

Government of the People's Republic of Bangladesh  
Planning Commission  
Programming Division  
Urban Resilience Project (URP):  
Project Coordination & Monitoring Unit (PCMU)  
Bhaban-13, (2nd Floor), Sher-e-Bangla Nagar, Dhaka.

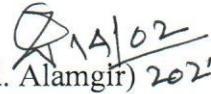
No-20.06.0000.024.06.014.20/23

Date: 14/02/2021

**Subject: Minutes of the 13<sup>th</sup> Project Steering Committee (PSC) meeting on "Urban Resilience Project (URP)".**

The undersigned is directed to send herewith the minutes of the 13<sup>th</sup> Project Steering Committee (PSC) Meeting on "Urban Resilience Project (URP)" chaired by Mr. Mohammad Jainul Bari, Secretary, Planning Division and Member, Programming Division, Planning Commission held on 28 January, 2021 for your kind information and further necessary action.

**Enclosure:** As stated.

  
(Md. Alamgir) 2021  
Director  
Phone: 9180903

**Distribution: (not according to seniority)**

1. Senior Secretary, Local Government Division, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Disaster Management and Relief, Bangladesh Secretariat, Dhaka.
3. Secretary, Ministry of Housing and Public Works, Bangladesh Secretariat, Dhaka.
4. Secretary, Security Services Division, Ministry of Home Affairs, Bangladesh Secretariat, Dhaka.
5. Secretary, Finance Division, Ministry of Finance, Bangladesh Secretariat, Dhaka.
6. Secretary, Economic Relations Division, Ministry of Finance, Sher-e-Bangla Nagar, Dhaka.
7. Secretary, IMED, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
8. Additional Secretary, (PT) Planning Division, Sher-e-Bangla Nagar, Dhaka.
9. Chief, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
10. Chief, Physical Infrastructure Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
11. Chief, SEI Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
12. Chief, General Economic Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
13. Director General, URP: PCMU, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
14. Chief Executive Officer, Dhaka North City Corporation (DNCC), Gulshan, Dhaka.
15. Chief Executive Officer, Dhaka South City Corporation (DSCC), Nagar Bhaban, Dhaka.
16. Chief Executive Officer, Sylhet City Corporation, Sylhet.
17. Chairman, Rajdhani Unnayan Kartipakhkha (RAJUK), 1, Rajuk Avenue, Dhaka.
18. Director General, Department of Disaster Management (DDM), Mohakhali, Dhaka.
19. Director General, Fire Service and Civil Defense Department, Kazi Alauddin Road, Dhaka.
20. Joint Chief-2, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.

**M & E Consulting Firm:**

Team Leader, House-469 (level-3), Road-31, New DOHS, Mohakhali, Dhaka -1206.

**The World Bank:**

MS. Swarna Kazi, TTL, URP, World Bank, Dhaka.

**C.C for information and necessary action:**

1. Project Director, URP: DDM Part, Department of Disaster Risk Management, Mohakhali, Dhaka.
2. Project Director, URP: RAJUK Part, RAJUK Bhavan, Rajuk Avenue, Gulshan-1, Dhaka.
3. Project Director, URP: DNCC Part, Dhaka North City Corporation, Gulshan-2, Dhaka.
4. P.S. to the Secretary, Planning Division and Member, Programming Division, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
5. P.O. to Chief, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
6. P.O. to the DG/PD, URP: PCMU, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.

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**Subject: Minutes of the Project Steering Committee (PSC) meeting on Draft Final Report (March 2015 to December 2020) and 2<sup>nd</sup> Annual Progress Report (July 2019 to June 2020) of "Urban Resilience Project (URP)".**

Date : 28 January, 2021, Thursday  
Time : 02:00 PM  
Venue : Conference Room, Planning Division, Sher-e- Bangla Nagar, Dhaka.  
Chairperson : Mr. Mohammad Jainul Bari, Secretary, Planning Division and Member, Programming Division.  
Participants : List of participants is enclosed in Appendix - 'A'

**Presentation:**

At the outset, the Chair welcomed the members of the meeting. After introduction of the participants and exchanging pleasantries, with the kind permission from the chair Director General (DG)/ Project Director (PD), URP: PCMU presented the agenda of the meeting. DG, PCMU mentioned that today's deliverables cover the Final Report for the period of March 2015 to December 2020 and the URP 2<sup>nd</sup> Annual Report for the period of June 2019 to July 2020 subsequently. These reports were prepared by the M&E consulting firms as mentioned in the ToR and is placed for the approval of today's meeting. Finally, he requested the National M&E Consultant of GOPA & SSIL to present those reports.

**Discussion:**

Agency wise discussion and decisions are described below:

Sl. No.	Agenda	Discussion	Decision
1.	Progress Review (Physical and Financial)	<p>Before going to the detail discussions, M&amp;E Consultant Mr. Shamsul Arefin presented a short overview of the Urban Resilience Project (URP) including its different sub-components and the agencies involved in the implementation process regarding their activities and achievements.</p> <p>The committee members had an understanding on the nature and different components of the project. After, detailed discussions the following decisions were made as per respective sub components:</p> <p><b>a) URP: DDM</b> DDM is responsible for <u>Component A1</u>: Renovate and outfit national-level Disaster Risk Management (DRM) facilities; and <u>Component A5</u>: Provide Training, Exercises and Drills (TED) to national-level and local-level agencies involved in DRM. TED (Training, Exercise and Drill) is very much</p>	

Sl. No.	Agenda	Discussion	Decision
		<p>important to achieve the Project Development Objective (PDO) and Intermediate Results Indicators (IRIs).</p> <p>Under <u>Component A-1</u>: The M&amp;E consultant informed that DDM made significant progress on the renovation of Emergency Response &amp; Communication Centre (ERCC) and National Disaster management Research &amp; Training Institute (NDMRTI). As per the update of the M&amp;E team the physical work progress of ERCC (Emergency Response &amp; Communication Centre) and NDMRTI (National Disaster management Research &amp; Training Institute) was found 90% completed till date.</p> <p>In <u>Component A-5</u>: DDM hired the REM-DTCL consortium to conduct TED program. But after implementation of one introductory training (6 batches) and a Drill (1 batch) the program was postponed due to DDM's management inefficiency and outbreak of COVID-19 pandemic. Both the DDM-PIU and REM/DTCL are now working for financial settlement to avoid any future arbitrations.</p> <p>In this regard, the M&amp;E Consultant informed that completion of the TED program is significant to achieve the Project Development Objective (PDO) Indicator 3, Intermediate Results Indicator (IRI) 6 &amp; 7 of the URP Result Framework. Without achieving these indicators, the overall project objectives will not be fulfilled.</p> <p>Mr. Zillur Rahman- Director (O&amp;M), Fire Service and Civil Defense (FSCD) expressed that the TED is very much necessary for them specially to achieve the INSARAG (International Search and Rescue Advisory Group) certificate course, which is significant for FSCD. But in response of the G2G proposal of FSCD, the proposal need to be forwarded from the line Ministry of DDM in consultation with the World Bank following their (WB) procedure. He requested the Chair to take necessary measures to resume TED program. To expedite the process in short period of time, he proposed to hire/ procure trainer following a G2G (Government to Government) protocol from Indonesia or Singapore who have profound knowledge and efficiency in this regard.</p>	<p>PD, URP: DDM part will take the necessary measures to complete the work in time.</p> <p>DDM could solve the issues with negotiations/amicable solutions with the concern consulting firms.</p> <p>PD, URP: DDM will take necessary steps/efforts to resume the TED (Training, Exercise &amp; Drill) program.</p> <p>DDM will examine the rules/regulations for G2G contracts and take the next steps accordingly with WB and the line Ministry.</p>



Sl. No.	Agenda	Discussion	Decision
		<p><b>b) URP: DNCC</b></p> <p>DNCC is responsible for the following components:</p> <p><u>Component A2:</u> Build, renovate and outfit local-level City Corporation and Fire Service and Civil Defense DRM facilities in Dhaka and Sylhet;</p> <p><u>Component A3:</u> Supply, install and integrate specialized Emergency Management and Communications Technology (ECT) equipment for DRM and emergency response within national-level and local-level agencies;</p> <p><u>Component A4:</u> Supply specialized search and rescue equipment to local-level agencies involved in DRM.</p> <p>It was discussed that most of the establishments under component A2 have been completed but the Greenfield tower construction work is delayed due to lengthy approval process of the RDPP.</p> <p>PD, URP: DNCC again pointed to the failure of the TED program which has a very strong connection with the equipment purchased for FSCD and the training of their operators. He also mentioned that the construction of NDMRTI has progressed well but not completed, however, some international tenders of DNCC in this regard are also being delayed.</p> <p>The M&amp;E Consulting firm raised the issue of the Operating &amp; Maintenance (O&amp;M) and Sustainability of all purchased equipment under DNCC.</p> <p>Mr. Zillur Rahman, Director (O&amp;M), FSCD also added that FSCD possesses many valuable equipments, but it (FSCD) was not provided any driver or operator for operations and maintenance. He requested the Chair to make provision for O&amp;M under URP. The representative of the Ministry (Security Services Division) present in the meeting agreed to work in close collaboration with FSCD in this regard.</p> <p><b>c) URP: RAJUK</b></p> <p>RAJUK is responsible for B1, B2, C1, C2, C3 and C4 components. The PD, URP: RAJUK informed that Urban Resilience Unit (URU) activities has started in full swing and site</p>	<p>PD, DNCC will take necessary measures and communicate with line ministry proactively in consultation with the World Bank following their (WB) procedure so that the RDPP approval process may be done very soon with justification.</p> <p>Regarding the O&amp;M provision, FSCD will make the request (incorporating the need for required budget and manpower and others) through the Ministry of Home Affairs (Security Services Division).</p> <p>Regarding recruitment for required manpower, RAJUK will make a proposal and send it to the Ministry of Public</p>

Sl. No.	Agenda	Discussion	Decision
		<p>office has already been established. Now they require the approval of budget and manpower for URU, for which he seek recommendations from the Chair. With that reference, RAJUK may seek attention from Ministry of Finance and Ministry of Public Administration.</p> <p>He also said that equipments for the lab have already been delivered within stipulated time. The PD: RAJUK also mentioned that the required staff is needed for the operations and sustainability of URU (Urban Resilience Unit).</p> <p>Under the Professional Accreditation Program (PAP) the RFQ has been issued for three agencies. RAJUK is waiting for the Ministry's approval to sign contract with the selected agency.</p> <p><b>d) URP PCMU:</b> The responsibilities of PCMU is to oversee the project implementation, Monitoring and Evaluation. Also, to provide necessary institutional arrangements for implementation, monitoring and evaluation to ensure efficiency, transparency, and accountability in the implementation process of project activities. PCMU has appointed GOPA-SSIL consortium as the M&amp;E consulting firm to provide the M&amp;E services for the URP.</p>	<p>Administration as per rules and regulations through their line Ministry.</p> <p>RAJUK will expedite work progress in order to accomplish all targeted works within timeframe specially the construction and operation of URU.</p> <p>PCMU will continue its active Monitoring &amp; Evaluation function and carry out coordination as long as the project continues.</p>
2.	Review and Acceptance of Final Report	M&E team presented the Final Report and the Annual Progress in details including the institutional arrangements of URP, the physical and financial progress, update of result framework, challenges & opportunities and recommendations and conclusions.	The Final Report and the Annual Progress Reports was endorsed in the meeting provided that the M&E team will incorporate the suggestions and proposals discussed in the meeting and finalize the reports with updated information.

### Concluding Remarks

The chair advised everyone to work with wisdom and sincerity. The meeting ended with a vote of thanks from the chair.



Mohammad Jainul Bari  
Secretary  
Planning Division  
and  
Member (Programming Division)  
Planning Commission.

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 Bhaban-13 (2nd Floor), Sher-e-Bangla Nagar, Dhaka.

**Subject : Attendance for the 13<sup>th</sup> Project Steering Committee (PSC) Meeting of "Urban Resilience Project (URP: PCMU)".**

**Date :** 28 January, 2021 at 2:00 pm.

**Venue :** Conference Room, Planning Division, (Building -10, Room -03, Ground Floor).

**Chairman:** Mr. Mohammad Jainul Bari, Secretary, Planning Division and Member, Programming Division, Planning Commission.

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