

Milestones Matrix by objectives and year: HRM section

Major objectives	Major Activities under the Objectives	Milestones					Assumptions
		2023	2024	2025	2026	2027	
1. To simplify the recruitment process so that 10% minority and 0.50% persons with disabilities can be recruited with keeping male female ratio as 50:50	1.1 Development of simple and easy format 1.2 Mentioning in the advertisement that minority and persons with disabilities will be given preference.	Minority Inclusion- 5% Disability Inclusion- 0.25% Male female ratio 65:35	Minority Inclusion -5% Disability Inclusion - 0.25% Male female ratio 60:40	Minority Inclusion- 7% Disability Inclusion- 0.35% Male female ratio 55:45	Minority Inclusion- 10% Disability Inclusion- 0.40% Male female ratio 50:50	Minority Inclusion- 10% Disability Inclusion- 0.50% Male female ratio 50:50	<ul style="list-style-type: none"> Retention of qualified staff in the coastal areas Setting female professionals in the senior positions Reference checking from previous organization Local political interference in the recruitment process
2. To recruit 90% staff from Teknaf, Ukhiya and Cox's Bazar in the Rohingya response	2.1 Mentioning in the advertisement about the locations. 2.2 Selecting the candidates from the locations	70%	75%	80%	90%	90%	
3. To keep the promotion and transfer policies in place and implementing accordingly	3.1 Preparation of policies 3.2 Sharing with staff 3.3 Getting approval from EC	These two policies will be followed for promoting the next positions and transfer to other offices					
4. To conduct the staff appraisal regularly	4.1 Revision of appraisal format	100% staff	100% staff	100% staff	100% staff	100% staff	
5. To revise the HR Policy	5.1 Sharing with staff of the draft revised of HR Policy 5.2 Finalization of policy and taking approval from EC		HR Policy revision through participatory way				

6. To initiate on the job and one to one training approach along with classroom training courses	6.1 Staff selection 6.2 Curriculum development	50% staff for one to one training and 30% staff for class room training	60% staff for one to one training and 40% staff for class room training	70% staff for one to one training and 60% staff for class room training	85% staff for one to one training and 80% staff for class room training	100% staff for one to one training and 100% staff for class room training	
7. To develop knowledge-based, self-managed and physically fit leadership	7.1 Staff orientation on life discipline 7.2 Staff habituated for study of development materials	30% staff	40% staff	45% staff	50% staff	60% staff	