

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.

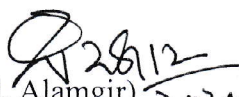
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Date: 28/12/2020

**Subject: Minutes of the Technical Committee Meeting on Draft 9<sup>th</sup> Quarterly Progress Report and 2nd Annual Progress Report for the duration of July, 2019- June, 2020 of "Urban Resilience Project (URP): PCMU".**

The undersigned is directed to send herewith the minutes of the Technical Committee Meeting on Draft 9<sup>th</sup> Quarterly Progress Report and 2nd Annual Progress Report from July, 2019-June, 2020 of "Urban Resilience Project (URP): Project Coordination & Monitoring Unit (PCMU)" held on 09 December, 2020 for your kind information and necessary action.

**Enclosure:** As stated.

  
(Md. Alamgir) 28/12/2020  
Director  
Phone: 9180903

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

1. Senior Secretary, Ministry of Local Government Division, Bangladesh Secretariat, Dhaka.
2. Secretary, Ministry of Disaster Management and Relief, Bangladesh Secretariat, Dhaka.
3. Secretary, Economic Relations Division, Sher-e-Bangla Nagar, Dhaka.
4. Secretary, Ministry of Housing and Public Works, Bangladesh Secretariat, Dhaka.
5. Secretary, Implementation Monitoring and Evaluation Division, Sher e Bangla Nagor, Dhaka.
6. Chairman, Rajdhani Unnayan Kartipakhkha (RAJUK), 1, Rajuk Avenue, Dhaka.
7. Director General, Department of Disaster Management (DDM), Mohakhali, Dhaka.
8. Director General, Fire Service and Civil Defense Department, Kazi Alauddin Road, Dhaka.
9. Chief Executive Officer, Dhaka North City Corporation (DNCC), Gulshan, Dhaka.
10. Chief Executive Officer, Dhaka South City Corporation (DSCC), Nagar Bhaban, Dhaka.
11. Chief Executive Officer, Sylhet City Corporation, Sylhet.
12. Director General, URP: PCMU, Programming Division, Planning Commission, Dhaka.
13. Project Director, URP: DDM Part, Department of Disaster Risk Management, Mohakhali, Dhaka.
14. Project Director, URP: RAJUK Part, RAJUK Bhavan, Rajuk Avenue, Gulshan-1, Dhaka.
15. Project Director, URP: DNCC Part, Dhaka North City Corporation, Gulshan-2, 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. P.S. to the Senior Secretary, Planning Division and Member, Programming Division, Ministry of Planning, Sher-e-Bangla Nagar, Dhaka.
2. P.O. to Chief, Programming Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.
3. 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 Technical Committee meeting on Draft 9<sup>th</sup> Quarterly Progress Report and 2<sup>nd</sup> Annual Progress Report for the duration of July, 2019- June, 2020 of "Urban Resilience Project (URP)".**

Date : 09 December, 2020, Wednesday  
Time : 11.00 AM.  
Venue : Conference room of Programming division, Planning Commission, Sher-e-Bangla Nagar, Dhaka.  
Chairperson : Mr. Khandker Ahsan Hossain, Chief, Programming Division, Planning Commission  
Participants : List of participants is enclosed in Appendix - 'A'

**Presentation:**

At the outset, the Chair welcomed the members of the meeting. After introduction and exchanging pleasantries, he requested the Director General (DG)/ Project Director (PD), URP: PCMU to present the agenda of the meeting. With permission from the Chair, DG, PCMU mentioned that today's deliverable covers the 9<sup>th</sup> Quarterly Report (April- June, 2020) & 2<sup>nd</sup> Annual Progress Report (July, 2019 to June, 2020) of the URP. This report has been prepared by the M&E consulting firms as mentioned in the ToR and is placed for the approval of the meeting. Finally, he requested the National M&E Consultant of GOPA & SSIL to present the Report.

**Discussion:**

Agency wise discussion and decisions are described below:

Sl. No.	Agenda	Discussion	Decision
1.	Progress Review (Physical and Financial)	<p>Before going into the detail discussion, the M&amp;E Consultant Mr. Shamsul Arefin presented a short over view of the Urban Resilience Project (URP) including its different sub-components and the agencies involved in the implementation process.</p> <p>The committee members had an understanding on the nature and different components of the project. Later, detailed discussions and following decisions were made as per respective sub components:</p>	

Sl. No.	Agenda	Discussion	Decision
		<p><b>a) <u>URP: DDM:</u></b></p> <p>DDM is responsible for the following components:</p> <p><i>Component A1: Renovation and outfit national-level Disaster Risk Management (DRM) facilities; and Component</i></p> <p><i>Component A5: Provide Training, Exercises and Drills (TED) to national and local-level agencies involved with DRM.</i></p> <p>Under Component A1, the M&amp;E consultant informed that DDM made significant progress on the renovation of Emergency Response Coordination Centre (ERCC) and National Disaster Management Research and Training Institute (NDMRTI). As per last visit by the M&amp;E team on 06 December, 2020 the work progress of ERCC was found 75% &amp; NDMRTI 65-75% completed.</p> <p>In the Component A5, 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 COVID-19 pandemic. Both the DDM-PIU and REM/DTCL is now working for financial settlement to avoid any future arbitration.</p> <p>In this regard, the M&amp;E Consultant informed that completion of the TED program is crucial to achieve the Project Development Objective (PDO) Indicator 3, Intermediate Results Indicator (IRI) 6 &amp; 7 of the URP Results Framework. Without achievement of those indicators, the project development objectives will not be achieved.</p> <p>Mr. Zillur Rahman, Director (O&amp;M), Fire Service and Civil Defense (FSCD) expressed that the planned TED would be very much helpful for them specially to achieve the International Search and Rescue Advisory Group (INSARAG)</p>	<p>The committee members agreed that TED is significant to achieve the PDO.</p> <p>But in response to the G2G proposal of FSCD it was decided that the proposal need to be forwarded from the line Ministry following due procedure to the World Bank.</p>

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Sl. No.	Agenda	Discussion	Decision
		<p>certificate, which is important for FSCD. He requested the Chair to take necessary measures so that the TED programme resumes again. To expediate the training process in a short period of time, he proposed to hire/procure trainer following a G2G (Government to Government) protocol from Indonesia or Singapore who have advanced knowledge and efficiency in this regard.</p> <p><b>b) <u>URP: DNCC:</u></b></p> <p>DNCC is responsible for the following components:</p> <p><i><u>Component A2:</u> Build, renovate and outfit local-level City Corporation and Fire Service and Civil Defense DRM facilities in Dhaka and Sylhet;</i></p> <p><i><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;</i></p> <p><i><u>Component A4:</u> Supply specialized search and rescue equipment to local-level agencies involved in DRM.</i></p> <p>It was discussed that most of the establishments under A2 have been completed but the Greenfield tower construction is delayed due to not getting the approval of RDPP.</p> <p>Procurement of some of the ICT packages under A3 were cancelled due to not getting approval of the High Frequency (HF) approval from BTRC.</p> <p>The M&amp;E Consulting firm raised the issue of the Operation &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 so many valuable equipment's but was not provided any driver or operator to operate and maintain at present. He requested the</p>	<p>DNCC-PD will take necessary measures and communicate with line ministry proactively so that the RDPP approval process is done immediately.</p> <p>All PDs from the implementing agencies need to present in the Technical Committee and PSC meeting. If not possible to attend the meeting, they will inform it to the PCMU and ensure his appropriate representative in the meeting.</p> <p>FSCD will send proposal to the Security Services Division under Ministry of Home Affairs for required budget and manpower proposal to operate the equipment's purchased under this project.</p>

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		<p>Chair to make such provisions for O&amp;M under URP.</p> <p>The PD, URP-PCMU expressed his dissatisfaction as PD-DNCC part remain absent in these meetings for long period of time; and the RDPP of DNCC was not yet approved.</p> <p><b>c) <u>URP, RAJUK:</u></b></p> <p>RAJUK is responsible for B1, B2, C1, C2, C3 and C4 Components.</p> <p>The DPD of RAJUK informed that all types of engineering tests under B1 and B2 will be completed within April 2021. Under component C1, lots of lab equipments have been delivered in the reporting period. Under the Professional Accreditation Programme (PAP), the 3 RFP has been submitted. Rajuk is waiting for the Ministry approval to sign contract with selected Consultant.</p> <p>In the sub-component C4, the DPD Rajuk part informed that they will organize a piloting workshop to demonstrate how Bangladesh National Building Code (BNBC) will be implemented.</p> <p>In response to a query from the Chair about the less financial progress, the Rajuk DPD informed that once Rajuk will start the construction of URP building, the financial progress will increase at the end of 2021.</p> <p><b>d) <u>URP: PCMU:</u></b></p> <p>The responsibilities of PCMU is to oversee and Coordinate 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 of project activities. PCMU has appointed GOPA-SSIL consortium as the M&amp;E consultant and they have completed 8 (eight) scheduled</p>	<p>Rajuk will present detail sub components in next PIC meeting.</p> <p>RAJUK will expedite work progress in order to accomplish all targeted works within timeframe.</p> <p>PCMU will be continuing its active Monitoring &amp; Evaluation function and carry out coordination as long as the project activities continue.</p>

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Sl. No.	Agenda	Discussion	Decision
		<p>deliverables including the Quarterly and Annual reports.</p> <p>The PD of URP: PCMU informed that the contract extension process with the M&amp;E firm is ongoing. In this regard, he also informed that PCMU is now working to prepare new TOR for M&amp;E Consulting firm since the duration and deliverables schedule has been changed from the previous contract.</p>	
2.	Review and Acceptance of 9 <sup>th</sup> Quarterly Report & 2 <sup>nd</sup> Annual Progress Report	<p>M&amp;E team presented the 9<sup>th</sup> Quarterly Report &amp; 2<sup>nd</sup> Annual Progress Report.</p> <p>It was suggested that the report need to be incorporated with recommendations in detail and to be more specific manner. The representative of the M&amp;E team informed that recommendations are placed in detail inside the report but showed shortly in the presentation. However, they agreed to incorporate recommendations in the Report as detailed and specific as possible.</p>	The 9 <sup>th</sup> Quarterly Report & 2 <sup>nd</sup> Annual Progress Report was endorsed in the meeting provided that the M&E team will incorporate the recommendations as discussed in the meeting and finalise the report accordingly.

#### Concluding Remarks

The chair advised everyone to work with wisdom and sincerity. As there were no more issues to discuss, the meeting ended with a vote of thanks from the chair.

*Ahsan*  
27/12/2020

Khandker Ahsan Hossain  
Chief  
Programming Division  
Planning Commission

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**Subject : List of Participants Attended the Technical Committee Meeting on "Draft 9<sup>th</sup> Quarterly Progress Report and 2nd Annual Progress Report" for URP: PCMU.**





**Date :** 09 December, 2020 at 11:00 am.

**Venue :** Conference Room of Programming Division (Bhaban # 02, Room # 20).

**Chairman :** Mr. Khandker Ahsan Hossain, Chief, Programming Division, Planning Commission.

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06	Md. Zafar Ullah OC-URP, P	Programming Division	Phone : Fax : E-mail :	
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