv, uk'i uKsev DfqtK
রোগাক্রান্ত বা kvim Kfivte Ayg Kti t`q| gtb ivLv cŁqvRb, GKRB `v`eZx I mY` Mf@Zx
gvqtqi I th tKvb mgq th tKvb nec` t`Lv w`tZ cvti | cwi evti i mevi MfRij xb 5uW nec` wPy
m`utK`Rtb ivLv DvPZ Ges th tKvb GKUW t`Lv t`qv gvI ZvtK cŁmZ tmev tjvMv wPyZ
`v`þK`ev nvmcvZvtj wbtq thtZ nte|

cŁvU nec` wPy nt`Q-

- **i`te:** Mf@v`vq i`te, cŁt`ei mgq ev cŁt`ei ci Ly tenk i`te Ges Mf@j bv cov|
- **gv`ve`v I Svcmv t`Lv:** Mf@v`vq, cŁheKvtj I cŁt`ei cti kixti cwb Avmv, Ly tenk
gv`ve`v, tPtL Svcmv t`Lv|
- **fxlY Rj:** Mf@v`vq I cŁt`ei ci wZb w`tbi tenk Rj ev `MhY` te|
- **vejwZ cŁhe:** cŁhe e`v 12 NsUvi tenk vKv, cŁt`ei mgq ev`Pvi gv`v Qvov Ab` A½ cŁtg
tei nl qv|
- **vLb:** Mf@v`vq, cŁt`ei mgq ev cŁt`ei cti vLb|

SþKcYwMtf Kvi Y

- cŁg Mf@vi tYi mgq brix eqm 20 eQt i Kg ev 35 eQt i tenk ntj ;
- gvqtqi D`PZv 4 dŁ 10 BwAi Kg ntj ;
- Mtf`ev`Pv A`vfwKfivte Ae`vb (ev`Pv Mtf`AvovAwofivte Ae`vb Ges ev`Pvi gv`v Dci
w`þK Ae`vb) Ki tj ;

iki cui PhPI cnp nelqK cikyY gwWDj

- uc²GKj v²umqv Ges GKj v²umqv ntj (Mf²Zx g²nvj vi Mf²vi²Yi 6 g²v²mi c²ti D²P i² Pvc, nvZ cv d²zj hvl qv Ges c²k²te tc²ub t²ntj Zv²K uc²GKj v²umqv etj; Avi uc²GKj v²umqv² m²v²_ h²w² uL²ub nq Zv²K GKj v²umqv etj);
- i² v²i Zv (m²g²v²t²m²eb 50% Gi v²b²P) t² Lv w² t²j;
- M²f²hgR ev²Pv v²Ktj;
- M²f²c²mbi c²wi v²g²v²Y te²k v²Ktj;
- c²te²g²Z ev²Pv c²h²tei B²uZ²nm v²Ktj;
- c²te²M²f²ev²Pv g²vi v²M²t²q v²Ktj;
- c²te² v²f²meK f²ite d²z² tei bv² ntj nvZ w² t²q tei Kivi B²uZ²nm v²Ktj;
- A²waK m²s²lb Rb²t² I qv eq² v²g²;
- g²v²t²qi v²f²meK I Rb bv² v²Ktj;
- g²v² Ac²o²t²Z f²M²t²j;
- g²v² g²v²bmK f²ite Am²y² ntj;
- mej w²z M²f²(m² v²te² c²h²tei Z²mi t²Li 14 w² b c²ti I ev²Pv c²he bv² nI qv)
- M²f²P m²v²_ Ab²v² m²v²vi Y Am²ly thg²b- nv²t²UP Am²ly uK²W²bi Am²ly, W²v²q²te²u²m, h²z²v, R²u²Om Ges D²P i² Pvc BZ²w² v²Ktj;
- c²te²m²R²wi q²v² c²he n²t²q v²Ktj |

mnvqK Z² - 3.2

[thme gwWDj t² t²K Z² t²bqv n²t²q²Q-

gv I iki i v² Ges c²np nelqK d²ik K²W²t²m²sn² K²g²m²px, t²K²q²vi ev²sj v²t²k;

nvI i G²v²K²vi A²w² w²i² R²b²t²M²v²xi R²b² v² f², cui² Q²b²Z²v I c²np t²mev²q u²ew²m²m mnv²q²K²v, G²d²G²m²B²D²ic-GB²P c²k²i, t²K²q²vi ev²sj v²t²k]

Mf²Zx g²v²t²qi hZæ

Mf²Zx g²v²t²qi c²np I L²evi

M²f²m²s²lb G²t²t²Q e²st²Z c²vi t²j c²o²Z²K b²vi xi D²uPZ nelq²u cui evi I v² K²g²v²K R²v²vt²b²v| g²v m²y² v²Ktj M²f²P iki I m²y² v²Kte| Mf²Zx g²v²t²qi v² f²v² i v²L²vi R²b² u²et²k I hZæ²bqv L²g² R²i a²i x| w²i² g²v²t²qi t²ct²u ax²i ax²i t²eto DV²vi R²b² g²v²t²qi kixi t² t²K c²np M²h²Y K²ti | G² K²vi t²YB Mf²Zx g²v²t²qi u²b²t²Ri I M²f²P iki i R²b² A²w²Z²ni² c²np i c²o²qv R²b² nq| GB A²w²Z²ni² c²np i R²b² Mf²Zx g²v²t²K v²f²me²t²Ki t²P²t²q A²t²b²K te²k cui g²v²Y L²evi t²L²t²Z n²te, w² t²b K²g²ct²y c²u²Pe²vi v²f²me²t²Ki t²P²t²q te²k Ges c²np Ki L²evi t²L²t²Z n²te|

- m²y² I mej iki R²b² v²t²bi R²b² Mf²Zx g²v²t²K A²w²Z²ni² L²evi I c²o²z cui g²v²t²Y c²mb t²L²t²Z n²te|
- Mf²Zx g²v²t²K m²K²v²j, v²g²y I i v²t²Zi L²ev²t²i i g²v²SL²vt²b %²u²b²K K²g²ct²y v²g² evi A²w²Z²ni² L²evi t²L²t²Z n²te| A²_ev v²f²me²K L²evi M²h²t²Yi mg²q u²K²Q²h² K²ti A²w²Z²ni² L²evi t²L²t²Z n²te|

- cōZir b mva'gZ kvK I memR, gvQ, Wj, wWg, ev'vg, gvsm I `g tL'Z nte|
- cō'ir b wFUmgb ŪGŪ mgx njy I Mvp meR i'oi djgj-, Zii Zi Kvix I kvK thgb- cvKv tctc, cvKv Avg, cvKv Kivij, Kgjv, wguō Kgov, MvRi, cB, cvjs, cvU, Kjgx kvK tL'Z nte|
- MfēZx gvtqi kixti AvtqumWtbi Afve ntj MtfP iki i kvixmi K I gvbimK ewx wKgz nq bv| ZvB MfēZx gvtK AvtqumWbhj j eY tL'Z nte|
- MfēZx gv chfB cni gvtY cni Ki Lveri bv tL'j iki Kg I Rb wbtq RbWmY Ki'Z cti | Kg I Rb wbtq RbWtbn iki i ewx I ewx Kg nq Ges gZi Sjk _vtK A'bk tenk|

MfēZx gvtqi cni PhP

- GKRb MfēZx gvtK kvixmi K cixyvi Rb' cti v MfRvtj Kgcty wZberi r'rk'k' m'vtUj vBU wKwtk/mi Kvix nvmcvZvtj /temi Kvix wKwtk ev nvmcvZvtj th'Z nte| kvixmi K cixyv Kivtbn ntj MfēZx gv Ges Zvi cni evi MfRvjxb my'Zv I wivct' mštb Rb'v'bi w'ltq cōqvRbxq Z' wKgz RvbtZ cvi teb;
- MfēZx gvtqi wbgwZ wbgwZ wLZ kvixmi K cixyvi, tj v Kiv'Z nte-
 - gvtqi tctU iki wKgz AvtQ wK bv Zv t'Lv;
 - gvtqi I Rb wKgz evotQ wK bv Zv t'Lv;
 - i³Pvc (tckvi) I cvtq cwb Avm cixyv Kiv;
 - m'ē ntj i³Pvc I c'k'ē cixyv Kiv|
- kvixmi K cixyvi wfi'ē'Z MfēZx gvtK r'rk'k'p KvQ t'k' c'vgk'w'Y Ki'Z nte;
- MfēZx gvtK wUw Bb'RKkb w' t'Z nte;
- Mfē'vq tKvb RvUj Zv t'Lv t'qv gv' ZvtK wBKU' r'rk'k' w' wbtq th'Z nte A_ev r'rk'k' c'vgk'w'btZ nte;
- cikjY cōB tmev'wbKvixK (thgb- cikjY cōB `vB, bvm'ev Wv³vi) w'ltq c'ne Kivt'vri e'e'v wbtZ nte;
- Mfē'vq Ges c'hte' mgq Ri'ni w'PwKrmvi cōqvRb t'Lv w' t'Z cti | GRb' AvtM t'k'KB cōZ _vK'Z nte|

MfēZx gvtqi i³vi Zvi mgm'v I KiYvq

Mfē'vq gv i³ r'Zvq f'vtj iki i³ r'Zv wbtq Rb'q| dtj iki i r'f'w'ek ewx e'nZ nq| gvtqi kixti i³i cni gvY Kg _vK'j iki i gZi Sjk te'to hvq| i³ r'Zv Mf'v'it'Yi AvtM _vK'j Mfē'vq Zv Avt'v te'to hvq| i³ r'Zv _vK'j c'neKvtj ev Mfē'vq tKvb Kv'it'Yi i³yiY NUtj Zv eU Kiv Kivb ntq c'to, GtZ gvtqi gZi Sjk te'to hvq| i³ r'Zvi Kv'it'Yi gvtqi c'neKvjxb hš'v I RvUj Zv mn' Kivi kvixmi K ygZv Ktg hvh, hvi dtj k'lm Kó ntZ cti | thme gvtq' i i³ r'Zv _vtK Zv' i MtfP iki i I Rb r'f'w'ek nvti ev'to bv| ZvB Mfē'vq Avqi bhj Lveri Lvl qv Lg Ri'ix|

Mf@Zx gvtqi i³vi Zvi mgm'v mgiavtb KiYxq

- Mf@Zx gvtqi tPvtLi cvZv d'vKvtk ntqtQ wKbv cixyv Kiv;
- Mf@Zx gvtqi wRnYv I nvtZi bL mv`vtU ev nj t`tU ntqtQ wKbv t`Lv;
- i³-f Zv tivta Mf@Zx I `y`vbKvix gvtK wbgqgZ Avqib ewo I Avqibmgx Lveri thgb-KPz djKwici cvZv, cvjs kvK, gUi kvK, Kij Rv, wWg, gvQ-gvsm, ZigR, Rvg, tLRy cfwZ tLtz nte;
- GQvor AvUv, wPov, tQvj v, gvmKj vBvtqi Wvj, Klvvtj i wvP cfwZ Avqibmgx Lveri tLtz nte|
- Avqib AvtQ Ggb Lveri Lvlqvi ci wFUmgb OmO AvtQ Ggb dj thgb- tjey Kgv, Avgj wK, Rvayv, KvgivOv, Rj cvB, tcqviv cfwZ tLtz Zv i³-f Zv tivta mnvqZv Kti;
- Mf@Zx gvtK Wv³vti i civgk@Abvqx Avqib ewo tLtz nte|

cne cui Kibv

cne cui Kibvi 5wU tgSij K wetePbvi nelq nt"Q-

- **mjw @ cne tmevi** `wt AvtM t_tKB wmvsl wbtZ nte tKv_vq mslb cne Kivtbv nte (nvmcvZvtj/ewotZ) Ges tmfvteB cfwZ wbtZ nte;
- **mjw @ cne tmev wKvixt** ewotZ chte cwi Kibv ntj AvtM t_tKB GKrb cikyY cOß `y avTx wbePb Kitz nte th cne tmev cOvb Kite| mslb chte mgq thme wRubm jvMte Zv cOZ ivLtz nte| thgb:
 - o wQvbiq cvZvi Rb" cwi@vi i Kbv cwj w_b thvMvo Kti ivLv;
 - o ev"pvi bvox Kivri Rb" bZb teW thvMvo I RxevYgy Kti ivLv;
 - o ev"pvi bvox ewavi Rb" 3 UKiv RxevYgy mZv ivLv;
 - o nvZ tavqvi Rb" mvevb ivLv;
 - o ev"pvtK iKivtbv I tgvortbvi Rb" `B UKiv cwi@vi I iKbv big Kvco thgb-cwi@vi kmo, jwz cOZ ivLv|
- **cwientbi ce@cOZt Riavx** cOqvRtb ev mgqgZ hvZvqvtZi Rb" wv Kkv/fvb cOZ ivLtz nte;
- **bM` mAt Mf@Zx I** cwi evitK Mf@vityi iia t_tKB bM` A_mAt Kitz nte hvtz th tKvb Riavx cwi w`wZ tgvKvtjv Kiv hvq;
- **Dchy i³-vZvt Mf@Zxi** GKB Mtci i³-vZvtK AewZ Kti ivLtz nte, hvtz wect`i gvtZ@tz i³ cvl qv hvq|

mnvqK Z_ - 3.3

[thme gWDj t_tK Z_ tbqv ntqt0-
gv I iki i ^r Ges cwi elqK dik KWI^tmSnr^©KgPr, tKqvi evsjv^k]

cwiZ gvtqi hZæ

gvtqi Ges iki i ^rfweK ^r^ idwi tq AvbtZ cwiZ gvtqi wetkl htZie c0qvrB-

- mšlb RbYtbvi ci gvtK AšZ 6 NsUv nek0g wbtZ nte;
- chte ci AvAK i^3 te ev Ab^ tKvb Kó ntj m½ m½ wPwKrmKtKi civgk^wtZ nte;
- gvtqi wjt^ _vKtj ev Ab^ tKvb Kó ntj m½ m½ wPwKrmKtKi civgk^wtZ nte;
- 6-8 NsUv nek0tgi ci ev_iatg hvl qv, beRvZKtK etK tUtB tbqv BZ^w^ Kvr iia Kiv DvPZ;
- hZ ZvovZmo mæ nUvPjv iia Kiv DvPZ| Zvntj wbtRtK mY' gtb nte, gv nI qvi mly AbfZ nte, civqLvbv ev c0te Kitz Kg Amvav nte, RivqjZ i^3 I Ab^ib^ te Rgv bv t_tK mntR tei ntZ cvti, dtj Rivqy iz tQvU ntq ^rfweK Ae^vq wdti Avtm, iki vtZ i^3 RgvU teta gvivZk ywzi mæebv Ktg hvq;
- tKvb Ae^vtZB 6 msvtni Avtm gvtqt^i mæY^rfweK KvrKg^iia Kiv DvPZ bq| G mgatq hZUv mæ nek0g wbtZ nte| w tbi te jv Lvl qvi ci Aek^B 2 NsUv Nsvtbv ^i Kvi;
- fvi x wRvbm tZjv ev tVjv A_ev tenk cwi k0gi Kvr Kiv DvPZ bq;
- mšlb RbYtbvi w b nvj Kv Lvevi w tZ nte| Zte ci w b t_tKB ^rfweK Lvevi t^lqv DvPZ;
- gvtqi Lvevti tenk cwi gvtY Avgl, t^æ, wUngb, LvbR c^v_©Ges c0z cwi gvY Zij cvbxq _vKtZ nte;
- mšlb RbYtbvi 6-8 NsUv ci Ges Gici c0Z 4 NsUv gvtqt^i wbtRi tPovq c0te Kiv DvPZ| Ab^_vq g^nalite সহজেই জীবাণুর সংক্রমণ ঘটতে পারে;
- mšlb RbYtbvi cti tKv0Kwv^ GKwU mvaviY mgm^v| tCU Ges tKvgti gvsmtckxi wkw_j Zv, Rbb0vi I Zvi Pvi cvtki e^_v BZ^w^ KvtY civqLvbv Kitz Amvav ntZ cvti | Zte ^rfweK Lvevi I c0z cvb tLjt Ges ZvovZmo nUvPjv iia Kijt G Amvav ^t nq;
- mšlb RbYnl qvi ciciB Rbb0vi/gj 0vi Ges Zvi Pvi cvk cwi^vi mvevb cvb/ tWUj cvb w tq atq cwi^vi Kvco ev m^wUvix c^w e^envi Kiv DvPZ| c0Zevi c0te/civqLvbv Kivi ci GKbfite hZætbqv DvPZ| AtbKjt^t Rbb0vti tmjvB t^lqv _vtK, tmjt^t tenk mveavbZv Ae j^b Kiv DvPZ;
- Rbb0vti tmjvB _vKtj mvaviY 5-7 w tbi gta^ Zv i wKtq hvq| hZw^b bv itKvq ZZw^b cktzi tMmj Kiv DvPZ bq;
- tbi wetkl hZætblqv DvPZ| c0Zevi iki tK ^b t^l qvi Avtm cwi^vi cvb w tq tbi teUv atq cwi^vi Kvco w tq gjt wbtZ nq;
- c0Zw^b AšZ wKQyY Dc0 ntq tkvqvi Af^vm Kiv DvPZ| GtZ Rivqy^rfweK Ae^vtB mntR wdti Avtm;

- Rbb^ovi ev Zvi Pricv^tk mš^lb Rtb^h mgq AZ^uaK Pvc covq th AvNvZ jv^tM, Zvi Rb^o কয়েকদিন ব্যথা থাকতে পারে। যদি ব্যথা খুব বেশি হয় বা ক্রমশ বাড়তে থাকে, তবে দ^hZ wP^uKrm^tKi c^ovgk^obl qv D^uPZ|

`y`vbKvixgvtqi c^o I Llevi

- e^tK ch^oB `g Avmvi Rb^o gvtK c^oZw^o b GKUzewowZ Llevi tL^tZ nte;
- Rtb^h ci t^otK iki hZw^o b ch^oS^le^tKi `g Lv^ote ZZw^o b ch^oS^lgvtK %^owbK Kgct^y 2 eri AwZwi^o ³ Llevi tL^tZ nte Ges ^or^ofweK Lv^o M^ht^oYi mgqI wKQ^oAv AwZwi^o ³ Llevi Lvl qv c^oq^oRb;
- c^oZw^o b mva^ogZ gv^oQ, gvsm, Wvj, wWg, ev^ovg, mxg, gUi^oi^oU, Mia^og^ou^ol/QvMj Gi `g tL^tZ nte;
- c^oZw^o b me^oR kvK-me^oR I th^otKvb dj Lvl qv AZ^oš^oDcKvix;
- ch^otei 42 w^o tbi g^ota^oB `y`vbKvix gv GK^oU D^oP ygZv m^oub^oewfUw^ogb ŪG^o K^ovc^om^oy I w^ofUw^ogb ŪG^o mg^ox Llevi, thgb- M^oip me^oR i^ot^oi kvK-me^oR, nj^oy dj gj-- M^ov^oRi, w^og^oo^oKg^oov cvKv t^oct^o, cvKv Avg, K^ow^ovj BZ^ow^o Lv^oteb;
- ev^oPv n^ol^oqvi ci 1 g^om c^oZw^o b 2 Uv K^ot^oi Avqib U^ovet^ojU I I Avqibmg^ox Llevi thgb- KPz d^oz^oK^ow^oci cvZv, cvjs kvK, gUi kvK, K^ow^oRv, wWg, gv^oQ-gvsm, Zig^oR, Rvg, tLR^oy c^of^ow^oZ Lv^oteb;
- `y`vbKvix gv c^oZw^o b Llev^ot^oi i m^ov^ot^o i^ov^ovi mgq AwZwi^o ³ i^ov^ovi t^oZj A^oev m^oe^o n^ot^oj Llev^ot^oi i m^ov^ot^o m^ovg^ov^o w^oN Lv^oteb;
- GQ^ovor `y`vbKvix gvtK c^oP^oz cwi gvt^oY c^ow^ob I Zij Llevi tL^tZ nte|

mnvqK Z^o - 3.4

[thme gwWDj t^otK Z^o tbqv ntqt^oQ- gv I iki i ^or^o Ges c^o nelqK d^ork K^ow^o/^otm^oš^ov^o K^og^om^oP^o, t^oK^oqv evsj^ov^ot^ok]

beRvZK iki i hZ^oe

Rtb^h ci 28 w^o b ch^oS^liki^ot^oK beRvZK etj | ch^otei ciciB beRvZ^ot^oKi h^ot^oZ^oe e^ovc^ot^oi mZK^ov^oK^ot^oZ nte, thgb-

- beRvZK^ot^oK 10 w^og^oub^ot^oUi g^ota^o g^ov^ot^oq i^oKv^ot^oZ nte I cwi^o ^ovi cwi^o "Qba^oKi^ot^oZ nte;
- beRvZK^ot^oK i^oK^ot^obv K^ovco w^o t^oq t^og^orov^ot^oZ nte;
- beRvZK^ot^oK D^o i^ovL^ot^oZ nte;
- beRvZK iki^ot^oK gvt^oqi kvj `g Lvl qv^ot^obv;
- Rtb^h ci c^oiB iki^ot^oK t^oM^om^oj Ki^ov^ot^obv h^ote bv;
- b^ov^of^oxi hZ^oamb^ot^oZ nte;
- t^oP^ov^ot^oLi I Z^ot^oKi hZ^oamb^ot^oZ nte;
- mg^oggZ w^oJK^ov w^o t^oZ nte;
- beRvZ^ot^oKi L^oivc j^oy^oY ev nec^o w^oP^oy tL^oqj i^ovL^ot^oZ nte|

beRvZtKi nec` evLvuc jYmgñ

- Rtbñi cici klm bv tbqv;
- Rtbñi ci bv Kùv;
- uLb@x nl qv;
- AÁvb ntq hvl qv;
- klm ubtZ ev QvoztZ Kó nl qv;
- kixti i Zvc tefo hvl qv;
- kixi Vùv ntq hvl qv;
- kixi njy i t0i ntq hvl qv;
- brfx jvj , brfxz `M@ ev c@ _vKv;
- Prgovq Nv-tdvmKv ev c@mn eo `vbr-jvj I tdvjv _vKtj ;
- Abei Z ewg nl qv;
- tbvztq cotj ev `rfmetKi tPtq Kg boiPov Kitj ;
- `@, AibqigZ Kùv ev KùtZ bv cvi tj |

Rtbñi ci ci hv Kiv DvPZ bq

- cv Dcti ati Dèv Kti beRvZKtK Sjtbtv;
- ev"PrtK _vào t`qv;
- ev"Pri kixti Vùv cmb uQuvtbv;
- Kvtb A_ev brtK evZvm t`qv;
- cmbtZ Pzvtbv;
- estKi LuPvq Pvc t`qv;
- বাচ্চাকে পর্যায়ক্রমে গরম ও ঠান্ডা পানিতে চুবানো;
- Mf@jtK Mig Kiv;
- Mf@jt i Atcyvq beRvZKtK tdjt i vLv;
- gL dyt`qv;
- Kvtb dyt`qv|

**G_tjv Kitj iki i DckvitZv nteB bv eis iki i ywZ nte|

mnvqK Z - 3.5

[thme gwWDj t_tK Z_ tbqv ntqt0-

nv l i Gj vKvi AvZ `wi`aRb#Mvóxi Rb` `v`", cui`Obz`v l cny tmevq wevmm mnvqKv, GdGmBDvc-GBP cKí ,
tKqvi evsj v`k]

uk'i tK wKv`vb

uk'i t`i A#bK i Kg tiw e`wa ntZ cvti | Gi gfa` m`úhwi Z wKv`vb Kg#P#Z AvUu ti v#Mi
c#Z#l aK wKv/Bb#RkKb Av#Q| wKv w`tq c#Z#i va#h#M` GB ti w`_tj v nj - ab#sKvi , w#wc`_wi qv,
úncs Kwk, h`zv, tcw#j l , nvg, tncvUvBwUm- we Ges tntgvdvBj vm Bbd#qAv-we| Múg Gj vKvq A`vqx
wKv#K`^a`vcb K#i Gme wKv t`qv nq| GQvov `vqx wKv`vb tK`^a#hgb- Dct#Rj v `v` KgtcK#
tRj v m`i nvmcvZ#j l tgw#Kj K#j R nvmcvZ#tj wKv t`qv nq|

tiw	DcmM@ j yY	tiw c#Z#l aK wKvi bug	wKv t`qvi eqm	KZevi wKv w`tZ nte
ab#sKvi	G tiv#M c#Z#B uk'i tPvqj k ³ ntq hvq Zvi g# Lj#Z Kó nq d#l tm gv#qi `# tL#Z cvti bv wL#Bb t`Lv t`q Ges kixi w#Q#bi w`tK ab#K#i gZ tet#K hvq	w#wc`_w	uk'i 6 m#v#n eqm t_tK 1 eQi ch#l	1 gym ci ci 3 eri
w#wc`_wi qv	uk'i Mjvi tFZ#i Astk GK ait#Yi c`P c#o Mjv d#j hvq, uk'i tL#Z cvti bv tmB m#% k#m Kó nq Ges R#j l nq	w#wc`_w	uk'i 6 m#v#n eqm t_tK 1 eQi ch#l	1 gym ci ci 3 eri
úncs Kwk	R#j, mw`@Aí Kwk Ges tPvL j#j ntq DW G tiv#Mi j yY Kwk `# m#v#n ev Zvi te#k mgq `vqx ntZ cvti GKevi `i#e n#j Kwk Avi _vg#Z P#q bv A#bK#Y Kwk#i ci t#k#l i w`tK eng ntZ cvti Ges Kd tei ntZ cvti uk'i `g w#tZl Kó nq	w#wc`_w	uk'i 6 m#v#n eqm t_tK 1 eQi ch#l	1 gym ci ci 3 eri
h`zv	আক্রান্ত শিশুকে অত্যন্ত পীড়িত দেখা hvq uk'i GKUv#v R#i f#M#Z _v#K Ges ax#i ax#i i#K#tq `# n#tq c#o l Rb K#t#g t#tZ cvti	wevmm#R	uk'i R#b#i 1 w`b t_tK 1 eQi ch#l	1 eri
tcw#j l	uk'i c#Z#B R#j Ges tmB m#_ gv_v, Nvo l g#v#m#t#ck#tZ e`_v nq g#v#m#t#ck#tZ e`_vi Kvi#Y nvg_vo w`tZ, `w#tZ ev n#w#tZ cvti bv uk'i `# n#tq c#o wKQy#b ci nvZ ev cv `vqx#v#e Aek ntq c#o	l i#j tcw#j l f#vK#mb (l w# w#f)	uk'i 6 m#v#n eqm t_tK 1 eQi ch#l	1 gym ci ci c#Z#B 3 eri w#wc#l#ú#i m#_ G f#vK#mb tL#Z nq 4_@ t#w#R nv#gi wKvi m#_ w`tZ nq
nvg	R#j Avi mw`@Kwk w#tq nvg `i#e nq tPvL j#j t`Lv#q 3/4 w`b ci M#tq j#j tP `v#v D#v K#tqK w`t#bi	nvg	uk'i 9 gym eqm c#Y# ci	1 eri

tiM	DcmM@ jjY	tiM cñZtIaK ñKvi big	ñKv t`qvi eqm	KZevi ñKv wñZ nñe
	gta` Zv Kij eY@vi Y Kti		t_ñK 1 eQi chñI	
tñcUñBñUñ- ñe	<p>Awakisk tyñIB ñkiñi gta` tñcUñBñUñ-বি ভাইরাসে আক্রান্তের jjY cñZñj Z nq bv ñKñ' cieZñZ Gme ñkiivB tñcUñBñUñ-ñe fiBiñmi `xññgqv`x evñK nñq _ñK cñgevi G tivñM আক্রান্ত হওয়ার লক্ষণ হল- Pñgov I tPñL nj`y nñq hvq, GñK RññM eñj; cñññei is nj`y nq; tññU e`_v Ges ññB mññ_ Rññ nq; yññv`v Ges eñg eñg fñe ev eñg nñq _ñK; gñsmñckx Ges nññoi সংযোগস্থলে ব্যথা হয়; আক্রান্ত ব্যক্তি me mgq A ñññ/Abññe Kti </p>	tñc-ñe	ñki i 6 mññn eqm t_ñK 1 eQi chñI	1 gym ci ci 3 evi
tññgññBj ñm Bbdñññññ-ñe	<p>এ সংক্রমণের মধ্যে অন্যতম হল e`ññUññ qñj g`ññbRññBññUñ (e`ññKññUññ qññ RññZ gñññññññññ সংক্রমণ) এবং মারাত্মক নিউমোনিয়া। Gññov G e`ññKññUññ qññ i`3, Aw` mñññ, nñño, Mjññ, Kññv Ges ñññññññññ আবরণে সংক্রমণ ঘটায়।</p>	GBPAññBñe	ñki i 6 mññn eqm t_ñK 1 eQi chñI	1 gym ci ci 3 evi

আৱতেকb 04 : ৱকি কুি Llevi

Avtj v' ৱেলqe`yt

- 4.1. gvtqi eʃki `g
- 4.2. ৱকি কুি evovZ Llevi
- 4.3. চুপ্গুব i yv Kti ৱকি কুি Llevi c`Z Kiv
- 4.4. চক্কয়Y cieZPKg©cui Kí bv
- 4.5. চক্কয়Y gj`vqb

Dfík` t

GB আৱতেকb tkʃl AskMhYKvi xMY- ৱকি কুি Llevi ৱনম্বে gvtqi eʃki `g I Ab`vb` evovZ I চুপ্Ki Llevi mʃúʃK©ej ʃZ I ৱেলq, ʃjv cvj b Ges GKwU KvhRi Kg©cui Kí bv cŷqb KíʃZ cvi teb|

c×wZ` t

Dbʃ ৱPŠl, e³Zv Avtj vPbv, gʃ Avtj vPbv, gW ৱgUvi |

চক্কয়Y DcKiY` t

cŷ kŷ, ৱde ৱkU, ৱWʃKwZ. ev I fij tkc ৱfc Kiv©, cvgŷbU gvKŷ, gww`b tUc/WK ৱKc, Kg©ui Kí bvi QK, gW ৱgUvi QK|

mgq t 3 N>Uv|

অধিবেশন পরিচালনা প্রক্রিয়া

ৱkLY চহি	আৱতেকb পরিচালনা প্রক্রিয়া	mgq
4.1	<ul style="list-style-type: none"> • আৱতেকʃbi` iiaʃZ AskMhYKvi x`i` ʃMZ Rvbv Kkʃw` ৱewbgq Kiab Ges ৱkLY DcʃhMx cwiʃek`Zwi Kiab • চক্কKti AvʃMi ৱ`ʃbi আৱতেকʃbi ৱেলq I ৱkLY mʃúʃK©RvbʃZ Pvb AskMhYKvi x`i` gZigZ I Avtj vPbv gva`tg ৱkLYmgn`úo Kiab 	30 ৱgubU
	<ul style="list-style-type: none"> • beRvZ ৱkiʃK gvtqi eʃki `g Lvl qvʃv I Qq gym eqm chŠl ৱkiʃK iagrŷ gvtqi `g Lvl qvʃv ৱেলqK chKkVW©AskMhYKvi x`iʃK cŷvb Kti mevB hvʃZ ʃ`LʃZ cvq Zv ৱbŷZ Kiab • AskMhYKvi xMY QweʃZ ৱK ৱK ʃ`LʃZ ʃcʃqʃQ Zv RvbʃZ Pvb • AskMhYKvi xMY hvʃZ mnʃRB Zv`i gZigZ RvbʃZ cvʃib tm Rb` cŷqvRʃb 2/1w ৱেলq awiʃq ৱ`b • Gfite Qwe, ʃjv ৱeʃkʃʃyi gva`tg ৱkiʃK kvj `g Lvl qvʃv Ges 6 gym eqm chŠl iagrŷ gvtqi eʃki `g Lvl qvʃv mʃúʃK©Avtj vPbv Kiab 	30 ৱgubU

4.2	<ul style="list-style-type: none"> • Oq t_#K PৱeYk gim eqm ch\$ ৱকি' i ৱovwZ Lৱevi ৱelqK dৱkKৱW@AskMhYKৱi. #t' i #K c0vb K#i ৱevB hv#Z t`L#Z cৱq Zv ৱbৱDZ Kiab • AskMhYKৱi. #MY Oৱe#Z ৱK ৱK t`L#Z tctq#Q Zv Rvb#Z Pvb • AskMhYKৱi. #MY hv#Z mn#RB Zৱt`i gZigZ Rvb#Z cৱtib tm Rb` c0qR#b 2/1W ৱelq ৱi#q ৱ`b • Gf#te Oৱe_#jv ৱe#k#t#Yi gva`tg 6 t_#K 24 gim ch\$ gৱtqi e#Ki `#ai cৱkvcwk ৱকি' #K ৱovwZ ৱK ৱK Lৱevi t`lq c0qRb Zv ৱPৱyZ K#i ৱW#KwZ. (I fij) ৱFc K#W@ ৱj ৱce# Kiab • Gevi ৱj ৱLZ ৱFcKৱW@#jv tcv#v#i Ggbf#te ৱvRvb hv#Z d#j i AvKwZ ৱiY K#i • Gici ৱvRvbv KৱW@#jv t`L#Z tKg b j ৱM#Q Rvb#Z Pvb G#q#t# DEi Av#te d#j i gZ • Gici e#j# Avgiv hv` ৱকি' i GB Lৱevi_#jv ৱ#Z cৱi Zv#j GiKg d#j i gZB Avq#t`i ৱকি' ৱl ৱy' l ৱy' i n#e 	30 ৱgubU
4.3	<ul style="list-style-type: none"> • AskMhYKৱi. #M#Yi K#tQ ৱকি' i Rb` cঞKi Lৱevi ৱKf#te `Zwi l cwi#ekb K#tZ nq c#k# K#i Zৱt`i DEi_#jv ৱc#k#tU ৱj ৱce# Kiab Gici Av#jvPbri gva`tg Zৱt`i ৱiYv `^Q Kiab • Gici ৱকি' i Rb` cঞKi ৱLP#D `Zwi i tK\$kj ৱ#u#K#Zৱt`i Zৱt`i ৱv#_ Av#jvPbri 	30 ৱgubU
	<ul style="list-style-type: none"> • Av#te#tb th ৱe ৱelq ৱbtq Av#jvPbri n#tq#Q Zvi ৱv#mst#q#c Ges g#-evZ#mgn# Av#jvPbri gva`tg ৱb#v` 0 Kiab • Av#jvP` ৱelq t_#K c#k#K#i ৱkLY hv#P#B Kiab 	30 ৱgubU
4.4	<ul style="list-style-type: none"> • eo `#j Av#jvPbri gva`tg cকঁyY উত্তর কার্যক্রমগুলো ঠিক করুন এবং সেই অনুযায়ী ৱK#t#i AskMh#Y GK#U Kg#wi K#i bv (ৱnvqK Z_ 4.4) c#q#b Kiab 	10 ৱgubU
4.5	<ul style="list-style-type: none"> • ৱnvqK Z_ 4.5 Ab#vq# cকঁyY g#-vq#bi Rb` ৱK#j AskMhYKৱi. #K Avg\$#Y Rvbvb Ges g#-vq#b c#wZ ৱ#u#K# ৱevB#K f#t#j v#Z AeMZ Kiab • cকঁy#Yi AvRZ ৱkLY f#el`#Z K#tR j ৱM#bri Av#K#i i Av#jv#K AskMhYKৱi. #t`i `# একজন প্রতিনিধিকে প্রতিক্রিয়া জানানোর জন্য অনুরোধ Kiab • cwi#k#l Dwi#c#bj-K e^3ব্য প্রদানের মাধ্যমে সবাইকে ধন্যবাদ জানিয়ে প্রশিক্ষণ কার্যক্রম ৱg#B Kiab 	20 ৱgubU

Avatektbi gjevZi

- Rtb# ci ci iki#K gvtqi ejKi kuj `y Lvl qvb| kuj `y m#KZ# Amxg `qvi `vb hv iki i kvi xii K I gvbimK epxi Rb" L#B DcKvix|
- Qq gum eqm t_#K gvtqi ejKi `jai cvkvcvuk iki#K cui etii mKtj hv Lvg tmBme `fmeK Llevi Lvl qv#v `i Kvi |
- 2 eQi chS#iki#K gvtqi ejKi `y Lvl qvb|
- iki#K Llevi Lvl qv#vi mgq Aek"B cui `vi cui "Qbzv eRvg ivL#Z nte|

mnvqK Z_ - 4.1

[thme gWDj t_#K Z_ tbqv ntqtQ-
gv I iki i `f" Ges cnp nelqK dtk Kiv,tm#n`KgmP, tKqvi evsj v#k]

iki#K gvtqi ejKi kuj `y Lvl qv#v

iki i Rb" gvtqi `yB tmiv Llevi | iki i c#qvRbxq cnp I kv#`vqK me,tjv Dcv`vb gvtqi `ja AvtQ| iki i kvi xii K I gvbimK epxi Rb" gvtqi `y L#B DcKix| beRvZ iki#K Rtb# ci ci B kuj `y Lvl qv#v DvPZ| ch#ei c#i KtqKw`b nij Kv nj`y i#0i GKUzNb th `y Av#m Zv#KB kuj `y etj | beRvZ iki i Rb" GB `y L#B DcKvix|

- Rtb# Avav N#Uv A_# 30 ugub#Ui g#a" beRvZK iki#K kuj `y Lvl qv#v i i#Ki#Z nte;
- kuj `y beRvZ#Ki kix#i c#qvRbxq cnp thvMvq I tivM c#Z#i va y#Zv evovq;
- beRvZ iki#K #v#b ev ugQixi mieZ, gayev c#b Lvl qv#v DvPZ bq;
- i agv# gvtqi `jaB iki i #L`v I #ccv#v tg#U;
- beRvZ iki hZ te#k gvtqi `y Uv#te, gvtqi ejK ZZ te#k `y Av#te|

Qq gum eqm chS#iki#K i agv# gvtqi `y Lvl qv#v

- Qq gum eqm (180 # b) chS#iki#K i agv# gvtqi `y Lvl qv#Z nte;
- Qq gum eqm chS#iki i Rb" tKej gvtqi `yB h#_o;
- Rtb# ci c#g Qq gum Zvi Ab" tKvb Llevi thgb- _ov `y, kieZ, c#b tKvb #KQz c#qvRb b#B;
- Qq gum eqm chS#gvtqi `jaB iki i #L`v I #ccv#v tg#U| GB eq#mi iki i c#i c#qvRb, Zvi meB gvtqi `ja AvtQ;
- iki#K #bq#Z gvtqi `y Lvl qv#j Wvq#i qv I `#`Kv#k Kg nq;
- gvtqi `ja th Avgl _v#K Zvi meUvB iki i kvi xii K I gvbimK epxi Rb" L# `i Kvi x;
- 2 t_#K 4 N#Uv ci ci A_ev iki i P#n`v Av#v#i Qq gum eqm chS#iki#K i agv# gvtqi `y Lvl qv#Z nte;
- GKB #bq#g iv#Zl gvtqi `y Lvl qv#Z nte;
- iki i Qq gum eqm chS#gvtqi `y t_#KB c#qvRbxq cnp cvq etj GB mgq gvtqi I te#k te#k c#i Ki Llevi Lvl qv L#B Ri#ix|

[thme gwWDj t_#K Z_ tbqv ntqtQ-
gv I iki i "i" Ges cjo nelqK dik KiW,tmSnv`KgmPr, tKqvi ersj vt`k]

Qq t_#K Pveik gum eqm chiki i evovZ Llevi

- iki i eqm Qq gum cvi ntj B ZvtK gvtqi `jai cvkvcnk evovZ Llevi w`tZ nte| Kri Y G mgq iki i kvixxi K I gvbwmK ep`x nq, ZvB c0qvRb nq AvZwi³ cjo i;
- Qq gum eqm cY`ntj B gvtqi `jai cvkvcnk w`tb `B t_#K wZb evi evovZ Llevi w`tZ nte;
- eqm evovi mvt_ mvt_ iki i "fmeK ep`xi Rb" evovZ Llevi i cui giYI evovtbi c0qvRb| hwi I Rb wbtq t`Lv hvq th, iki wKgz evotQ bi ev eqm Abjvqx Zvi I Rb Kg Zvntj ZvtK Nb Nb gvtqi `jai cvkvcnk teik teik evovZ Llevi Lvl qvtZ nte;
- evovZ Llevi wnmvte wwfbaocjo Ki Llevi thgb-
 - o Avj ym`x I Wvj PUKtq;
 - o Wvj ev `ja tFRv`bv i au;
 - o dtj i im I PUKv`bv t`kxq dj, thgb- Kjv, tctc, Kuvj, tcqviv, Avg, Avbri m BZ`w`;
 - o `jai cvtqm ev `g w`tq ivbKiv mYR;
 - o big wmx wWg;
 - o fvZ, gwW, wPov `g w`tq big Kti tqtL;
 - o kvK mevR, Pvj, Wvj I tZj w`tq big wLw i ivbKti;
 - o UtqtUv, gUi i wL, dzKuc, mxg I Ab`vb` kvK mevR fij Kti wmx Kti PUKtq;
 - o Gme Llevi gvQ I gism I PUKtq t`qv hvq;
 - o Llevi i mvt_ Avtqvwbhj` j eY w`tZ nte;
- evovZ Llevi i mvt_ iki tK chfB wbi vc`cnb I Ab`vb` Zij Llevi w`tZ nte;
- evovZ Llevi i cvkvcnk gvtqi `g Aek`B evi evi Lvl qvtZ nte|

[thme gwWDj t_#K Z_ tbqv ntqtQ-
cjo I "i" i avi Yv Ges Avqgj-K KtRi c0wZ, Avi Gguc, tKqvi ersj vt`k;
gv I iki i "i" Ges cjo nelqK dik KiW,tmSnv`KgmPr, tKqvi ersj vt`k]

cjogub iyv Kti iki i Llevi c^Z I cui tekb Kiv

iki i Llevi c0Z Kivi mgq Avgiv A#bK mgq bi etS Lv` , Y bo Kti tdw | iki i Llevi c0Z Kivi mgq Avgv` i tK wbtPi nelq, tjv j`y` ivL#Z nte-

- Avj yfij Kti a#q tLwvwmn tKtU ivbKij teik wFUmgb cvl qv hvq;

iki cwi PhP l cwi elqK cikjY gwWDj

- Abivb kvK-mewR KvUvi AvfMB ašq ubtZ nte Ges hZUv mæe eo eo UKtiv Kti KvUtz nte, ZvtZ Lv`i Yv Y eRiq vfk;
- mewR tktU cmbtZ tenkjY wfrtq ivLv hvte bv, Kvi Y GtZ wFUmgb bó ntq hvq;
- wx Kivi mgq mewR/Zi Kvi xtz Aí cmb w`tq w`tz nte;
- wx Kivi ci hv` wKQzcvb Aekó vfk Zv tdjt bv w`tq Wvj ev Ab` Zi Kvi x ivbvi mgq t`qv thtZ cvti | Kvi Y GtZ cPz wFUmgb vfk;
- nwo-cwZtj i gly fij Kti tXtK ivbvi Kitz nte, GtZ meR kvK-mewR I Zwi Zi Kvi xi Lv`gvb eRiq vfk;
- tenk Zvtc AšKjY aš kvK-mewR I Zwi Zi Kvi x ivbvi Kitz wFUmgb euj vstk bó ntq hvq;
- cwi gvY gZ tZj w`tq kvK-mewR ivbvi Kitz Lv`gvb evto I Zv mntrB iki i kixi MbY Kitz cvti;
- wWg Aí Ztzc wx Kiv DwPZ, Zvtjt big I mntr nRg nq;
- Wvj tenkjY dštjt Gi Lv` Y tešo hvq I iki i mntr nRg nq;
- fvZ ivbvi Kivi mgq gvo tdjt v DwPZ bv | Kvi Y fvZi gvo Ly cyóKi;
- iki i Lvevi Mig vKv Ae`tzB cwi tekb Kitz nte;
- Lvevi Aek`B fij hvte tXtK ivLtz nte, hvTZ gkv-gwQ, ajvvej I mewfbæti vMRxevYy wgtZ bv cvti;
- iki tK Lvevi Lvl qvšvi AvfM gvšqi `š nuz Kwâ chšl mveb w`tq fij hvte ašq ubtZ nte;
- Lvevi memgq cwi`vi vj v evUtz cwi tekb Kitz nte;
- iki tK Aek`B ibivc` cmb cvb Kitz nte;
- iki i Lvevi cšZ Kivi mgq AvtqmWbhš j eY e`envi Kitz nte |

iki Rb` cwi Ki vLPw cšZ cšvj x

DcKiYt

- Pvj - 180 Mšg (3 QUvK);
- Wvj - 60 Mšg (1 QUvK);
- tšmsx mewR- 60 Mšg (1 QUvK);
- tZj - 1 tUvej PvgP;
- AvtqmWbhš j eY- cwi gvY gZ |

cšZ cšvj xt

cštg Pvj I Wvj GKtT wgnktq ašq ubtZ nte Pšvq w`tz nte | Pvj I Wvj wx ntq Gtj ašq tktU ivLv mewR, tjt v Wvj I Pvtj i gta` w`tq big Kti wx Kitz nte | bvgvšvi AvfM GK tUvej PvgP tZj I cwi gvY gZ AvtqmWbhš j eY w`tq Nšv w`tq Nšv big Kitz nte | GB mewRi mvš gvQ ev gysmI t`qv hvq | GB vLPw iki i eqm AbšvTZ Zij ev Avav Zij Kti %Zwi Kitz nte | iki tK cšg cšg GB Lvevi Aí cwi gvY Lvl qvtZ nte, Avf`Avf`I cwi gvY evovTZ nte |




মনোৱক Z_ 4.4

ক্ৰমিক কৰ্মসূচীৰ ওপৰত

ক্রমিক	কৰ্মসূচী	ত্ৰুটিৰ কাৰণ	সমাধান	চৰ্তাৱলীৰ মনোৱক

মনোৱক Z_ 4.5

উপৰোক্ত তথ্যৰ ওপৰত গুৰুত্বপূৰ্ণ হৈছে। ইয়াৰ মাজত আৱৰ্ণিত্যৰ কাৰণ কি?।

 ফাঁহী	 ত্ৰুটিৰ কাৰণ ফাঁহী	 ফাঁহীৰ কাৰণ

মনোৱকৰ কাৰণ

- এটা গুৰুত্বপূৰ্ণ তথ্যৰ ওপৰত ত্ৰুটিৰ কাৰণ কি?।
- ওপৰোক্ত তথ্যৰ কাৰণ কি?।
- ওপৰোক্ত তথ্যৰ কাৰণ কি?।
- ওপৰোক্ত তথ্যৰ কাৰণ কি?।
- ওপৰোক্ত তথ্যৰ কাৰণ কি?।
- ওপৰোক্ত তথ্যৰ কাৰণ কি?।
- ওপৰোক্ত তথ্যৰ কাৰণ কি?।

Z_mF

RxebZ_, BDibfmd, 2010

Rxeb `yZvgj-K cikyY gwWDj - 3, wi K

beRvZfKi AZ`vek`Kxq cwi Phel, wPfgij v, tmf `v wPj fWb

cyo I `f`i avi Yv Ges Avqgj-K KvRi cOwZ, iaij tgBbUbrY tcMog (Avi Ggic), tKqvi
evsj v`k

dKkKw@- gv I iki i `f` Ges cyo, tmšv`KgnPr, tKqvi evsj v`k

gv I iki i `f` i yv, gvKgrmrvqKv, cwi evi cwi Kí bv Avb`Bi

`f` I cyo wPfgij v, e`vK cveij fKkY, 2005