

**Local Government Engineering Department (LGED)
Ministry of Local Government, Rural Development and Cooperatives
People's Republic of Bangladesh**

**Special Assistance for Project Implementation on
Small Scale Water Resources Development Project
(Phase 2)**

Project Completion Report

Main Report

June 2018

Japan International Cooperation Agency (JICA)

Nippon Koei Co., Ltd.

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List of Reports

➤ **MAIN REPORT**

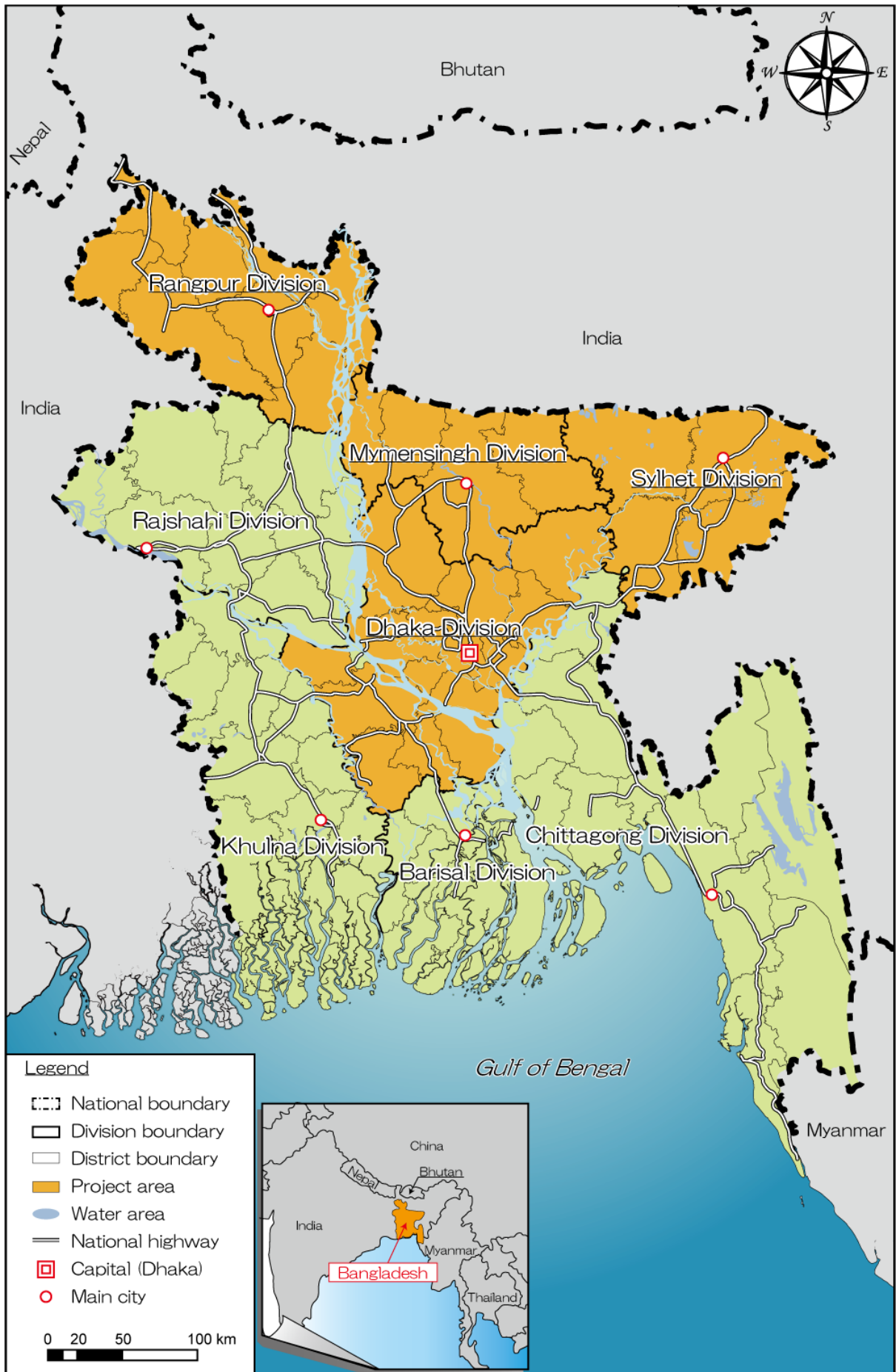
➤ **ANNEXES:**

- **ANNEX I JICA-2 Operational Guidelines Volume 1: Project Policy**

- **ANNEX II JICA-2 Operational Guidelines Volume 2: New Development**

- **ANNEX III JICA-2 Operational Guidelines Volume 3: Additional Development**

- **ANNEX IV JICA-2 Operational Guidelines Volume 4: Flagship Development**



Source: SAPI team

Location Map of Small Scale Water Resources Development Project (Phase 2): JICA-2

SUMMARY

1 Background and Objectives

The Japan International Cooperation Agency (JICA) formulated the Small Scale Water Resources Development Project Phase-2 (hereinafter referred to as JICA-2). Since the new development concepts will be introduced to JICA-2, the Local Government Engineering Department (LGED) required JICA to execute the special assistance for project implementation (SAPI) for the smooth implementation of new development concepts under JICA-2.

The objective of SAPI is to support the project management unit (PMU) established in the LGED for the preparation of operational guidelines of JICA-2. The expected outputs of this SAPI are as follows:

- Output 1: The operational guidelines of JICA-2 are prepared;
- Output 2: The first and second batches of subprojects under JICA-2 are selected;
- Output 3: Training manuals on organizing/strengthening water management cooperative association (WMCA) in JICA-2 are prepared;
- Output 4: The capacity of project management is improved and project implementation system is in place by conducting orientation and workshop; and
- Output 5: The local consultants engaged in JICA-2 are selected.

2 Outputs of SAPI

(1) Preparation of Operational Guidelines

(a) Design structure of JICA-2 operational guideline

The SAPI Team and PMU agreed that the operational guidelines consist of the following four volumes and respective contents:

Volumes and Contents of Each of JICA-2 Operational Guidelines

Volume	Contents
1. Project Policy	<ul style="list-style-type: none"> - Chapter 1: Purpose of the Operational Guideline - Chapter 2: Project Description - Chapter 3: Project Scope - Chapter 4: Project Implementation Arrangement - Chapter 5: Implementation Procedure - Chapter 6: Project Benefit Monitoring and Evaluation - Attachments
2. New Development Subproject 3. Additional Development Subproject 4. Flagship Development Subproject	<ul style="list-style-type: none"> - Chapter 1: Introduction - Chapter 2: Development Component - Chapter 3: Development Procedure - Attachments:

Source: SAPI Team

(b) Improvement of Subproject Implementation Procedure

The SAPI Team revised the existing implementation procedure for small-scale water resources development in accordance with lessons learned obtained during JICA-1. Through the discussion with the SAPI Team, PMU, and LGED staff concerned, the implementation procedure was finalized. As a result, the implementation procedures are simplified as follows:

Comparison of Subproject Implementation Procedures for JICA-1 and JICA-2 New Development

JICA-1	JICA-2
Stage 1: Subproject Identification, Reconnaissance, and Clearance with 10 Steps (12-18 months)	Stage 1: Planning and Design with 12 Steps (15-24 months)
Stage 2: Institutional Establishment and Design with 12 Steps (9-16 months)	Stage 2: Construction with 5 Steps (6-12 months)
Stage 3: Construction and First-Year Joint O&M with 12 Steps (18-33 months)	Stage 3: First-Year Joint O&M with 3 Steps (12 months)
Stage 4: Sustained O&M with 4 Steps	
Total: 4 Stages with 38 Steps (39 - 67 months)	Total: 3 Stages with 20 Steps (33 - 48 months)

Source: SAPI Team

The implementation procedures of additional development subproject and flagship development subproject were prepared on the basis of the new development Subproject. Differences between those three development subprojects are briefed as follows:

Differences in the Implementation Procedures Among the Three Types of Subproject

New Development	Additional Development	Flagship Development
⋮	⋮	⋮
Step 7: Site Validation	Step 7: Site Validation	Step 7: Site Validation
Step 8: Subproject Clearance	-	-
Step 9: Establishment of WMCA	-	-
Step 10: DD	Step 8: DD	Step 8: DD
⋮	⋮	⋮
Step 16: Development of WMCA	Step 14: Enhancement of WMCA	Step 14: Enhancement of WMCA
-	Step 15: Procurement of Equipment	Step 15: Procurement of Equipment
Step 17: Monitoring of Establishment and Development of WMCA	Step 16: Monitoring of Enhancement of WMCA	Step 16: Monitoring of Enhancement of WMCA
Step 18: O&M of Water Resource Management Facilities	Step 17: O&M of Water Resource Management Facilities and Equipment	Step 17: O&M of Water Resource Management Facilities, Equipment and Multi-functional Facilities
Step 19: Signing of LA	Step 18: Signing of LA	Step 18: Signing of LA
Step 20: Subproject Completion Report	Step 19: Subproject Completion Report	Step 19: Subproject Completion Report

Source: SAPI Team

The SAPI Team proposed to and agreed with the PMU that detailed feasibility study (FS) and detailed design (DD) of one subproject should be conducted by one firm. The series of activities consisting of participatory rural appraisal (PRA), FS, and DD were named as detailed feasibility study and design (DFSD).

(2) Subproject Selection for Batches -1 and -2

Subprojects to be implemented under batches -1 and -2 of JICA-2 were selected by PMU with assistance from the SAPI Team. The selection criteria were reviewed and finalized through the discussion by PMU and the SAPI Team prior to commencement of selection.

Key Modification of Criteria for Evaluating Subproject Proposal

Development Type	Difference from Minutes of Discussion of Appraisal
New Development Subproject	<ul style="list-style-type: none"> ➤ Screening criteria were not modified. ➤ Minor modification was applied in terms of scoring criteria.
Additional Development Subproject	<ul style="list-style-type: none"> ➤ Screening criteria were not modified. ➤ Scoring criteria for evaluating WMCA performance were set as (i) WMCA Performance, (ii) WMCA Performance of Subproject O&M (iii) WMCA SP Infrastructure/Technical Performance, (iv) WMCA Agribusiness

Development Type	Difference from Minutes of Discussion of Appraisal
	Performance, and (v) Additional Needs of WMCA
Flagship Development Subproject	<ul style="list-style-type: none"> ➤ Screening criteria were not modified. ➤ Scoring criteria for evaluating performance of WMCA applying to Flagship Development were set as the above criteria of Additional Development Subproject with adding Additional Facility Needs of WMCA.

Source: SAPI Team

The plan and achievement of subproject selection are summarized below.

Status of Subproject Selection for Batches 1 and 2

Batch		New Development	Additional Development	Flagship Development	Total
1 st	Target	20	10	0	30
	Achievement	20	10	0	30
2 nd	Target	56	10	9	75
	Achievement	56	10	0	66
Total	Target	76	20	9	105
	Achievement	76	20	0	96

Source: SAPI Team

Among the 20 new development subprojects under Batch-1, 10 subprojects were selected from the candidates of JICA-1 with the status that the feasibility had been confirmed but not implemented. The SAPI Team assisted to update the information related to feasibility. Other subprojects under batches -1 and -2 were evaluated and selected according to the selection criteria. The selected 11 additional development subprojects under Batch-1 were also examined through the detailed feasibility study; and 10 subprojects passed.

(3) Preparation of Training Manuals on WMCA Enhancement

Training programs for water management cooperative association (WMCA) were specified based on the minutes of understanding (MOU) which had been exchanged between LGED and ten agencies of the Government of Bangladesh and their own training programs.

Since there were no consistent guidelines to monitor WMCA development from planning to operation and maintenance (O&M) of the facilities, the SAPI Team prepared the guidelines on planning, management, and monitoring of their activities.

As additional development and flagship development are new concepts of rural development in Bangladesh, the training guidelines on enhancement of WMCA under those development concepts were prepared with focus on diversification of WMCA activities, especially relating to agribusiness. In this connection, the planning guidelines on agribusiness for (i) sustainable O&M of equipment to be provided under subprojects of additional development and flagship development and (ii) utilization of multi-functional facility to be constructed under flagship development subproject were prepared.

In JICA-2, the facilitator will perform key roles to develop and monitor the subproject. The training manual for the facilitator was particularly prepared on the basis of the JICA-2 operational guidelines. The SAPI Team proposed that the above trainings for facilitator shall be provided not only for the facilitator but also for individual consultant, namely, the sociologist/socio-economist, to be dispatched to the divisional/regional LGED office considering the importance of their roles for enhancing WMCA.

(4) Improvement of Project Management Capacity and Setting Up the Project Implementation System

To build up the system and capacity for implementing JICA-2, PMU conducted orientations and workshops with assistance from the SAPI Team as outlined below:

Outlines of Orientations and Workshops

Central Level Project Orientation	
Attendee	PMU, departments of the Government of Bangladesh concerned
Purpose	To explain and discuss the project outlines and contents of the operational guideline of JICA-2
Regional Level Project Orientation	
Region	Mymensingh, Sylhet, Dhaka, Rangpur, Faridpur
Regional Level Project Orientation	
Attendee	<ul style="list-style-type: none"> - Additional Chief Engineer leading each division - Superintending Engineer leading each region - Executive Engineer leading each district - Water Resources Engineer and Socioeconomist/Sociologist of each district - Upazila Engineer of each Upazila - Staff of departments concerned
Purpose	To explain and discuss the project outlines, implementation procedure, forms of subproject identification and subproject proposal of JICA-2
Pre-review Workshop-1	
Attendee	PMU, Sociologist of LGED Headquarter, JICA-TCP
Purpose	To explain and discuss the details of implementation procedure of JICA-2
Pre-review Workshop-2	
Attendee	PMU
Purpose	To explain and discuss the details of operational guidelines, gender action plan, procurement, and subproject evaluation criteria for Additional and Flagship Development of JICA-2
Review Workshop	
Attendee	<ul style="list-style-type: none"> - PMU - Executive Engineer of JICA-2 target divisions - Socio-economist/Sociologist of LGED Headquarter - Upazila Engineer of JICA-2 target upazilas - JICA-TCP
Purposes	<p>To explain progress of JICA-2 and issues and lessons learned from subproject selection of batch-1.</p> <p>To discuss the contents and necessary improvement of JICA-2 operational guidelines</p> <p>To explain the procurement rules of Yen-loan project and procurement regulation in Bangladesh</p>
Project Implementation Committee	
Attendee	LGED, JICA
Purpose	To explain and discuss the JICA-2 operational guidelines

Source: SAPI Team

(4) Assistance on Procurement of Local Consultants

The SAPI Team assisted PMU to procure the local consulting firms and non-governmental organizations (NGOs) to engage in JICA-2. In advance, to start the procurement, the terms of references (TOR) and the cost to deploy respective experts and facilitators from the firms and NGOs were reviewed and finalized. The expression of interest (EOI) for the procurement was prepared with the assistance from the SAPI Team. The EOI for DFSD was published on 1 May 2018 and the submission was closed on 15 May 2018. The PMU has received EOI forms from 27 firms. The EOI for the service of consulting firms and NGOs to dispatch experts and facilitators has not been published during SAPI.

3 Recommendations

(1) Continuous Revision of JICA-2 Operational Guidelines and Subproject Evaluation Criteria

While the SAPI Team has completed to prepare JICA-2 operational guidelines and the criteria to evaluate proposed subprojects with cooperation of PMU, they agreed to continuously revise those documents during JICA-2 implementation to reflect actual situation and introduce lessons learned. In this connection, monitoring system proposed in the training guidelines and manuals shall be utilized to grasp the actual situations and reflect them to the guidelines and criteria.

(2) Further Explanation of JICA-2 Concept and Components

As mentioned in Section 2.4, there were no subproject proposals applying for flagship development to be implemented under batches -1 and -2. Therefore, the SAPI Team recommends to PMU the continuation of the training on disseminating JICA-2 concept and components, especially in terms of flagship development, for staff of the district and Upazila LGED offices. On the other hand, the problems and difficulties to prepare the subproject proposal of flagship development at field level should be collected and analyzed by PC and reflected in the operational guidelines and application forms.

(3) Review of Project Implementation Schedule

Since the progress of JICA-2 is already behind the implementation schedule as mentioned in the minutes of discussion (MD) on JICA-2 project appraisal between JICA and LGED, it should be reviewed and amended in accordance with the actual situation immediately after commencement of the consulting services.

(4) Capacity Development

Transfer of technology is one of the important tasks of the project consultant (PC). Continuous technology transfer to LGED staff through (i) orientations and workshops, (ii) on-the-job training, (iii) lectures, and (iv) observational learning/exposure are recommended to deepen their understanding and improve their performance on the assigned roles and functions under JICA-2.

(5) Translation of JICA-2 Operational Guidelines into Bengali

As commented in the project implementation committee (PIC), it would be helpful for LGED staffs and stakeholders in the field level to translate JICA-2 operational guidelines into Bengali to induce further appreciation. However, it is difficult for the SAPI Team to complete the translation due to the limitation of time and human resources. Therefore, it is recommended that the translation will be done by PC under JICA-2.

**Special Assistance for Project Implementation on
Small Scale Water Resources Development Project (Phase 2)
Project Completion Report**

Main Report

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Abbreviations

ARISP	: Agrarian Reform Infrastructure Support Project
ARISP–III	: Agrarian Reform Infrastructure Support Project Phase 3
CAD	: Command Area Development
DD	: Detailed Design
DFSD	: Detailed Feasibility Study and Design
DLIAPEC	: District Level Inter Agencies Project Evaluation Committee
D-PIU	: District Project Implementation Unit
DR	: Drainage Improvement
EIRR	: Economic Internal Rate of Return
FM	: Flood Management
FMD	: Flood Management & Drainage Improvement
FR	: Field Reconnaissance
FS	: Feasibility Study
IA	: Implementation Agreement
ICT	: Information and Communication Technology
IEE	: Initial Environmental Examination
IFAD	: International Fund for Agricultural Development
IWRMU	: Integrated Water Resources Management Unit of LGED
JICA-1	: Small Scale Water Resources Development Project in Greater Mymensingh, Sylhet, and Faridpur Areas
JICA-2	: Small Scale Water Resources Development Project (Phase-2)
JICA TCP	: Capacity Development Project for Participatory Water Resources Management through Integrated Rural Development, 2012 – 2017 funded by JICA
LA	: Lease Agreement
LCS	: Labour Contracting Society
LGD	: Local Government Division
LGED	: Local Government Engineering Department
MC	: Management Committee
MD	: Minutes of Discussion
MIS	: Management Information System
OC	: Organizing Committee
PIC	: Project Implementation Committee
PIU	: Project Implementation Unit
PMU	: Project Management Unit
PRA	: Participatory Rural Appraisal
PSC	: Project Steering Committee

SAPI	:	Special Assistance for Project Implementation
SPCR	:	Subproject Completion Report
SSWRD	:	Small Scale Water Resources Development
TI	:	Tidal Irrigation
TOR	:	Terms of Reference
ToT	:	Training of Trainers
U-PIU	:	Upazila Project Implementation Unit
WC	:	Water Conservation
WMCA	:	Water Management Cooperative Association

Measurement Units

Length

mm = millimetres
cm = centimetres (= 10 mm)
m = meters (= 100 cm)
km = kilometres (= 1,000 m)
in. = inch (= 2.54 cm)
ft. = foot = 12 inches (= 30.48 cm)
yard = 3 feet = 36 inches (= 0.9144 m)
mile = 1760 yards (= 1,609.31 m)

Area

cm² = Square-centimetres (1.0 cm x 1.0 cm)
m² = Square-meters (1.0 m x 1.0 m)
km² = Square-kilometres (1.0 km x 1.0 km)
ha = Hectares (10,000 m²)
ac = Acres (4,046.8 m² or 0.40468 ha)
decimal = 40.48 m² = 435.6 ft²

Currency

USD = United State Dollars
US\$1.0 = JPY 108.812 = BDT. 83.43
(as of June 2018)
JPY = Japanese Yen
BDT = Bangladesh Taka

Bangladeshi numerical system

lakh = 100,000
crore = 100 lakh = 10,000,000

Volume

cm³ = Cubic-centimetres
(1.0 cm x 1.0 cm x 1.0 cm or
1.0 m-lit.)
m³ = Cubic-metres
(1.0 m x 1.0 m x 1.0 m or
1,000 lit.)
lit. = Litre (1,000 cm³)
cusec = ft³ / sec
lpcd = Litre per capita per day

Weight

g = Grams
kg = Kilograms (1,000 g)
ton = Metric tonne (1,000 kg)

Time

sec. = Seconds
min. = Minutes (60 sec.)
hr. = Hours (60 min.)
M/M = Man month (30 days)

Others

°C = Celsius' temperature scale
° = Degree
' = Minute

CHAPTER 1 BACKGROUND

1.1 Background

To achieve poverty reduction in the rural areas and food security of Bangladesh, the following urgent issues such as flood damage during the rainy season and drought damage during the dry season due to the uneven distribution of rainfall, decrease in agricultural land due to urbanization, and increase in demand for food due to increase in population need to be resolved.

In this connection, the Local Government Engineering Department (LGED) has started to implement the small scale water resources development (SSWRD) in line with the National Water Policy and the Seventh Five-Year Plan (2016–2021), which promote the use of surface water. Although LGED has completed several SSWRD projects supported by international donors such as the Japan International Cooperation Agency (JICA), Asian Development Bank (ADB), International Fund for Agricultural Development (IFAD), and the Government of the Netherlands, there is still a huge demand for SSWRD in the rural. Therefore, SSWRD that meets national policies and rural people's needs is necessary to be promoted continuously.

JICA has conducted the data collection survey in cooperation with LGED to formulate another SSWRD project in 2016 to 2017 and prepared the implementation plan for the JICA's Small Scale Water Resources Development Project Phase-2 (JICA-2), a successor to JICA's Small Scale Water Resources Development Project Phase-1 (JICA-1). Since the new development concepts will be introduced to JICA-2 in addition to the development concept of JICA-1, LGED requested JICA to execute the special assistance for project implementation (SAPI) for the smooth implementation of the new development concepts under JICA-2.

1.2 Objective

The objective of SAPI is to support LGED in the following activities: a) preparation of operational guidelines for smooth implementation of JICA-2, b) selection of subprojects and preparation of implementation plan for the selected subprojects, c) preparation of training manual on organising/strengthening of water management cooperative association (WMCA), and lastly, d) provision of trainings to the concerned project management staff of JICA-2. The expected outputs of this SAPI are as follows:

Output 1: The operational guidelines of JICA-2 are prepared;

Output 2: The first and second batches of subprojects under JICA-2 are selected;

Output 3: Training manuals on organising/strengthening WMCA in JICA-2 are prepared;

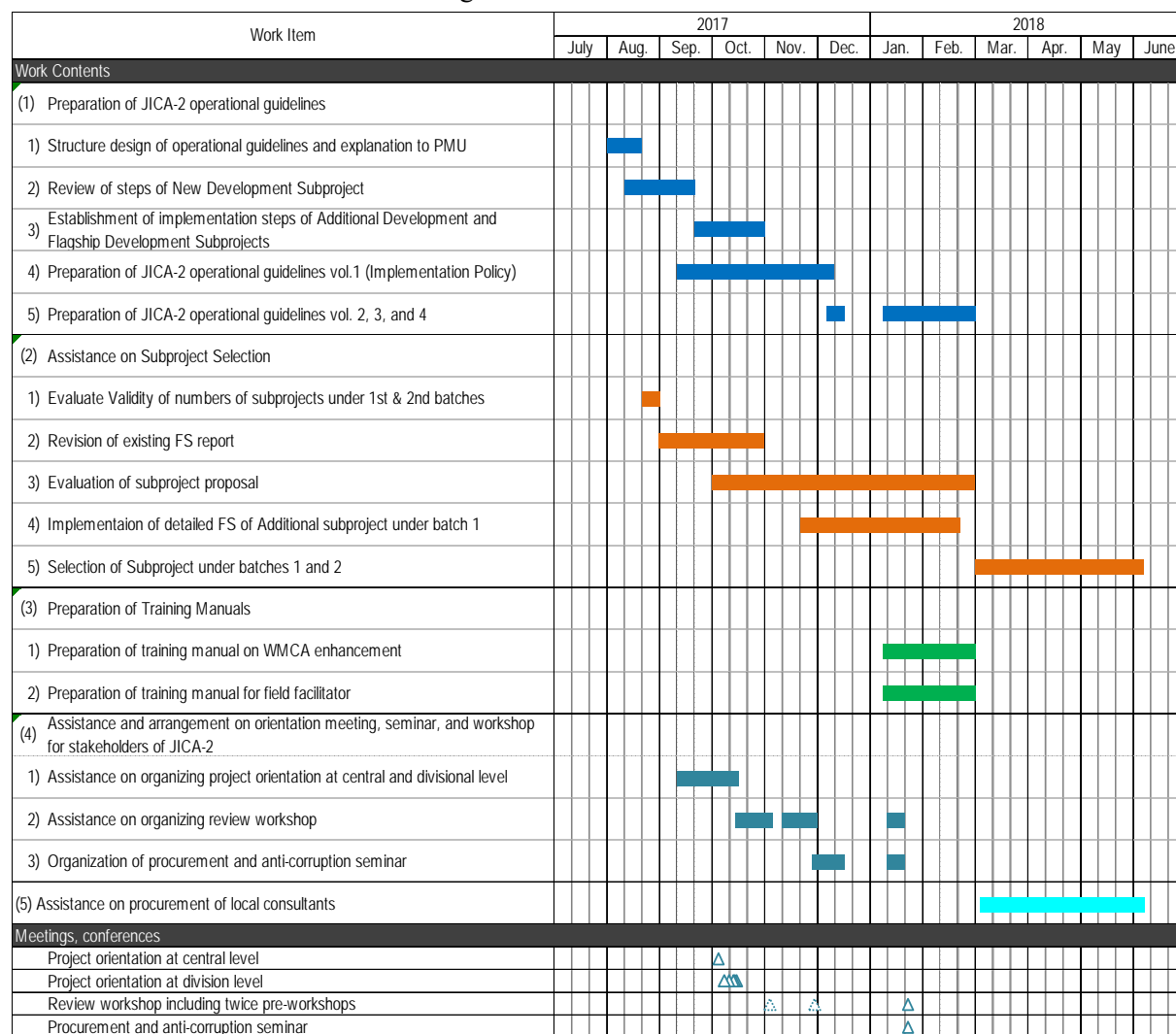
Output 4: The capacity of project management is improved and project implementation system is in place through conducting of orientation and workshop; and

Output 5: The local consulting firms engaged in JICA-2, such as the firm assigned to conduct detailed feasibility study (detailed FS) and detailed design (DD) and the firm/non-governmental organisation (NGO) assigned to dispatch facilitator and individual specialist are selected (to be explained in the following section).

CHAPTER 2 DETAILS AND OUTPUTS OF SAPI

2.1 Work Schedule

The work schedule is summarised in Figure 2.1.

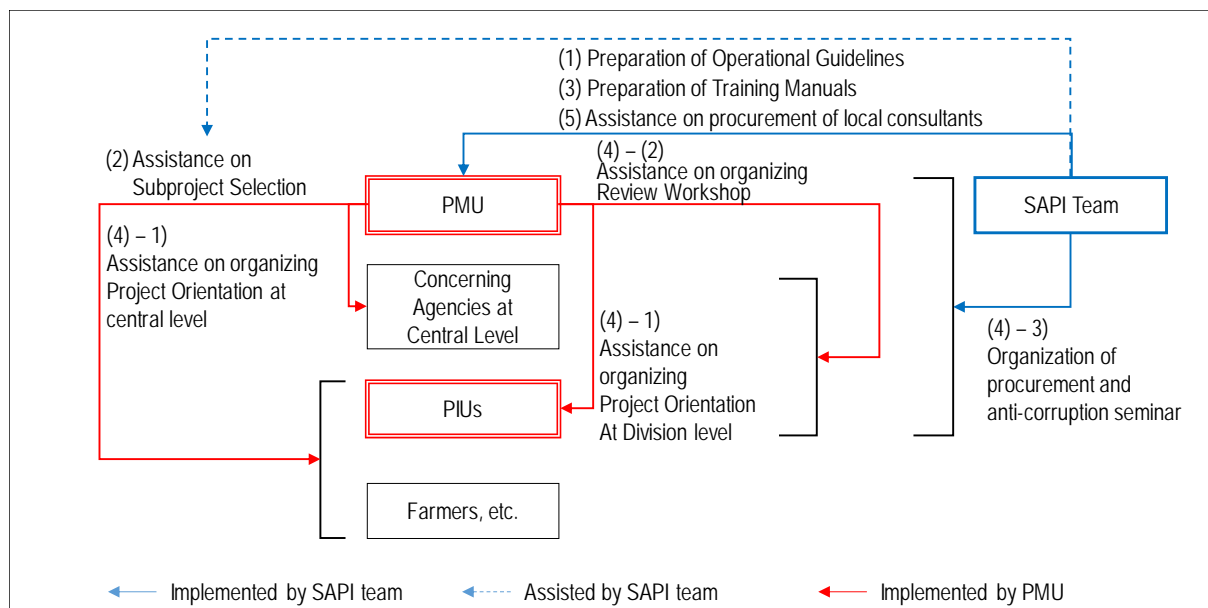


Source: SAPI Team

Figure 2.1: Work Schedule of SAPI

2.2 Implementation Set-up of SAPI

The implementation set-up of SAPI is described as follows:



PMU : Project Management Unit, PIU: Project Implementation Unit
 Source: SAPI Team

Figure 2.2: Implementation Set-up of SAPI

2.3 Preparation of Operational Guidelines

The following activities were conducted by the SAPI Team to prepare the operational guidelines for JICA-2.

(1) Designing Structure of JICA-2 Operational Guideline

The structure of the guidelines as shown below was explained to, discussed with, and agreed by the project management unit (PMU).

- Volume 1: JICA-2 Implementation Policy
- Volume 2: New Development Subproject
- Volume 3: Additional Development Subproject
- Volume 4: Flagship Development Subproject

Those four volumes are provided as Annexes 1–4, respectively. The JICA Technical Cooperation Project (JICA-TCP)¹ has already prepared a series of guidelines for small scale water resources development, “Guidelines for Small Scale Water Resources Development Project, October 2017”, in advance to issuance of this operational guidelines. The SAPI Team agreed with PMU to make the most of JICA-TCP’s guidelines in the preparation of JICA-2 operational guidelines.

(2) Improvement of Implementation Procedure for New Development Subproject

To achieve more efficient and effective implementation, the SAPI Team revised the existing implementation procedure for small scale water resources development in accordance with the lessons learned obtained during JICA-1 and established the implementation procedure for new development subproject to be carried out under JICA-2. The procedure was firstly drafted by the SAPI Team and discussed with the Integrated Water Resources Management Unit of LGED (IWRMU), an expert team of JICA-TCP, and PMU in the pre-review-workshop on 2 November 2017 (refer to Section 2.6). Based on the comments provided by the participants, the implementation procedure was finalized as follows:

¹ Capacity Development Project for Participatory Water Resources Management through Integrated Rural Development

Table 2.1: Implementation Procedure for JICA-1 Subproject and New Development Subproject under JICA-2

JICA-1 Subproject	New Development Subproject under JICA-2
Stage 1: Subproject Identification, Reconnaissance, and Clearance (12-18 months)	Stage 1: Planning and Design (15-24 months)
Step 1: Awareness Campaign	Step 1: Subproject Identification
Step 2: Subproject Identification	
Step 3: Preliminary Site Visit and Technical Proposal	Step 2: Subproject Proposal
Step 4: Proposal Presented to Upazila Parishad Meeting and Reviewed by the District Office	
-	Step 3: Contract with the Local Consultant Firm and/or NGO
Step 5: Pre-screening	Step 4: Pre-screening of Subproject
Step 6: Field Reconnaissance (FR)	Step 5: FR
Step 7: Participatory Rapid Appraisal (PRA)	Step 6: Detailed FS
Step 8: Feasibility Study (FS)	
Step 9: Initial Environmental Examination (IEE)	Step 7: Site Validation
-	
Step 10: Proposal Cleared by the District Level Inter Agencies Project Evaluation Committee (DLIAPEC) Meeting	Step 8: Subproject Clearance by DLIAPEC
Stage 2: Institutional Establishment and Design (9-16 months)	Step 9: Establishment of WMCA
Step 11: Formation of Organizing Committee (OC)	
Step 12: Recruit and Train Community Assistants	
Step 13: Information Campaign	
Step 14: Election of the First MC and Opening of an O&M Account (up-front contributions)	Step 10: Detailed Design (DD)
Step 15: Prepare Engineering Designs	
Step 16: Present Design Concept to Local Stakeholders	
Step 17: Present Design to IWRMU	
Step 18: Land Acquisition	
Step 19: Environmental Mitigation Plan	
Step 20: Prepare List of Beneficiaries	
Step 21: Final Discussion and Approval of Designs	Step 11: Tender for Construction Works of Subproject
-	
Step 22: Signing of the Implementation Agreement (IA)	Step 12: Signing of Subproject IA
Stage 3: Construction and First-Year Joint O&M (18-33 months)	Stage 2: Construction (6-12 months)
Step 23: Tender and Issue Work Order	Step 13: Construction of Water Resources Management Facilities and WMCA Office
Step 24: Formation of Labour Contracting Society (LCS)	Step 14: LCS Formation
Step 25: Training of LCS	
Step 26: People's Participation during Construction	Step 15: Monitoring of Construction Works
Step 27: Supervision of LCS Earthworks	
Step 28: Construction Supervision - Structures	
Step 29: Institutional Support and Training for WMCAs	Step 16: Development of WMCA
Step 30: Agriculture and Fisheries Support	
Step 31: Poverty Reduction Plan	

JICA-1 Subproject	New Development Subproject under JICA-2
-	Step 17: Monitoring of Establishment and Development of WMCA
	Stage 3: First-Year Joint O&M (12 months)
Step 32: Establish O&M Subcommittee and Plan O&M	Step 18: O&M of Water Resource Management Facilities
Step 33: Implement Environmental Mitigation Plan	Step 19: Signing of LA
Step 34: Signing of the Lease Agreement (LA)	Step 20: Subproject Completion Report (SPCR)
Stage 4: Sustained O&M	This stage is removed under JICA-2 since it is included in the mandate of IWRMU.
Step 35: System Operation	
Step 36: System Maintenance	
Step 37: Monitoring Subproject Performance	
Step 38: Follow-up Support and Training	
JICA-1: 4 Stage, 38 Step (39-67 months up to Stage 3)	JICA-2: 3 Stage, 20 Step (33-48 months)

Source: SAPI Team

Although the firms involved in the conduct of detailed FS and DD (FS-DD firms) were supposed to be separated at the time of project appraisal, it was concluded by the SAPI Team and PMU through discussion that detailed FS and DD of one subproject should be conducted by one firm from the following viewpoints:

- i. To ensure consistency of development concept of the target subproject;
- ii. To smoothly transfer data and information collected by the firm in charge of detailed FS to the firm in charge of DD
- iii. To shorten the time to be consumed for procuring another firm; and
- iv. To reduce the cost to be expended in mobilization, logistics, etc.

Finally, a series of activities consisting of PRA, FS, and DD were named as detailed feasibility study and design (DFSD).

(3) Consolidation of JICA-2 Concept and Key Factors in Project Policy

The abovementioned procedures, the person/agency in charge and output of each step, and flowchart of implementation procedure were consolidated in the Guideline Volume 1: Project Policy. Contents of the volume are shown as follows:

- Chapter 1: Purpose of the Operational Guideline
- Chapter 2: Project Description
- Chapter 3: Project Scope
- Chapter 4: Project Implementation Arrangement
- Chapter 5: Implementation Procedure
- Chapter 6: Project Benefit Monitoring and Evaluation
- Attachments:
 - ✓ Terms of Reference for Local Consultants (Individual firm, FS-DD firm, and Facilitator Firm/NGO);
 - ✓ Training Material;
 - ✓ Gender Action Plan;
 - ✓ Workflow Chart of Each Development Subproject;
 - ✓ Pre-evaluation Criteria; and
 - ✓ Monitoring/Evaluation Indicators.

The volume was explained by the SAPI Team and discussed with IWRMU, JICA-TCP, and PMU in pre-review workshop on 28 November 2017 (refer to Section 2.6). According to the comments provided by the participant, the volume was finalized.

(4) Preparation of Implementation Procedure for Subprojects of Additional Development and Flagship Development

Implementation procedures of additional development subproject and flagship development subproject were prepared on the basis of the new development subproject. Those three procedures are summarised in Table 2.2.

Table 2.2: Implementation Procedures for the Three Types of Subproject

New Development	Additional Development	Flagship Development
Step 1: Subproject Identification	Step 1: Subproject Identification	Step 1: Subproject Identification
Step 2: Subproject Proposal	Step 2: Subproject Proposal	Step 2: Subproject Proposal
Step 3: Contract with Local Consultant Firm/NGO	Step 3: Contract with Local Consultant Firm/NGO	Step 3: Contract with Local Consultant Firm/NGO
Step 4: Pre-Screening of Subproject	Step 4: Pre-Screening of Subproject	Step 4: Pre-Screening of Subproject
Step 5: FR	Step 5: FR	Step 5: FR
Step 6: Detailed FS	Step 6: Detailed FS	Step 6: Detailed FS
Step 7: Site Validation	Step 7: Site Validation	Step 7: Site Validation
Step 8: Subproject Clearance	-	-
Step 9: Establishment of WMCA	-	-
Step 10: DD	Step 8: DD	Step 8: DD
Step 11: Tender for Construction Works of Subproject	Step 9: Tender for Construction Works of Subproject	Step 9: Tender for Construction Works of Subproject
Step 12: Signing of Subproject IA	Step 10: Signing of Subproject IA	Step 10: Signing of Subproject IA
Step 13: Construction of Water Resources Management Facilities and WMCA Office	Step 11: Construction of Water Resources Management Facilities and WMCA Office	Step 11: Construction of Water Resources Management Facilities and WMCA Office
Step 14 LCS Formation	Step 12 LCS Formation	Step 12 LCS Formation
Step 15: Monitoring of Construction Works	Step 13: Monitoring of Construction Works	Step 13: Monitoring of Construction Works
Step 16: Development of WMCA	Step 14: Enhancement of WMCA	Step 14: Enhancement of WMCA
-	Step 15: Procurement of Equipment	Step 15: Procurement of Equipment
Step 17: Monitoring of Establishment & Development of WMCA	Step 16: Monitoring of Enhancement of WMCA	Step 16: Monitoring of Enhancement of WMCA
Step 18: O&M of Water Resource Management Facilities	Step 17: O&M of Water Resource Management Facilities and Equipment	Step 17: O&M of Water Resource Management Facilities, Equipment and Multi-functional Facilities
Step 19: Signing of LA	Step 18: Signing of LA	Step 18: Signing of LA
Step 20: SPCR	Step 19: SPCR	Step 19: SPCR

Source: SAPI Team

(5) Preparation of Operational Guidelines Volumes 2–4

Volumes 2, 3, and 4 of the guidelines describe the implementation procedures for new development subproject, additional development subproject, and flagship development subproject, respectively. Each volume mentions not only the implementation steps, person-in-charge, and output of each step but also the relation of each step and existing 54 guidelines. The contents of those volumes are common as shown below.

- Chapter 1: Introduction
- Chapter 2: Development Component
- Chapter 3: Development Procedure
- Attachments:
 - ✓ Flow Chart of Subproject Development
 - ✓ Mandate Table for Each Step
 - ✓ Forms (Subproject Proposal)
 - ✓ Instruction on Each Step

2.4 Subproject Selection for Batches 1 and 2

The SAPI Team conducted the following works for the selection of JICA-2 subproject:

(1) Number of Subprojects

The number of subprojects to be implemented under each batch of JICA-2 is discussed with PMU and decided as follows:

Table 2.3: Number of Subprojects under Batches 1 and 2

Batch	New Development	Additional Development	Flagship Development	Total
1 st	20	10	0	30
2 nd	56	10	9	75

Source: SAPI team

(2) Utilization of Existing FS Report

It was concluded that 20 subprojects out of 30 subprojects of the new development type under Batch 1 should be selected from the subprojects of JICA-1, by which feasibility had been evaluated through FS under JICA-1 but not implemented yet. However, the SAPI Team confirmed with the district and upazila offices concerned that some of those subprojects have been implemented with assistance of other donors or motivation of the beneficiaries were depressed. Finally, only ten subprojects were selected from the JICA-1 subprojects.

(3) Procedure to Select Additional Development Subprojects under Batch 1

PMU agreed on the following procedure to select additional development subprojects under Batch 1:

- 1) PMU confirms with district and upazila LGED offices in terms of needs of additional development and WMCA's capacity to operate and maintain facilities of water resources management. The SAPI Team selected 20 subprojects where the needs and capacity are recognized.
- 2) The SAPI Team sublets a survey to evaluate the capacity of the 20 subprojects with proposal form prepared for the additional development subproject.
- 3) Based on the survey result, those 20 subprojects are scored with evaluation criteria described in the next section. The subprojects, which scored more than 240 points out of 400 points, are ranked and the subprojects landed in top 10 are selected as target subprojects of Batch 1.

According to the above procedures, ten subprojects are selected as shown in Table 2.4.

Table 2.4: Evaluation Result of Additional Development Subproject under Batch 1

Rank	Subproject Name	Division	District	Upazila	JICA-1 Component*	Score (/400)
1	Kharia Nadi	Mymensingh	Mymensingh	Fulpur	DR&WC	312
2	Foliar Khal	Mymensingh	Mymensingh	Fulbaria	DR&FM&WC	308
3	Baro Dumuria	Dhaka	Faridpur	Tungipara	DR&FM	290
4	Satgavia Beel	Dhaka	Faridpur	Madhukhali	DR&WC	282
5	Goilla Beel	Mymensingh	Tangail	Dhanbari	DR&FM	266
6	Baneswardi	Dhaka	Faridpur	Nagarkanda	CAD	266
7	Auliar Char	Dhaka	Madaripur	Kalkini	DR	263
8	Kalangang Roar Haor	Sylhet	Sunamganj	Jamalganj	DR&FM&WC	261
9	Jagchhara	Sylhet	Sylhet	Sreemongal	WC	254
10	Langulia Khal	Mymensingh	Netrokona	Atpara	DR&FM&WC	251
11	Binnakandi Chhara	Sylhet	Sylhet	Gowainghat	WC	240
12	Baithakhali Khal	Mymensingh	Kishoregon	Austogram	DR&FM&WC	229
13	Bango Chhara	Sylhet	Sunamganj	Sadar	WC	211
14	Mati Khal	Sylhet	Moulavibazar	Sadar	DR&WC	200
15	Baro Chhara	Sylhet	Habiganj	Nabiganj	WC	199
16	Forkanala	Sylhet	Moulavibazar	Kamalganj	WC	196
17	Ratanodia	Dhaka	Raajbari	Baliakandi	DR&WC	192
18	Maharashi Rubber Dam	Mymensingh	Mymensingh	Jhenaigati	WC	180
19	Bangdubi	Dhaka	Raajbari	Baliakandi	WC	167
20	Gujabida Khal	Mymensingh	Mymensingh	Melandah	DR&FM	144

* DR: Drainage Improvement, WC: Water Conservation, FM: Flood Management, CAD: Command Area Development, TI: Tidal Irrigation
Source: SAPI Team

As the result of reconnaissance by local consultant firm in charge of detailed FS, it was clarified that (i) Auliar Char Subproject was not located as mentioned in the proposal and (ii) Kalangang Roar Haor Subproject was isolated and the staff of local consultant firm could not reach to the subproject site. Considering the above situation, Binnakandi Chhara Subproject and Baithakhali Khal Subproject were selected as the target of the detailed FS.

(4) Feasibility Study

The detailed FS of ten additional development subprojects and revision of ten FS reports of the new development subproject prepared under JICA-1 were carried out by the subcontracted firm of local consultant. The result of sublet works was summarised in Table 2.5.

Table 2.5: Result of Detailed FS and Revision of FS Reports

Subproject	Division	District	Upazila	Type	Benefitted Area (ha)	EIRR (%)
Revision of Existing FS Reports (New Development Subproject)						
Bagjan Khal	Mymensingh	Tangail	Mirzapur	DR&WC	384	30.5
Kashabhkhali Khal	Mymensingh	Tangail	Mirzapur	DR	348	15.3
Bamankhali Khal	Mymensingh	Netrokona	Kendua	FM&DR&WC	432	47.3
Pagla Chhara	Mymensingh	Netrakona	Kalmakanda	FM&DR&WC	793	28.0
Alochhaya	Sylhet	Habiganj	Baniachong	CAD	398	29.0
Kurangi-Bhabanipur	Sylhet	Habiganj	Bahubal	WC	1,135	25.9
Keshri Beel	Sylhet	Sylhet	Zakiganj	CAD	540	46.5
Uttar Bhagerkhal Boro Chhara	Sylhet	Sylhet	Jaintiapur	WC	295	22.0
Charaldia Khal	Dhaka	Faridpur	Bhanga	TI	525	30.6
Kadmi Khal	Dhaka	Faridpur	Boalmari	DR&WC	972	34.2
Detailed FS (Additional Development Subproject)						
Kharia Nadi	Mymensingh	Mymensingh	Fulpur	FM&DR	1,000	33.5
Foliar Khal	Mymensingh	Mymensingh	Fulbaria	FM&DR	550	35.7
Goilla Beel	Mymensingh	Mymensingh	Dhanbari	WC&FM&DR	197	31.0
Langulia Khal	Mymensingh	Mymensingh	Atpara	WC&FM	731	47.9

Subproject	Division	District	Upazila	Type	Benefitted Area (ha)	EIRR (%)
Baithakhali Khal	Mymensingh	Mymensingh	Austogram	WC&FM&DR	925	42.7
Jagchhara	Sylhet	Sylhet	Sreemongal	WC&DR	306	22.7
Binnakandi Chhara	Sylhet	Sylhet	Gowainghat	WC	309	37.8
Baro Dumuria	Dhaka	Faridpur	Tungipara	FM&DR	802	36.9
Satgavia Beel	Dhaka	Faridpur	Madhukhali	CAD	890	21.0
Baneswardi	Dhaka	Faridpur	Nagarkanda	WC&DR	316	26.2

Source: SAPI Team

Since the benefitted areas were recognized more than 1,000 ha, Kurangi-Bhabanipur Subproject failed.

(5) Selection of Other Subprojects under Batches 1 and 2

For selecting other subprojects to be selected as target under batches 1 and 2, namely, 11 new development subprojects for Batch 1 and 56 new development subprojects, 10 additional development subprojects, and 9 flagship development subprojects for Batch 2, the SAPI Team conducted the following activities:

- 1) Document forms of subproject identification and subproject proposal were prepared through discussion with PMU;
- 2) The document forms were explained to the concerning staff at the district and upazila LGED offices through project orientations at the region level (refer to Attachment 4). Considering the comments provided at those orientations, the document forms were finalized;
- 3) The finalized document forms were translated into Bengali and distributed to all target districts and upazilas with a request letter from PD for encouraging application.

The status of submission of subproject proposal were tabulated as below.

Table 2.6: Number of Subproject Proposal Submitted by District LGED Office

Development Type	Number of Submitted Proposal
New Development Subproject	137
Additional Development Subproject	26
Flagship Development Subproject	0

Source: SAPI Team

For evaluating subproject proposal, the evaluation criteria were prepared and finalized through discussion with PMU.

Table 2.7: Modification of Criteria for Evaluating Subproject Proposal

Development Type	Difference from the Minutes of Discussion of Appraisal
New Development Subproject	<ul style="list-style-type: none"> ➤ Screening criteria were not modified. ➤ Minor modification was applied in terms of scoring criteria.
Additional Development Subproject	<ul style="list-style-type: none"> ➤ Screening criteria were not modified. ➤ Scoring criteria for evaluating WMCA performance were set as below: <ul style="list-style-type: none"> ▪ WMCA Performance ▪ WMCA Performance of Subproject O&M ▪ WMCA SP Infrastructure/Technical Performance ▪ WMCA Agribusiness Performance ▪ Additional Needs of WMCA
Flagship Development Subproject	<ul style="list-style-type: none"> ➤ Screening criteria were not modified. ➤ Scoring criteria for evaluating the performance of WMCA applying to flagship development were set by adding the following items to the above criteria of the additional development subproject <ul style="list-style-type: none"> ▪ Additional Facility Needs of WMCA

Source: SAPI Team

Based on the above criteria, the submitted subproject proposals were evaluated and provided eligibility by batch according to the following procedure:

- New Development Subproject: Subprojects which satisfy the screening criteria were prioritized based on the result of scoring
- Additional Development Subproject: Subprojects which satisfy the screening criteria and scored more than 60% were prioritized based on the score
- Flagship Development Subproject: Subprojects which satisfy the screening criteria and scored more than 80% were prioritized based on the score

The result of evaluation of new development subproject and additional development subproject under Batch 2 were tabulated in the Appendix Table and summarized as below, respectively.

Table 2.8: Evaluation Result of Additional Development Subproject under Batch 2

Rank	Subproject	Division	District	Upazila	JICA-1 Component	Score (/100)
1	Rothkhola-Kamarbari	Mymensingh	Jamalpur	Fulpur	DR&FM	82
2	Goilla Beel	Mymensingh	Tangail	Fulbaria	DR&FM	73
3	Tengra-Madla Khal	Mymensingh	Tangail	Tungipara	DR&WC	71
4	Kalibari Khal	Dhaka	Madaripur	Madhukhali	DR	67
5	Borojan Chhara	Sylhet	Moulavibazar	Dhanbari	DR&FM&WC	64
6	Boro Dumuria	Dhaka	Gopalganj	Nagarkanda	DR&FM	64
7	Koularashi	Sylhet	Moulavibazar	Kalkini	WC	63
8	Laxmiganj-Rupriya Khal	Dhaka	Madaripur	Jamalganj	DR	61
9	Forkanala	Sylhet	Moulavibazar	Sreemongal	WC	61
10	Kala Chhara	Sylhet	Moulavibazar	Atpara	DR&FM&WC	60
11	Bongaon Chhara	Sylhet	Sunamgonj	Gowainghat	WC	60
12	Dhameswari Khal	Sylhet	Moulavibazar	Austogram	WC	59
13	Baraitali-Sagornal Somai Khal	Sylhet	Moulavibazar	Sadar	DR&WC	57
14	Baherchar	Dhaka	Madaripur	Sadar	DR	56
15	Gaidi Khal	Dhaka	Madaripur	Nabiganj	DR	55
16	Lekha Beel	Sylhet	Moulavibazar	Kamalganj	DR&WC	54
17	Kachuar Khal	Sylhet	Moulavibazar	Baliakandi	DR&WC	54
18	Amgram	Dhaka	Madaripur	Jhenaigati	DR	52
19	Dew Chhara	Sylhet	Moulavibazar	Baliakandi	DR&FM&WC	52
20	Shial Chhara	Sylhet	Moulavibazar	Melandah	DR&FM&WC	47
21	Maistha Beel	Mymensingh	Tangail	Sharishabari	DR&FM	42
22	Aglasin-Abatpur Beel	Mymensingh	Tangail	Dhanbari	DR&FM	39
23	Boror Beel	Mymensingh	Tangail	Shakhipur	DR&FM	35
24	Charparal-Barphakia Khal	Mymensingh	Tangail	Rajoir	DR	26
-	Charali Beel	Not implemented under JICA-1				
-	Boalmari					

Source: SAPI team

(6) Achievement as of the End of SAPI

The achievement of subproject selection was summarised below.

Table 2.9: Status of Subproject Selection

Batch		New Development	Additional Development	Flagship Development	Total
1 st	Target	20	10	0	30
	Achievement	20	10	0	30
2 nd	Target	56	10	9	75
	Achievement	56	10	0	66
Total	Target	76	20	9	105
	Achievement	76	20	0	96

Source: SAPI Team

A list of the selected subprojects for the new development is shown in the Appendix Table. In addition, the schedule planned by JICA appraisal mission and actual progress are compared in the Appendix Figure.

(7) Issues Obtained through Subproject Selection

(a) Insufficient Understanding by LGED Staff at the Field Level

Through selecting subprojects, the following lessons were learned:

- 1) Since the quality of submitted subproject proposal was poor, PMU rejected and returned the document with request for resubmission to the district LGED offices. Particularly, the following issues were obvious and serious:
 - Lack of essential information/data
 - Inconsistency among input data
- 2) Due to lack of appreciation on the JICA-2 concept at the district and upazila level, there were no applicant for the flagship development subproject.

(b) Selection of Flagship Subproject

The SAPI Team and PMU agreed that flagship development subproject shall be selected carefully because (i) field staff at the district and upazila LGED offices had not understood the concept of JICA-2 well as mentioned above and (ii) the flagship development will be a model of rural development in Bangladesh in the future. Therefore, the SAPI Team and PMU concluded to select flagship development subproject in accordance with the following procedure:

- 1) The SAPI Team will confirm (i) the needs of flagship development and (ii) capacity of the concerned WMCA with assistance of PMU and support of LGED field offices;
- 2) The SAPI Team will prepare a list of the subprojects which applies to the flagship development satisfying the above two conditions;
- 3) PMU/Project Consultant (PC) will conduct FR at the proposed subproject site to examine the feasibility through discussion with local stakeholders;
- 4) PMU will instruct the concerned upazila LGED office to prepare and submit the proposal of flagship development subproject deemed feasible through the FR; and
- 5) PMU/PC will examine the submitted proposals of flagship development based on the abovementioned criteria of screening and scoring and prioritize according to the result.

2.5 Preparation of Training Manuals on WMCA Enhancement

The following activities were implemented to prepare the training materials on enhancement of the targeted WMCA:

(1) Identification of Training Program

The training programs for WMCA to be established under the new development subproject on development and management of WMCA, construction monitoring, O&M of water resources management facilities, production techniques for agriculture and fishery, microcredit, environmental monitoring, gender development, etc., were specified based on the minutes of understanding (MOU) had been exchanged between LGED and ten agencies of the Government of Bangladesh and their own training programs.

(2) Preparation of Training Guidelines

Since there were no consistent guidelines to monitor WMCA development from planning to O&M of the facilities, the SAPI Team prepared the guidelines on action plan for organizational development and enhancement of WMCA. In addition, the guidelines on monthly report to monitor the progress of organizational development and enhancement, subproject completion report, sustainable development plan, and management manuals for WMCA were prepared.

As additional development and flagship development are new concepts of rural development in Bangladesh, the training guidelines on enhancement of WMCA under those development concepts were prepared focusing on diversification of WMCA activities, especially relating to agribusiness. In this connection, the planning guidelines on agribusiness for (i) sustainable O&M of equipment to be provided under subprojects of additional development and flagship development and (ii) utilization of multi-functional facility to be constructed under flagship development subproject were prepared.

(3) Preparation of Training Manual for Facilitator

The training manual for facilitator was prepared on the basis of the JICA-2 operational guidelines. Composition of the manual and reference of each part are described in Table 2.9.

Table 2.10: Composition and Reference of Training Manual for Facilitator

Part	Title	Volumes of JICA-2 Operational Guidelines to be Referred
I	Outline of JICA-2	Volume-1
II	Roles and Responsibility	Volume-1
III	Procedure for WMCA Development and Enhancement	Volumes 2-4
IV	Guidelines on Preparation of Action Plan for WMCA Development and Enhancement	Volumes 2-4
V	List of Training Program	Volume 2
VI	Guidelines on the Preparation of Agribusiness Plan	Volumes 2 and 3
VII	Documentation (Monthly Report, Subproject Completion Report, Sustainable Development Plan, and Manual & Guidelines on WMCA Training	Volumes 2-4

Source: SAPI Team

The SAPI Team proposed that the above trainings for facilitator shall be provided not only for the facilitator but also for the individual consultant, namely, sociologist/socioeconomist, to be dispatched to the divisional/regional LGED office because they are the key staff for development and enhancement of WMCA under JICA-2.

2.6 Improvement of Project Management Capacity and Setting Up the Project Implementation System

The SAPI Team supported PMU in organising project orientations at the central and regional levels for improvement of capacities on project management of agencies of LGED concerning JICA-2 implementation. The outlines of those orientations are described below.

Table 2.11: Outlines of the Project Orientations

Central Level	
Date	3 October 2017
Venue	LGED Headquarter
Attendee	PMU, departments of the Government of Bangladesh concerned
Agenda	1) Outline of the JICA-2 2) Contents of JICA-2 Operational Guideline 3) Discussion

Regional Level			
Date	i) 5 th October 2017	Region	i) Mymensingh
	ii) 8 th October 2017		ii) Sylhet
	iii) 10 th October 2017		iii) Dhaka
	iv) 12 th October 2017		iv) Rangpur
	v) 15 th October 2017		v) Faridpur
Venue	i) Mymensingh Regional Office of LGED		
	ii) Sylhet Regional Office of LGED		
	iii) Headquarter of the Department of Cooperative, Dhaka		
	iv) Rangpur Regional Office of LGED		
	v) Faridpur Regional Office of LGED		
Attendee	<ul style="list-style-type: none"> - Additional Chief Engineer leading each division - Superintending Engineer leading each region - Executive Engineer leading each district - Water Resources Engineer and Socioeconomist/Sociologist of each district - Upazila Engineer of each upazila - Staff of departments concerned 		
Agenda	<ol style="list-style-type: none"> 1) Outline of JICA-2 2) Implementation Procedure of JICA-2 3) Forms of Subproject Identification and Subproject Proposal 4) Discussion 		

Source: SAPI Team

The minutes of discussion of the above orientations are prepared as shown in Attachment 1.

The SAPI Team also assisted PMU to hold pre-review workshops, a review workshop, and a project implementation committee (PIC) with LGED staff related to JICA-2 implementation. Those workshops were organised as follows:

Table 2.12: Outlines of Review Workshops and Project Implementation Committee

Pre-review Workshop-1	
Date	2 November 2017
Venue	LGED Headquarter
Attendee	<ul style="list-style-type: none"> - PMU - Sociologist of LGED Headquarter - JICA-TCP
Agenda	<ol style="list-style-type: none"> 1) Explanation of JICA-2 implementation procedure 2) Discussion on steps and activities of JICA-2 implementation procedure
Pre-review Workshop-2	
Date	28 November 2017
Venue	LGED Headquarter
Attendee	PMU
Agenda	<ol style="list-style-type: none"> 1) Explanation of JICA-2 gender action plan and operational guidelines 2) Discussion on JICA-2 gender action plan 3) Discussion on procurement and subproject evaluation criteria for Additional Development and Flagship Development
Review Workshop	
Date	20 January 2018
Venue	LGED Headquarter
Attendee	<ul style="list-style-type: none"> - PMU - Executive Engineer of JICA-2 target divisions - Socio-economist/Sociologist of LGED Headquarter - Upazila Engineer of JICA-2 target upazilas - JICA-TCP
Agenda	<ol style="list-style-type: none"> 1) Progress of JICA-2 2) Issues and lessons learned from subproject selection of Batch 1 3) Discussion on contents and necessary improvement of JICA-2 operational guidelines based on the above progress, issues, and lessons learned

Source: SAPI Team

The records of discussion of the above workshops are compiled in Attachments 2–4.

In addition, a seminar for procurement and anti-corruption was held by the SAPI Team as outlined below.

Table 2.13: Outline of the Seminar for Procurement and Anti-corruption

Date	20 th January 2018
Venue	LGED Headquarter
Attendee	- PMU - Executive Engineer of JICA-2 target divisions - Socio-economist/Sociologist of LGED Headquarter - Upazila Engineer of JICA-2 target upazilas - JICA-TCP
Agenda	1) Procurement rules of Yen-loan project 2) Procurement regulation in Bangladesh (Public Procurement Rules, 2008)

Source: SAPI Team

Since the seminar was held as a session of the review workshop, the result is also compiled as a part of record of the workshop in Attachment 4.

Based on the PMU’s request, the SAPI Team also assisted in organising PIC meeting recorded in Attachment 5 and summarized as follows:

Table 2.14: Outline of the Project Implementation Committee

Project Implementation Committee	
Date	23 rd April 2018
Venue	LGED Headquarter
Attendee	- LGED - PMU - JICA
Agenda	1) Explanation of JICA-2 operational guidelines 2) Discussion on JICA-2 operational guidelines

Source: SAPI Team

2.7 Assistance on Procurement of Local Consultants

The SAPI Team assisted the PMU to contract local consulting firms and NGOs in outsourcing DFSD and dispatching Institutional Development Specialists (IDSs) and Construction Management & Quality Control Experts (CM&QCEs) at the regional levels, Agricultural and Fisheries Facilitators at the district levels, and General Facilitators at the upazila level. The progress is described as follows:

- 1) Review and finalization of the terms of reference (TOR) for the local consulting firm and NGOs. The TOR includes detailed scope and objectives of the services to be provided by the firms and NGOs, responsibilities of IDS, CM&QCE, and facilitators, and qualification requirements.
- 2) Analysis of estimated cost for DFSD including breakdown with identification of individual tasks that comprise the total service or package.
- 3) Assistance in the preparation of expression of interest (EOI) for the selection of local consulting firms and NGOs to submit request for proposal (RFP) for their service to carry out DFSD and dispatch IDSs, CM&QCEs, and facilitators. The EOI for DFSD was published on 1st May 2018 and the submission was closed on 15th May 2018. PMU has received EOI forms from 27 firms.
- 4) Review of procedure of appointing and fielding facilitators through local consulting firms and NGOs to assist in establishing the water management cooperative associations.

2.8. Other Assistances

The SAPI Team supported PMU and IWRMU in providing the following assistances:

- 1) Review of progress on the submission of subproject proposals by the local people within JICA-2 project area for new development subprojects and additional development subprojects, adequacy of information provided in the proposals, and collection of information when required to complete the proposals.
- 2) Assistance in the entry of subproject proposals into the MIS at IWRMU. The information required to enter includes name of the proposed subproject, union, upazila and district where subproject is located, union and upazila development coordination committee meetings resolution date, and proposal submission date.

CHAPTER 3 RECOMMENDATION

The following clauses describes the recommendations to PMU and PC to be procured for providing consulting services throughout the JICA-2 implementation.

(1) Continuous Revision of JICA-2 Operational Guidelines and Subproject Evaluation Criteria

While the SAPI Team has completed the preparation of the JICA-2 operational guidelines and the criteria to evaluate proposed subprojects with cooperation of PMU, they agreed to continuously revise those documents during JICA-2 implementation to reflect the actual situation and introduce lessons learned. In this connection, monitoring system proposed in the training guidelines and manuals shall be utilised to grasp the actual situations and reflect them to the guidelines and criteria.

(2) Further Explanation of JICA-2 Concept and Components

As mentioned in Section 2.4, there were no subproject proposals applying for flagship development to be implemented under batches 1 and 2. Therefore, the SAPI Team recommends to PMU to continue the training on disseminating JICA-2 concept and components, especially in terms of flagship development, for the staff of the district and upazila LGED offices. On the other hand, the problems and difficulties to prepare the subproject proposal of flagship development at field level should be collected and analysed by PC and reflected in the operational guidelines and application forms.

(3) Review of Project Implementation Schedule

Since the progress of JICA-2 is already behind the implementation schedule as mentioned in the minutes of discussion (MD) on JICA-2, project appraisal between JICA and LGED, should be reviewed and amended in accordance with the actual situation immediately after commencement of the consulting services.

(4) Capacity Development

The transfer of technology is one of the important tasks of PC. Continuous technology transfer to LGED staff through (i) orientations and workshops, (ii) on-the-job training, (iii) lectures, and (iv) observational learning/exposure will deepen their understanding and will help improve the performance of their assigned roles and functions under JICA-2. Therefore, the following technology transfer activities are recommended.

1) Execution of orientations and workshops

The purpose of the orientation and workshop will focus on levelling of understanding the precepts of JICA-2 to implementers and clarification of their assigned roles and functions. Therefore, the SAPI Team recommends to PMU to hold JICA-2 Orientation and Action Planning Workshop.

2) Facilitation of on-the-job training

The on-the-job training aiming at giving the practical knowledge and technique or skills as much as possible through the respective daily/routine works is recommended. In this connection, the SAPI Team recommends forming four groups, namely, (i) management group, (ii) infrastructure development group, (iii) institutional development group, and (iv) administrative and supporting group within the PC Team. This is to facilitate on-the-job training/coaching for all the activities of project management and implementation to be supported by PC, namely, (i) overall project management, (ii) planning and design, (iii) construction management, and (iv) institutional development through the following methodologies:

- Informal technical or non-technical discussions in the office and in the field;
- Explanations of technical or non-technical subjects through joint works with the consultant;
- Demonstration of technical methods and approaches;
- Use of operational guideline;
- Preparation of notes and discussion papers;
- Feedback during semi-annual coordination conference;
- Consultation and technical discussion during site validation, on-site monitoring, and other coordination meeting for each subproject; and
- Periodic interviews with LGED's staff to review the success of training approaches and methods adopted.

3) Execution of lectures

The SAPI Team recommends to PMU to execute the lectures focusing on training of trainer (ToT) and skills enhancement of LGED's staff. A series of practical lectures on relevant subjects will be given to LGED's staff from time to time. These lectures will not be limited to theories and criteria but also experiential learning based on practical case studies, to which these theories and criteria could be applied. The subjects will cover management and information system aspects, credit delivery aspects, and development assistance aspects. The recommended ToT and skills enhancement are summarised in the table below.

Table 3.1: List of Recommended TOT and Skills Enhancement Training

Name of Training	Objective	Target Participants
ToT		
Subproject identification and comprehensive SSWRD planning	Strengthening of capacity of D-PIUs' staff for subproject identification and comprehensive SSWRD planning and make them as trainers of this aspect for U-PIUs' staff.	Individual consultant in charge of water resources development and Sociologist/Socio-economist
Construction monitoring and quality assessment	Strengthening of construction monitoring and quality assessment capacity of D-PIUs' staff and make them as trainers of this aspect for U-PIUs' staff.	Sr. Assistant Engineer and Assistant Engineer in charge of water resources development
Preparation of hand-over document, SPCR and WMCA sustainability plan	Strengthening of capacity of D-PIUs' staff for the preparation of hand-over document, SPCR for both infrastructures and institution, WMCA sustainability plan, and make them as trainers of this aspect for U-PIUs' staff.	Sr. Assistant Engineer, Assistant Engineer in charge of water resources development and Sociologist/Socio-economist
O&M of water resources management facilities	Strengthening of capacity of D-PIUs' staff for O&M of water resources management facilities and make them as trainers of this aspect for U-PIUs' staff.	Sr. Assistant Engineer and Assistant Engineer in charge of water resources development
Environment	Strengthening of capacity of D-PIUs' staff for environmental impacts/issues related with water resources management activities and make them as trainers of this aspect for U-PIUs' staff.	Sr. Assistant Engineer and Assistant Engineer in charge of water resources development
Gender and development	Strengthening of capacity of D-PIUs' staff for gender and development, specifically process of being fair and providing equal opportunity to women and men for water resources management related activities and make them as trainers of this aspect for U-PIUs' staff.	Sr. Assistant Engineer, and Sociologist/Socio-economist
Skills Enhancement Training:		
Financial management	Enhancement of project financial management skills of the staff of regional office and D-PIU. Especially for the preparation of statement of expenditures to the attainment of disbursement target and avoid budget shortage.	Sr. Assistant Engineer and Accountant at D-PIU; and Project-based Account Assistant to be deployed to each regional office.

Name of Training	Objective	Target Participants
Management Information System (MIS), Information and Communication Technology (ICT), and e-filing	Levelling of understanding of MIS, ICT, and e-filing and their data requirement to PIUs' staff and clarification of their specific roles in the process of data collection.	Sr. Assistant engineer, Assistant engineer in charge of water resources development and Sociologist/Socio-economist

Source: SAPI Team

4) Execution of overseas training

The SAPI Team recommends that the observational learning is emphasized in the Overseas Training of LGED officials, PMU and PIUs staffs shall be exposed to and have actual observational experience (and learning) on the various types of successful water resource development project and comprehensive rural development project sites, and academic and technical institutions in Japan and in other countries.

(5) Translation of JICA-2 Operational Guidelines into Bengali

As commented in PIC, it would be helpful for LGED staff and stakeholders in the field level to translate JICA-2 operational guidelines into Bengali to induce further appreciation. However, it is difficult for the SAPI Team to complete the translation due to the limitation of time and human resources. Therefore, it is recommended that the translation will be done by PC under JICA-2.

Appendixes

Appendix Table

Appendix Table: Selection Result of New Development Subproject

Rank	Subproject Name	Division	Subproject Type	Subproject Area (ha)	Total Score	Batch
1	Betuya Khal	Mymensingh	FM & DR & WC	860	95	1 st
2	Fayazuddin Madbor Kandi	Dhaka	DR & TI	836	87	
3	Dakhain Daldolia	Rangpur	FM & DR & CAD	800	86	
4	Koniya - Dokinpara	Dhaka	FM & DR & TI	1,000	85	
5	Pachkhola-Gagira	Dhaka	DR & TI	889	85	
6	Ponerpuri Hour Saiduly River	Mymensingh	DR & WC	889	85	
7	Purbo Horinchara	Rangpur	FM & DR	760	85	
8	Naldanga-KalinagorBaribad	Dhaka	FM & DR & WC & CAD	620	85	
9	Esorkul-Joyram Oja	Rangpur	FM & WC	973	84	
10	Chatur khal	Sylhet	DR & WC	800	84	
11	Pakidheki, Gohan, Bujhi Haor, Khagra Haor	Sylhet	FM & DR & WC	800	84	
12	Mora Chandona- Arkandi	Dhaka	DR & WC & CAD	660	84	2 nd
13	Dorshana Khal	Sylhet	FM & DR & WC	720	82	
14	Sherual Sadikbad Naya Bazar	Dhaka	DR & TI	960	81	
15	Rajar Khal Re excavation	Sylhet	FM & WC	806	81	
16	Chandona- Kardomagha Chami	Dhaka	DR & WC & CAD	760	81	
17	Baliakandi-Amtolakhal	Dhaka	DR & WC & CAD	720	81	
18	Asad Khal	Sylhet	FM & WC	712	81	
19	Taltola	Dhaka	DR & TI	908	80	
20	Bazurakata khal Re-excavation	Sylhet	WC	868	80	
21	Vobanipur Prokash	Mymensingh	DR & WC	800	80	
22	Gobindapur- Nolchata	Rangpur	FM & DR	352	80	
23	Beeljona Khal	Dhaka	DR & WC & CAD	224	80	
24	Sankordho-Babubazar	Rangpur	FM & WC	888	79	
25	Nalayar Khal	Rangpur	FM & DR	800	79	
26	Gochee Gahi Taliya Gahi	Sylhet	TI & WC	652	79	
27	Goricar khal	Sylhet	TI & WC	812	78	
28	Ramnagar	Rangpur	FM & CAD	800	77	
29	Kalibazar khal	Rangpur	DR & WC	504	77	
30	Thair Shikder Kadi via Arifin Mullah Kandi	Dhaka	TI & WC	1,000	76	
31	Saijuddi Madbor Kandi to Vanu Molla Kandi	Dhaka	DR & TI	1,000	76	
32	Asim Bapari Kandi to Sadak Ali	Dhaka	DR & TI	1,000	76	
33	Mora Soni Khal	Sylhet	FM & DR & WC	790	76	
34	Katakhal & Vugia Beel Khal	Mymensingh	WC	1,000	75	
35	Kajulia - Jalilpar	Dhaka	WC	920	75	
36	Bekir Kara Khal	Sylhet	FM & DR & WC	828	75	
37	Katalbari Jangolbazar	Dhaka	WC	800	75	
38	Barkatpur Khamar Narail	Rangpur	DR & WC & CAD	780	75	
39	Mora Kisti khal Re-excavation	Sylhet	WC	724	75	
40	Ragurampur	Dhaka	DR & TI	588	75	
41	Char Gobindapur	Dhaka	DR & TI	500	75	
42	Karotoa Khal	Rangpur	FM & WC	640	74	
43	Jhapijapiya Khal	Mymensingh	DR & WC	340	74	
44	Boro Nikli Karanibut & DC Road	Dhaka	DR & TI	960	73	
45	Shar Khi Khal Re-excavation	Sylhet	WC	776	72	
46	Boro Khal Re-excavations	Sylhet	WC	652	72	
47	Bari Beel Khal Re-excavation	Sylhet	WC	648	72	
48	Shatput	Sylhet	DR & WC & CAD	592	71	
49	Ragobpur Gusogram- Dimla Pudimsohor	Rangpur	FM & DR & CAD	360	71	
50	Ara Borak Khal Re-excavation	Sylhet	WC	784	70	

Rank	Subproject Name	Division	Subproject Type	Subproject Area (ha)	Total Score	Batch	
51	Gosarchar-Bhalarchar	Dhaka	WC	750	70	2 nd	
52	Baraivata Fadir School	Dhaka	WC	750	70		
53	Dudkhali Baro Kandi	Dhaka	DR	540	70		
54	Atavanga Beel	Dhaka	FM & DR & WC & CAD	291	70		
55	Babur Dola Water Conservation	Rangpur	WC	720	69		
56	Moragang khal Re-excavation	Sylhet	DR & WC	568	69		
57	Kali Sheri Khal	Sylhet	WC	794	65		
58	Alaikumari	Rangpur	WC	596	65		
59	Katanodi Khal	Rangpur	WC	593	65		
60	Baisha Dara Khal Re-excavation	Rangpur	DR	583	65		
61	Patkalbari - Maskangi	Dhaka	WC	506	65		
62	Talibhata-Sachorkhal	Dhaka	WC	474	65		
63	Domrasur- Malibata	Dhaka	WC	440	65		
64	Hagra Urrar Khal Re-excavation	Sylhet	WC	854	63		
65	Pashembagh Baribandh	Sylhet	FM	740	62		
66	Kalamuya Chara	Sylhet	WC	340	62		
67	Pagla Chara	Sylhet	WC	300	62		
68	Langu Chara	Sylhet	WC	280	62	Screening Passed.	
69	Purnali Chara	Sylhet	WC	260	62		
70	Nakai Beel	Rangpur	FM & DR & WC & CAD	212	62		
71	Hur Khal Re-excavation	Sylhet	WC	768	60		
72	Lach Nodi	Sylhet	WC	360	60		
73	Kodali Chara	Sylhet	WC	300	59		
74	Simuler Jan to Paharpur	Rangpur	WC	640	58		
75	Quzipara- Pabonpara	Rangpur	WC	520	58		
76	Horinshin Khal	Rangpur	WC	504	56		
77	Barudaha Khal	Rangpur	WC	440	56		
78	Akhira Khal	Rangpur	WC	416	56		
79	Kinay Chhara	Sylhet	WC	300	56		
80	Naleya Khal-Phaleya Beel	Rangpur	DR	300	53		
81	Tatulia-Vorramdia Khal	Dhaka	DR & WC & CAD	160,000	-	Not Selected for 1 st &2 nd Batch* ¹	
82	Elishkol Khal	Dhaka	DR & WC & CAD	120,000	-		
83	Paturia-Takipara	Dhaka	DR	80,000	-		
84	Takipara Khal	Dhaka	DR & WC & CAD	50,000	-		
85	Bagutia-Goradar Beel	Dhaka	DR & TI & WC & CAD	30,000	-		
86	Jadupur Baore	Dhaka	DR & WC & CAD	8,800	-		
87	Baromashia Nalermuk	Rangpur	DR & WC & CAD	4,940	-		
88	Kara Kandi Sharabis Rasi	Dhaka	DR & WC	4,000	-		
89	Ragobpur Dimla	Rangpur	FM & DR	3,424	-		
90	Kalatola	Dhaka	FM & DR & WC	2,800	-		
91	Kabilpur,Alapur Ramrayar kandi	Dhaka	DR & TI	2,040	-		
92	Gobindi-Sagata	Rangpur	FM & DR & CAD	1,800	-		Screening Failed
93	Boro Nikli Gouatola Bahir Char Beel Padma	Dhaka	FM & DR	1,600	-		
94	Haridashpur- Hotatpara	Dhaka	WC	1,600	-		
95	Chandon Pat Dauntola	Rangpur	FM & DR & CAD	1,409	-		
96	Dakin Krokerchar	Dhaka	DR & TI	1,400	-		
97	Baniagati Kureer Par	Mymensingh	DR & WC	1,280	-		
98	Dalnia Balakhor Dakinpara	Dhaka	WC	1,200	-		
99	Ulpur-Pachimdanga	Dhaka	WC	1,200	-		
100	Kumar Nodir Ali Akborar Kandi	Dhaka	DR & TI	1,120	-		
101	Kuritakiya Khal	Rangpur	DR & WC	964	-		
102	Bajidpur	Dhaka	DR	949	-		

Rank	Subproject Name	Division	Subproject Type	Subproject Area (ha)	Total Score	Batch
103	Arua Kandi	Dhaka	DR	949	-	Screening Failed
104	Aripara	Dhaka	DR	938	-	
105	Khalia Khal	Dhaka	DR	934	-	
106	Lawkhanda Khal	Dhaka	DR	926	-	
107	Khana Khal	Mymensingh	DR & WC & CAD	900	-	
108	Kodaliya	Dhaka	DR	886	-	
109	Pikepara	Dhaka	FM & DR	863	-	
110	Horidasi-Mohendradi	Dhaka	DR	851	-	
111	Hossinpur	Dhaka	DR	840	-	
112	Loyer Kumar	Dhaka	DR & WC	800	-	
113	Choto Kura Nadi Dhamri Haor	Sylhet	DR & WC	800	-	
114	Kachinia Bazar Ballan Khal	Rangpur	DR & WC	796	-	
115	Bor Kania Khal	Sylhet	DR & WC	768	-	
116	Uttar Parulia Singimari	Rangpur	DR & WC	764	-	
117	Sunai Hour	Mymensingh	DR & WC	760	-	
118	Silakuri Beel	Sylhet	FM & DR & WC	704	-	
119	Baher Char Baribandh Construction & Morarutna Khal	Sylhet	FM & WC	692	-	
120	Asedun-Jamse-Dungarmuk(RD)	Sylhet	WC & CAD	593	-	
121	Khanti-Balihadanghi Khal	Rangpur	WC & CAD	494	-	
122	Cauhaddi-Bahadurpur	Dhaka	WC & CAD	480	-	
123	Singya Bari-Varvari Khal(part-2)	Rangpur	FM & DR	443	-	
124	Shakoya Khal	Rangpur	WC & CAD	364	-	
125	Barudal Nadi	Sylhet	FM & DR & WC	344	-	
126	Uttar Singimari	Rangpur	DR & WC	320	-	
127	Singya Bari- Varvari Kha (part-1)	Rangpur	FM & DR	240	-	
128	Akhali Chara	Sylhet	WC	192	-	
129	Rashad Sikder House to Krokerchar Bazer	Dhaka	DR & TI	192	-	
130	Shekpur Dadon Kabirajhouse to Satgariya	Dhaka	DR & TI	188	-	
131	Kanipara-Sankorganj	Rangpur	FM & WC	160	-	
132	Minakandi Taher Madbor kandi	Dhaka	DR & TI	160	-	
133	Pakuria Bel	Rangpur	FM & DR	54	-	
134	Ful Chara Khal	Sylhet	DR & WC & CAD	NA	-	
135	Manja Khal	Mymensingh	DR & WC & CAD	NA	-	
136	Paicar Bazaar Mynakata Nodi -	Dhaka	FM & DR & TI & WC & CAD	NA	-	
137	Kadirpur Mozafforpur Manikpur	Dhaka	DR & TI	NA	-	

Note: *1: These subproject proposals were not selected because the number of subproject for 1st and 2nd Batch is limited. These subproject proposals will be revised and submitted to PMU for 3rd or 4th Batch Selection.

FM: Flood Management, DR: Drainage, TI: Tidal Irrigation, WC: Water Conservation, CAD: Command Area Development

Source: SAPI team

Appendix Table: Selection Result of New Development Subproject by Division

Division	Total	Pass		Fail	
		No	%	No	%
Dhaka	56	25	45%	31	55%
Mymensingh	9	5	56%	4	44%
Sylhet	36	28	78%	8	22%
Rangpur	36	22	61%	14	39%
Total	137	80	58%	57	42%

Source: SAPI team

Appendix Table: Selection Result of New Development Subproject by District

Division	District	Total No.	Pass		Fail	
			No	%	No	%
Dhaka	Dhaka	0	0	-	0	-
	Faridpur	0	0	-	0	-
	Gazipur	0	0	-	0	-
	Gopalganj	12	9	75%	3	25%
	Kishoreganj	0	0	-	0	-
	Madaripur	34	12	35%	22	65%
	Manikganj	0	0	-	0	-
	Munshiganj	0	0	-	0	-
	Narayanganj	0	0	-	0	-
	Narsingdi	0	0	-	0	-
	Rajbari	10	4	40%	6	60%
Shariatpur	0	0	-	0	-	
Mymensingh	Tangail	2	2	100%	0	0%
	Jamalpur	0	0	-	0	-
	Mymensingh	0	0	-	0	-
	Netrokona	7	3	43%	4	57%
	Sherpur	0	0	-	0	-
Sylhet	Habiganj	17	15	88%	2	12%
	Moulvibazar	13	10	77%	3	23%
	Sunamganj	0	0	-	0	-
	Sylhet	6	3	50%	3	50%
Rangpur	Dinajpur	3	1	33%	2	67%
	Gaibandha	13	7	54%	6	46%
	Kurigram	0	0	-	0	-
	Lalmonirhat	6	0	0%	6	100%
	Nilphamari	2	2	100%	0	0%
	Panchagarh	0	0	-	0	-
	Rangpur	12	12	100%	0	0%
Thakurgaon	0	0	-	0	-	
Total		137	80	58%	57	42%

Note: 137 New Development subproject proposals were submitted from 13 Districts.

Source: SAPI team

Appendix Table: New Development Subproject List under Batch1

No	Subproject Name	Subproject Type	Achievement	Next Step
Dhaka Division				
1	Charaldia Khal	TI	Step 6: Detailed FS	Step 7: Site Validation
2	Kadmi Khal	DR&WC		
3	Fayazuddin Madbor Kandi	DR & TI	Step 4: Pre-Screening of Subproject	Step 5: FR
4	Koniya - Dokinpara	FM & DR & TI		
5	Pachkhola-Gagira	DR & TI		
6	Naldanga-KalinagorBaribad	FM & DR & WC & CAD		
Mymensingh Division				
7	Bagjan Khal	DR&WC	Step 6: Detailed FS	Step 7: Site Validation
8	Kashabkhali Khal	DR		
9	Bamankhali Khal	FM&DR&WC		
10	Pagla Chhara	FM&DR&WC		
11	Betuya Khal	FM & DR & WC	Step 4: Pre-Screening of Subproject	Step 5: FR
12	Ponerpuri Hour Saiduly River	DR & WC		
Rangpur Division				
13	Dakhain Daldolia	FM & DR & CAD	Step 4: Pre-Screening of Subproject	Step 5: FR
14	Purbo Horinchara	FM & DR		
15	Esorkul-Joyram Oja	FM & WC		
Sylhet Division				
16	Alochhaya	CAD	Step 6: Detailed FS	Step 7: Site Validation
17	Keshri Beel	CAD		
18	Uttar Bhagerkhal Boro Chhara	WC		
19	Chatur Khal	DR & WC	Step 4: Pre-Screening of Subproject	Step 5: FR
20	Pakidheki, Gohan, Bujhi Haor, Khagra Haor	FM & DR & WC		

Note: FS: Feasibility Study, FR: Field reconnaissance

Source: SAPI team

Appendix Table: Additional Development Subproject List under Batch1

No	Subproject name	JICA-1 Component	Achievement	Next Step
Dhaka Division				
1	Baro Dumuria	DR & FM	Step 6: Detailed FS	Step 7: Site Validation
2	Satgavia Beel	DR&WC		
3	Baneswardi	CAD		
Mymensingh Division				
4	Kharia Nadi	DR&WC	Step 6: Detailed FS	Step 7: Site Validation
5	Foliar Khal	DR & FM & WC		
6	Goilla Beel	DR & FM		
7	Langulia Khal	DR & FM & WC		
8	Baithakhali Khal	DR & FM & WC		
Sylhet Division				
9	Jagchhara	WC	Step 6: Detailed FS	Step 7: Site Validation
10	Binnakandi Chhara	WC		

Source: SAPI team

Appendix Table: New Development Subproject List under Batch2

No	Subproject Name	Subproject Type	Achievement	Next Step
Dhaka Division				
1	Mora Chandona- Arkandi	DR & WC & CAD	Step 4: Pre-Screening of Subproject	Step 5: FR
2	Sherual Sadikbad Naya Bazar	DR & TI		
3	Chandona- KardomaghaChami	DR & WC & CAD		
4	Baliakandi-Amtolakhal	DR & WC & CAD		
5	Taltola	DR & TI		
6	Beeljona Khal	DR & WC & CAD		
7	Thair shikder kadi via Arifin Mullah kandi	TI & WC		
8	Sajjuddi Madbor kandi to Vanu Molla Kandi	DR & TI		
9	Asim Bapari Kandi to Sadak Ali	DR & TI		
10	Kajulia - Jalilpar	WC		
11	Katalbari Jangolbazar	WC		
12	Ragurampur	DR & TI		
13	Char Gobindapur	DR & TI		
14	Boro Nikli Karanibut & DC Road	DR & TI		
15	Gosarchar-Bhalarchar	WC		
16	Baraivata Fadir School	WC		
17	Dudkhali Baro Kandi	DR		
18	Atavanga Beel	FM & DR & WC & CAD		
19	Patkalbari - Maskangi	WC		
20	Talibhata-Sachorkhal	WC		
21	Domrasur- Malibata	WC		
Mymensingh Division				
22	Vobanipur Prokash	DR & WC	Step 4: Pre-Screening of Subproject	Step 5: FR
23	Katakhali & Vugia Beel Khal	WC		
24	Jhaphapiya Khal	DR & WC		
Rangpur Division				
25	Gobindapur- Nolchata	FM & DR	Step 4: Pre-Screening of Subproject	Step 5: FR
26	Sankordho-Babubazar	FM & WC		
27	Nalayar Khal	FM & DR		
28	Ramnagar	FM & CAD		
29	Kalibazar khal	DR & WC		
30	Barkatpur Khamar Narail	DR & WC & CAD		
31	Karotoa Khal	FM & WC		
32	Ragobpur Gusogram- Dimla Pudimsohor	FM & DR & CAD		
33	Babur Dola Water Conservation	WC		
34	Alaikumari	WC		
35	Katanodi Khal	WC		
36	Baisha Dara Khal re-excavation	DR		
Sylhet Division				
37	Dorshana Khal	FM & DR & WC	Step 4: Pre-Screening of Subproject	Step 5: FR
38	Rajar Khal Re excavation	FM & WC		
39	Asad Khal	FM & WC		
40	Bazurakata khal Re excavation	WC		
41	Gochee Gahi Taliya Gahi	TI & WC		
42	Goricar khal	TI & WC		
43	Mora Soni Khal	FM & DR & WC		
44	Bekir Kara Khal	FM & DR & WC		
45	Mora Kisti khal Re excavation	WC		
46	Shar Khi Khal Re excavation	WC		
47	Boro Khal Re excavations	WC		
48	Bari Beel Khal Re excavation	WC		
49	Shatput	DR & WC & CAD		
50	Ara Borak Khal Re excavation	WC		
51	Moragang khal Re excavation	DR & WC		
52	Kali Sheri Khal	WC		
53	Hagra urrar khal Re excavation	WC		
54	Pashembagh Baribandh	FM		
55	Kalamuya Chara	WC		
56	Pagla Chara	WC		

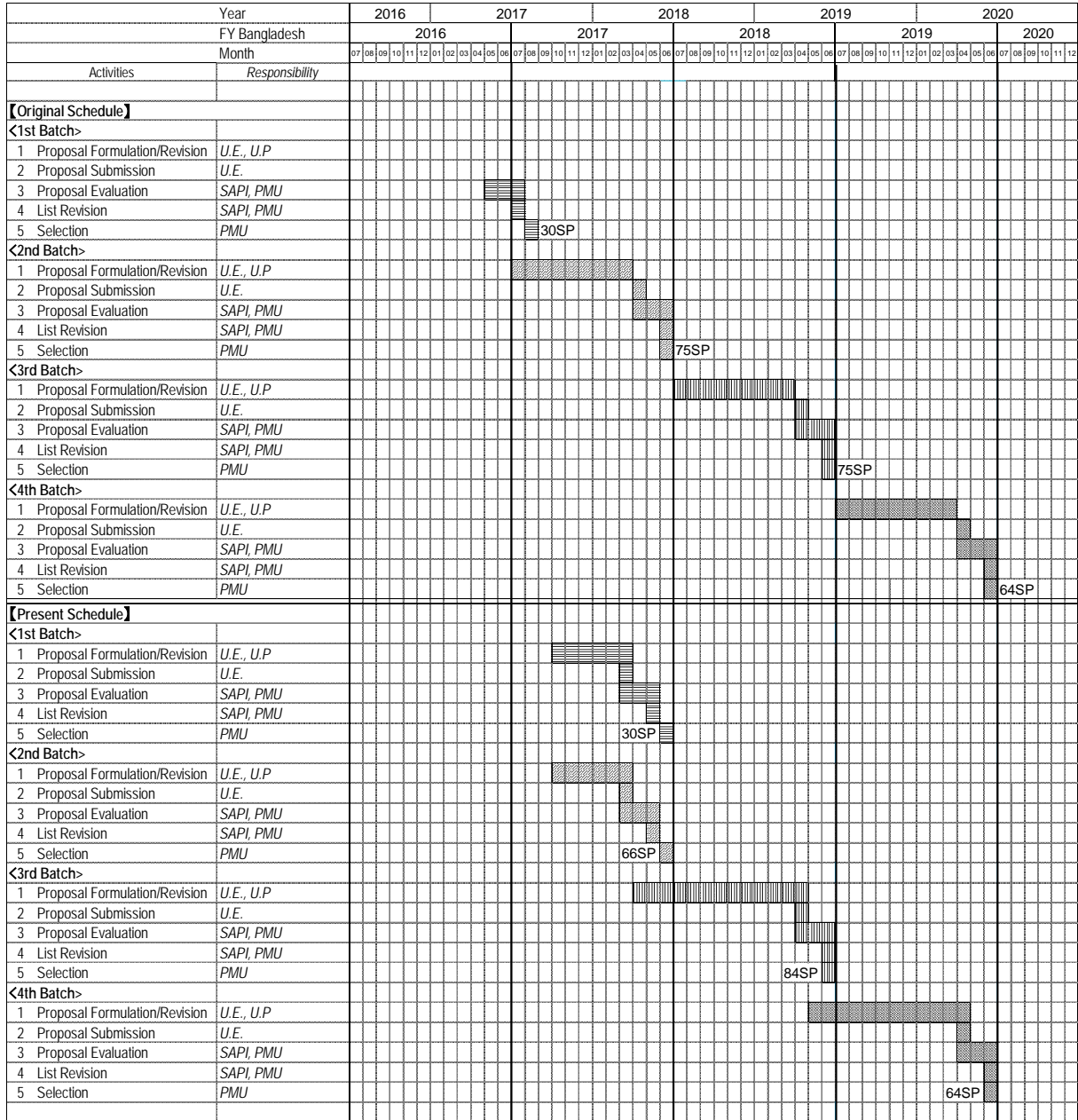
Source: SAPI team

Appendix Table: Additional Development Subproject List under Batch2

No	Subproject name	JICA-1 Component	Achievement	Next Step
Dhaka Division				
1	Kalibari Khal	DR	Step 4: Pre-Screening of Subproject	Step 5: FR
2	Boro Dumuria	DR & FM		
3	Laxmiganj-Rupriya Khal	DR		
Mymensingh Division				
4	Rothkhola-Kamarbari	DR & FM	Step 4: Pre-Screening of Subproject	Step 5: FR
5	Goilla Beel	DR & FM		
6	Tengra-Madla Khal	WC		
Sylhet Division				
7	Borojan Chhara	DR & FM &WC	Step 4: Pre-Screening of Subproject	Step 5: FR
8	Koularashi	WC		
9	Forkanala	WC		
10	Kala Chhara	DR & FM &WC		

Source: SAPI team

Appendix Figure



U.E.: Upazila Engineer, U.P.: Upazila Parishad

▨ 1st Batch ▨ 2nd Batch ▨ 3rd Batch ▨ 4th Batch

Source: SAPI team

Appendix Figure: Subproject Selection Schedule

Attachments

Attachment 1

Proceedings of Project Orientations

Small Scale Water Resources Development Project – Phase 2 (JICA-2) Proceedings of Orientation and Workshop

A. CENTRAL LEVEL

1. Introduction

The orientation and workshop was organized by the Small Scale Water Resources Development Project (SSWRDP) - Phase 2 (JICA-2) and supported by Special Assistance for Project Implementation (SAPI) Team assigned by JICA. Mr. Md. Mohsin, Additional Chief Engineer, Integrated Water Resources Management (IWRM) Unit, LGED, Mr. Md. Abul Bashar, Superintending Engineer, Planning and Design, LGED, Mr. Hitoshi Ara, Senior Representative JICA and Mr. Ryuichi Katsuki Representative JICA were present in the Workshop. The participants who attended the workshop included representative from the Agriculture Division of Planning Commission, Department of Agriculture Extension (DAE), Department of Cooperatives (DOC), Department of Environment (DOE), Water Resources & Planning Organization (WAPRO), Bangladesh Agricultural research Institute (BARI), Soil Resources Development Institute (SRDI), Department of Soil, Water and Environment of Dhaka University, Department of Water Resources Engineering (WRE) of Bangladesh University of Engineering and Technology (BUET), IWRM Unit, LGED and Participatory Small Scale Water Resources Sector Project (PSSWRSP). The list of participants is given in Annexure-A1. The program of the workshop is provided in Annexure-B1. The workshop was comprised of four sessions as follows.



2. Inaugural Session

Welcome Speech: Mr. Md. Abul Bashar, Superintending Engineer, Planning and Design, LGED welcomed the participants. He appreciated the goal and activities proposed under JICA-2. Mr. Bashar stressed on the importance of water resources development in Bangladesh with reference the success of SSWRDP-Phase 1 (JICA-1). He wished the workshop successful.

Speech by Senior Representative, JICA: Mr. Hitoshi Ara, stated that JICA funding to the phase 1 of SSWRDP completed in 2016. He acknowledged that JICA-1 has achieved its goal. During his address to workshop Mr. Hitoshi Ara told the participants that LGED as well as Government of Bangladesh ought to have appreciation for the accomplishments in the phase 1. JICA has decided to continue finance small scale water resources development and stepped forward to finance the second phase of the project. The preparation of the JICA-2 is on-going. A SAPI Team is currently assisting LGED in preparation of the JICA-2. Details of the JICA-2 will be discussed in this workshop. WMCA and

supporting departments have key roles in achieving project goals and outputs. This workshop provides opportunities to understand the concept of JICA-2 and accordingly contribute to the implementation. There will be some new introductions in this phase compared with JICA-1. However, WMCA responsibilities will be the same. Field level activities would be expanded in the coming phase. The contribution of the agencies supporting LGED in the implementation of the project would be very important.

Inaugural Speech: Mr. Md. Mohsin, Additional Chief Engineer, IWRM Unit, LGED briefly reviewed SSWRDPs activities in his inaugural speech. He recapitulated that LGED has implemented four SSWRDPs since mid 1990s. The surface water development is specialty of the projects. JICA-2 is a new project. It will cover 4 divisions in Bangladesh. Several new programs would be taken under the project including value chain development, solar energy supply, WMCA capability development on natural resources management, and microcredit operation for income generation activities (IGAs). He requested the participants of the workshop to share their knowledge and contribute to the implementation of JICA-2. .

3. Video Presentation

A video on JICA-1 activities and impacts and beneficiaries experience was presented during the tea break.

4. Technical Session

4.1 Presentation on Project Background

Mr. Gopal Krishna Debnath, Project Director, Project Management Unit, JICA-2, described the background of SSWRDP and presented the lessons learned during the implementation of JICA-1. He emphasized that the SSWRDP is implemented consistent with National Water Policy. He explained the goals of JICA-2, types of the subprojects constructed under this project, subproject implementation process, WMCA capacity development and women empowerment activities. The Project Director affirmed that the subprojects are handed over to the beneficiaries after construction and operation trial. Nevertheless, LGED continues to support through monitoring of subproject impacts on water use, socio-economic conditions and environment.

4.2 Project Concepts of JICA-2

Mr. Yojiro Sekiguchi, Team Leader, Project Operation Management, SAPI Team, explained the concept of JICA-2. The explanations included project approach, goals and objectives and composition. He described that the major objectives of the JICA-2 would be increase in agricultural and fisheries production, organizing and strengthening of WMCA for proper for operation and maintenance (O&M) of water management facilities, improvement of the efficiency of commodity flow and mobility of people within to and from command area in support to agribusiness, livelihood and domestic activities, development of viable WMCA for marketing of agricultural and fisheries products through appropriate training and multi-functional facilities, and modification or improvement of existing project management and monitoring and evaluation system. The project will cover 36% of Bangladesh in Dhaka, Mymensingh, Sylhet and Rangpur divisions. It will include 29 districts and 220 upazilas. Three types of subprojects will be implemented under the project. These are 145 new development subprojects, 90 additional development subprojects and 9 flagship subprojects. The Team Leader described the project management structure, operation guidelines and implementation schedule of JICA-2. The approach of JICA-2 for new development subprojects will be similar to that of JICA-1. JICA-2 will adopt the performance enhancement approach to the subprojects implemented under the JICA-1. In addition, JICA-2 will introduce the comprehensive development to support subprojects by rural infrastructure development and provision of equipment to be on synergistic effects. The Team Leader presented the conceptual diagram describing subproject physical works for poverty reduction and food security. Demand driven concept and participatory approach will be the guiding principle for the sustainability of the assistance, he said. Water resources management facilities, rural roads, local markets and multi-function facilities will be developed with capacity building training to WMCA. The Team Leader also presented the summary of logical framework, composition, scope and management of JICA-2. Ms. Natsuna Matsuura, Institutional development/Agri-business Development Specialist, assisted Team Leader in his presentation.

4.3 Implementing Procedure of JICA-2

Development process of subprojects, which will be constructed under the JICA-2, was explained by Mr. Md. Moshir Rahman, SAPI Team member. The comparison of the process between JICA-1 and

JICA-2 was indicated in the presentation. The major improvements he explained include formation of action committee by the local people following the subproject identification, subproject reconnaissance by local consultants at regional level, detail subproject feasibility with PRA by private farm, subproject validation by project consultants, and subproject design by separate farm. These improvements would reduce subproject implementation period by 6 to 16 months suggested by the SAPI team member.

5. Questions and Answers Session

Department of Cooperatives (DOC): Mr. Mrinal Kanti Biswas, Deputy Registrar suggested that the number of WMCA Organizing Committee members should be limited within 6 to 12. Sometimes WMCA insists DOC for registration with 20 members committee presumably for political reason. The WMCA Organizing Committee should not be formed with an outsized number of members. The project management needs to monitor it. Upazila and Union Parishads chairman and members could contest for a position in WMCA Organizing Committee or Management Committee. The Deputy Registrar informed that a cooperative is required to develop a capital of Taka 3,000 for registration with DOC. According to the cooperative law this fund can be developed by collecting membership fees from 300 members at the rate of Taka 10 each. He requested for providing logistic support to facilitate monitoring of WMCAs by DOC.

Department of Agricultural Extension (DAE): Dr. M Shahab Uddin, Additional Director, Planning and ICT Wing appreciated the project objectives - increase of agricultural production and income generation activities in particular. He called attention to consider climate change impacts in project implementation. He suggested for organizing field training on new farming technology for subproject beneficiaries. Training courses should cover integrated crop management or ICM, post-harvest technology and food processing and preservation. He also suggested for improvement of marketing facility. Tahmina Begum, Additional Director and Project Director Blue Gold (DAE Component) asserted DAE support to the JICA-2. She described that DAE extension personnel coordinate field level trainings. From her experience in various projects including those implemented by LGED and Bangladesh Water Development Board (BWDB) she suggested for integrated efforts by all supporting departments in the implementation of JICA-2. The Additional Director appreciated the marketing facility development plan in the project. She assured that DAE would work with WMCA and support subproject farmers beneficiaries. Formation of farmers group would be advantageous to work with them suggested by her. Dr. A K M Shameem Alam, Project Director, FSCTT Program of DAE reaffirmed that DAE has adequate manpower to support the farmer trainings.

Planning Commission: Azizun Nahar, Deputy Chief, Agriculture Division commended contribution of LGED to the local level development. She recognized that local people participation in the identification, design, implementation and O&M of subprojects constructed by LGED under SSWRDP promote beneficiary ownership of completed infrastructure. The Deputy Chief remarked that the JICA-2 covers four divisions – Dhaka, Mymensingh, Sylhet and Rangpur. With reference to this she suggested that in phase 2, JICA should have considered to covering Chittagong division which include Noakkhali and Lakshmipur districts in the southern part of the country. The southern part has huge potential for further agricultural development. The JICA-1 has generated employment opportunity for 3.3 millions person days and enhanced household incomes in the rural areas. Long term sustainability of these improvements, particularly women’s activity needs to be ensured. Flagship development type subprojects will be very important, particularly for rural market development. She pointed to the land acquisition, which would be an important part of implementation but involves a lengthy process. On the other hand, project implementation period is fixed. This should be taken into consideration. Assessment criteria to select 90 subprojects for additional development among 242 completed subprojects should be decided. Strong collaboration and coordination between DAE, DOC, DOF and other supporting department and institutes will be required for the development of training modules. The Deputy Chief also suggested for review the necessity of awareness campaign. The subproject proposal should be prepared carefully. Subproject proposals assessment will be very crucial, she implicated.

Bangladesh Agricultural Research Institute (BARI): Dr. Md. Anower Hossain, Senior Scientific Officer, highlighted that water is vital input for agricultural production. Water saving technology could be introduced in the subproject areas. WMCA members could be provided with new farm machineries. He suggested for signing of Memorandum of Understanding (MOU) between LGED and BARI to facilitate adoption of new farming technology by the subproject farmers.

Bangladesh University of Engineering and Technology (BUET): Dr. K. M. Ahtesham Hossain, Assistant Professor, Water Resource Engineering (WRE) suggested for consideration of erosion control in designing embankment and canal re-excavation works. He also suggested for crop diversification to reduce irrigation water requirement and introduction of health care and family planning programs in the subprojects areas.

University of Dhaka: Dr. Mohammed Enayet Hossain, Assistant Professor, Department of Soil, Water and Environment enquired if there any plan proposed for cold storage development under JICA-2.

Participatory Small Scale Water Resources Sector Project (PSSWRSP), LGED: Mr. Momtaz Haider, senior Socio-Economist suggested for compensation of poor people if affected for acquisition of khash (public) land. He also suggested for receiving DOC support in the formation of Action Committee in the subproject area for subproject identification. Providing of general facilitator could be considered to support subproject people in institutional development and management in subprojects areas, suggested by him.

Water Resources Planning Organization (WARPO): Mr. Arif Abedin, Scientific Officer suggested for more participation by Ministry of Water Resources including Bangladesh Water Development Board (BWDB). Review of National Water Policy, Water Act and other document will be useful for developing programs. Surface water resources development plan, program on conjunctive use of surface and ground water and women participation were cited as examples by him. He suggested for monitoring of WMCAs according to the Guidelines for Participatory Water Management (GPWM).

Project Director, SSWRDP (JICA-2): With reference to the views and comments by the participants Mr. Gopal Krishna Debnath explained that the Chittagong division was excluded for security reason. Flagship and additional development type subprojects will be selected in consideration of WMCA performances. The JICA-2 will give priority on agri-business development and adoption of post-harvest technology in the subprojects areas. DAE supports with training of WMCA members will be very important. Market development will facilitate joint selling of agricultural produces by WMCA members as well as reduce transportation cost. Project Director explained that access to land and land acquisition would be an important part of implementation of the project. Local government would assist LGED field officials in acquiring land. In subprojects, where land acquisition would be required, land acquisition plan will be prepared with WMCA and beneficiaries supports. Project Director thanked the participants from various departments for assuring supports to the implementation of JICA-2. He thanked for suggesting health care and family planning programs in the subprojects areas. He told that project has no plan for cold storage development at present. Project Director assured that steep slope is avoided in embankment construction and canal re-excavation. He reassured that SSWRDP is designed consistent with national strategies and plans including the National Water Policy 1999, National Water Management Plan 2000 and Water Act 2013. He appreciated DOC, DAE, DOF and other departments and institute for their supports in implementation of JICA-1 and anticipated their continuous supports for JICA-2.

6. Closing speech

In his closing speech Mr. Md. Mohsin, Additional Chief Engineer, Integrated Water Resources Management (IWRM) Unit, LGED thanked the participants for sharing their experiences and providing valuable suggestions and recommendations. He stated that multi-stakeholders are involved in the implementation of SSWRDP by LGED. The supports provided by DOC, DAE, DOD, DOE and other departments and institute are crucial for the project. In strengthening the supports with regard to adoption of new approaches and improved technologies the MOUs between LGED and these organizations can be updated. The Project Director would take appropriate step for this. An MOU can be signed between LGED and BARI to update subproject farmers on farming technologies with the development of water resource and improvement of management of this resource. He reiterated that LGED is a highly decentralized department with more than 90% of staff at field levels. LGED has wide experience on water sector. It has introduced rubber dam technology in early 1990s. The success of rubber dam technology increased LGED's confident for implementation of SSWRDP as mandated by the National Water Policy. LGED has now established itself as an agency capable of developing the skills required to manage the implementation of stakeholder-driven water management projects. LGED will implement the second phase of SSWRDP financed by JICA. JICA has shown interest to finance the second phase for the target achieved in the first phase. He expressed his gratitude to the JICA for the assistance. He hoped that JICA would consider for expanding support in implementation of SSWRDP in the entire country. Finally, he told, "I sincerely believe that this workshop has fulfilled its purpose and contribute to strengthening your cooperation to implementation of JICA-2".

B. FIELD LEVEL

The field level orientation and workshop was organized at the following five regions in the JICA-2 project area.

1. Mymensingh Region

The participants of the field level orientation and workshop in Mymensingh region included LGED district Executive Engineers, Assistant Engineer (Water) and Sociologist and Upazila Engineers in five districts within the region, Deputy Director of Department of Agricultural Extension (DAE), District Cooperative Officer of Department of Cooperatives (DOC) and Assistant Director of Department of Fisheries (DOF) at Mymensingh district. The list of participants is provided in Annex-A2.



Mr. Abul Hasan, Superintending Engineer, LGED Regional Office, Mymensingh inaugurated the workshop. Mr. Mahedi Hasan, Deputy Program Officer, JICA in his brief speech highlighted the impact of small scale water resources development and importance of participatory water management. . The program of the workshop is provided in Annexure-B2.

Following the presentation by the Project Director, JICA-2 on project background, Mr. Yojiro Sekiguchi, Team Leader, SAPI Team, explained the concept of JICA-2. Ms. Natsuna Matsuura, Institutional development/Agri-business Development Specialist, assisted him in the presentation. Mr. Moshir Rahman and Q. R. Islam, SAPI Team members explained the subproject development process, and preparation of proposal for additional development type, flagship development type and new development type subprojects. Md. Abdul Wahed, District Cooperative Officer, DOC, Mr. Md, Abdul Mazed, Deputy Director, DAE and Ms. Hasina Akhter, Assistant Director, DFO thanked LGED for organizing the workshop and inviting them for participation. They appreciated LGED for the JICA-2 planning and thanked JICA for financing. They also assured field level supports to LGED in subproject development and technical support to WMCAs for maximizing subprojects benefits. District Cooperative Officer expressed interest to help in preparation of subproject proposals. He also assured to organize training course for WMCA members on institutional, account and credit management under DOC revenue budget.

Project Director, JICA-2 thanked the participants for their suggestion and assurances, particularly the training by DOC. Mr. Md. Abdur Rouf, Deputy Project Director, JICA-2 concluded the workshop with appealing to LGED district Executive Engineers and Upazila Engineers for coordination with Northern Bangladesh Integrated Development Project (NOBIDEP) and SSWRDP in the subprojects developments.

2. Sylhet Region

Mr. Sk. Md. Mohsin, Superintending Engineer, Sylhet Region, LGED welcomed the participants of the workshop. Mr. Md. Ismail Hossain, Additional Chief Engineer, Sylhet Division, LGED inaugurated the workshop. Mr. Ryuichi Katsuki, Program Advisor for Agricultural and Rural Development, JICA appreciated LGED for addressing water management issues in rural areas. He told that JICA has been continuously supporting water resources development for nearly a decade. JICA has provided fund to expand the SSWRDP activities taking lesson from the JICA-1 activities. Mr. Katsuki believed that the participants of workshop could contribute to achieve the project goals. He concluded his address wishing the success of the workshop.



Project Director, SSWRDP (JICA-2) described project background. Mr. Yojiro Sekiguchi, Team Leader, SAPI Team, explained the JICA-2 concept. He was assisted by Ms. Natsuna Matsuura, Institutional development/Agri-business Development Specialist, assisted him in the presentation. Mr. Moshir Rahman and Q. R. Islam, SAPI Team members explained the subproject development process, and preparation of proposal for additional development type, flagship development type and new development type subprojects.

Mr. Md. Altabur Rahman, Additional Director, Zonal Office, DAE, Mr. Md. Moshrraf Hossian, Deputy Director, DOF, and Mr. Md. Khairuzzaman, Joint Registrar, Divisional Cooperative Office, Sylhet participated in the discussion session. The comments and suggestions they provided include review of information for precise identification of subproject without compromise with any pressure. DAE will cooperate to motivate farmers for the use of new farming technologies. DOC will supply information to LGED to increase project benefit and support in strengthening WMCAs with training of new management committee members. DOF will provide technical assistance to training on fisheries, aqua-farming and fingerlings supply in subprojects areas in Sylhet Division. They appreciated for organizing the workshop, which would help in understanding the subproject development process and resolve any issue if arise during the construction period.



Mr. Ryuichi Katsuki, Program Advisor, JICA and SAPI Team Members visited Binna Kandi Subproject constructed under JICA-2 in Gowainghat Upazila of Sylhet district. Deputy Project Director, JICA-2 and District Executive Engineer and Sociologist, LGED accompanied them. In a meeting at WMCA office the subproject beneficiaries shared their experiences on the benefit of water conservation for the construction of a retention structure on Binna Chhara which increased water availability for irrigation. This has helped farmers to expand crop plantation area. WMCA members increased to 383

including 100 females. They proposed for construction of irrigation canal to extend irrigated area on highlands. WMCA was reported to have spent O&M for the repairing of embankment. Fund is required for de-silting khal beds. They received training on agriculture, seed and vegetable production and fisheries. The trainings helped them more vegetable cultivation and fingerlings nursery. Women members produce crop seeds. In response to the query by SAPI Team Leader about the issue in acquiring land for constructing irrigation canal on cultivated which may create conflict they local people affirmed their supports. The reiterated that there would be no opposition, the proposal will be reviewed in WMCA meeting for approval and forwarded with resolution. If necessary, agreements between the landowners will be submitted.

3. Dhaka Region

Md. Abdul Wahab, Executive Engineer, LGED Regional Office, Dhaka welcomed the participants of the workshop. Mr. Md. Abdur Rouf, Deputy Project Director, JICA-2, explained the objectives of the workshop. He stressed the role of supporting agencies in capability development of Water Management Cooperative Association (WMCA) for sustainable management of water resources in subprojects constructed under SSWRDP. Md. Ruhul Amin, Joint Director, DCO appreciated the LGED for organizing the workshop. Mr. Gopal Krishna Debnath, Project Director, JICA-2 presented the background of JICA-2. His presentation included water resources development needs and benefit of water of water resources development for the implementation of JICA-1. He emphasized on supports provided by DOC, DAE, DOF and other organizations and invited their suggestions for the implementation of the next phase. Mr. Shingo Matsuoka, Deputy Team Leader, Water Resource and Rural Infrastructure Development, SAPI Team, explained the concept of JICA-2. Ms. Natsuna Matsuura, Institutional development/Agri-business Development Specialist, assisted him. Mr. Md. Moshir Rahman and Q. R. Islam, SAPI Team members explained the subproject development process, and preparation of new development type subproject proposal.



In the discussion session, Dr. Abdul Mueeed, Additional Director, DAE suggested to consider impacts of climate change in the preparation of subproject. According to him, participation of Upazila Agriculture Officers (UAOs) in the workshop could be useful for subproject identification. He assured that DAE will continue to support with agricultural extension services and input supply in the subprojects under JICA-2. Hasan Ahmed Choudhury, Deputy Director, DFO, thanked JICA for the continuing support to small scale water resources development. He suggested for strong coordination between different stakeholders to avoid conflict in water resources utilization. He recommended for the development of marketing facilities in the subprojects areas and giving attention to fish diversity in the implementation of JICA-2. He also added that combined efforts of the supporting departments will be important to achieve the project objectives. Md. Reazul Kabir, Deputy Registrar, DOC described his experience of working with WMCAs in subprojects constructed under the JICA-1. He stressed on the importance of identification of subprojects with thorough assessment of local people needs and in

consideration of favorable social environment for the anticipated benefit by the construction of subprojects. According to him, DOC activities in the subprojects areas mainly involve legal framework without which acquiring of benefit by the local people is not possible. On the other hand, local people are not much interested about legal framework. This requires strong field level coordination between LGED and DOC. DOC has established a cell to support LGED in the implementation of SSWRDP. He thanked LGED for providing assistance and logistic support in establishing and operation of the cell. Executive Engineers and Upazila Engineers participated in the discussion. In their discussion it was identified that there are changes in the land use patterns in the country. This would be required to consider in subproject identification. In the concluding session, Mr. Md. Khalilur Rahman, Additional Chief Engineer, Dhaka Division, LGED briefly described the small scale water resources development activities and programs. He thanked the participants for attending the workshop.

4. Rangpur Region

Mr. Monowarul Islam, Superintending Engineer, Rangpur Region, LGED welcomed the participants of the workshop. The workshop was inaugurated by Mr. Azizul Islam, Additional Chief Engineer, Rangpur Division, LGED. Mr. Mehdi Hasan, Deputy Program Officer JICA stressed on the importance of small scale water resource in Bangladesh and JICA support to the development to this resource.



Project Director, JICA-2 presented the project background. It was followed by the presentation by the Mr. Shingo Matsuoka, Deputy Team Leader, SAPI, on the explanation of JICA-2 concept, and the explanation on the subproject development process, and preparation of proposal for new development type subprojects by Mr. Moshir Rahman and Q. R. Islam, SAPI Team members. Ms. Natsuna Matsuura, Institutional development/Agri-business Development Specialist, assisted in the presentation and explanation.

The participants from DOC, DAE and DOF provided suggestions and recommendations to take into consideration in the preparation of JICA-2. Mr. Gopal Krisna Debnath suggested the Upazila and Executive engineer if at all possible to stay away from land acquisition which in most cases delay subproject construction. The khal and structure sites are usually on khash or public lands. Accordingly, subprojects construction may not require land acquisition. Mr. Md. Abdur Rouf, Deputy Project Director, pronounced that the SSWRD projects usually have resettlement plan. However, it is a complicated task. As a result resettlement is discouraged. He requested field level monitoring of PRA and feasibility study of the subprojects. In responses to a query by a participant, the Deputy Director responded that the project will provided contingency fund to LGED upazila office for the logistical purposes. Mr. Md. Shah Alam, Additional Director, Zonal Office, DAE, Rangpur described the issues related to water management in crop production. These include irrigation water shortage on highlands and poor drainage in lowlands. He supported marketing development to encourage farmers for the

production of perishable crops and increase farmers' incomes. Mr. Ajay Kumar Saha, Joint Registrar, Divisional Cooperative Office, Rangpur stressed on the coordination between LGED and DOC to ensure maintenance of accounts records and regular auditing of WMCA accounts. He suggested for marketing of subproject agricultural produces by WMCA to prevent middlemen involvement. Dr. Md. Zillur Rahman, District Fisheries Officer, Rangpur suggested for designing fish friendly water control structure and establishment of fish sanctuary in subprojects areas. In the concluding session, Deputy Project Director, JICA-2 thanked the participants for sharing their experience and providing recommendations. He anticipated that the workshop findings will help to achieve the project goal.

5. Faridpur Region

Mr. Qumruzzaman Bhuyian, Executive Engineer, Faridpur District, LGED welcomed the participants of the workshop. The workshop was inaugurated by Mr. Abdus Kuddus Mandal, Superintending Engineer, Faridpur Region LGED. He thanked for organizing the regional level workshop to share information on the project implementation activities and achievements. Project Director, JICA-2 described project background. Mr. Shingo Matsuoka, Deputy Team Leader, SAPI, explained the JICA-2 concept. Mr. Moshir Rahman and Q. R. Islam, SAPI team explained the subproject development process, and preparation of proposal for additional development type, flagship development type and new development type subprojects.



In the discussion session Project Director solicited comments from the workshop participants. He told that the views and suggestions by the participants would be valuable in the preparation of the JICA-2 project. The project guidelines will be prepared in consideration of the recommendations of the participants. In response to his request, Mr. Kartik Candra Chakraborty, Deputy Director, Horticultural centre, DAE, Faridpur focused on the water resources management issues in the Faridpur region. He identified that inadequate irrigation water supply and poor drainage restrict crop production. He also thanked for the consideration of adverse environmental impacts and climate change in the preparation of project. Mr. Kingkar Chandra Das, Additional Director, Zonal Office, Faridpur, DAE proposed for irrigation development and improvement of marketing facility to support agricultural development in the region. Project Director assured the participants that social impact assessment, initial environmental examination (IEE) and environmental management plan (EMP) are carried out in the subprojects construction. Mr. Md. Akhirul Alam, District Cooperatives Officer, DOC identified some issues from his experience of WMCAs monitoring. He suggested for strong coordination between LGED and Doc in resolving the issues. He stressed on the development of cooperative marketing consortium to support farmers for increased profit from agricultural production. Ms. Shila Roy, Upazila Fisheries Officer (UFO) of DFO suggested for the formation of fisheries group at the beginning of subproject construction. She informed that the registered fishers holding card are entitled to lease water body for fisheries. Upazila administration, LGED Nirbahi officer, Upazila Engineer and Upazila Fisheries officer can help WMCA for leasing water body to fishers within a subproject area.

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The Deputy Project Director, JICA-2 concluded the workshop. He thanked the participants with the request to continue support with their valuable experience for small scale water resource development to increase agriculture and fisheries production and improvement of socio-economic condition in the subprojects areas. .

Annexure-A1

Central level Orientation and Workshop at LGED Bhaban Dhaka






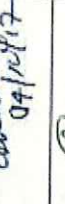
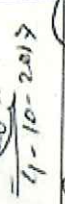
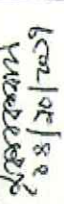

List of participants






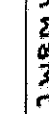






Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)








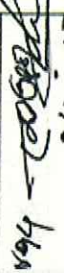


Venue : LGED Headquarter (Level-4), Date: 4 October, 2017

Attendance

Sl.	Name	Organization and Designation	Mobile No.	E-mail	Signature
1.	Md. Abul Ghafoor	SE, IORMD (ARD)			
2.	Tahmina Begum	Additional Director 2 Project Director, Blue Gold (DAE)			 mil.com 04.10.2017
3.	AZIZUN NAHAR	Deputy Chief, Agriculture Division, Planning Commission			 17.10.2017
4.	Dr. Mohammad Enayet Hossain	Assistant Professor, Dept. of Soil, Water & Environment University of Dhaka			 MEBSS@u 17/10/17
5.	Dr. Md. Akhter Hossain Khan	Professor Dept. of Soil, Water and Environm University of Dhaka			 Akhter 04/10/17
6.	Dr. AKM Shameem Alam	Dept. of Agricultural Extension Project Director, FSCTT Proj.			 11-10-2017
7.	Mrinal Kanti Biswas	Deputy Registrar Dept. of Cooperatives			 08/10/2017
8.	MD Abul Kalam Azad	Join Registrar Department of Co-operatives			 04.10.17
9.	MD. Ghulam Khalil	Executive Engineer PSSWRSP -			





Sl.	Name	Organization and Designation	Mobile No.	E-mail	Signature
10.	MD. SANIUL HAQUE	DPD, HFMLIP, LGED			 04.10.17
11.	Dr. K. M. Akteshann Hossain	Asst. Prof., Dept. of WRE, BUET			
12.	MD. SOHAB HOSSAIN KHAN	PSSWRSP, LGED Sr. Agriculturist			
13.	M. Momtaz Hader	Sr. Socio-Economist PSEWRSP, LGED, Dhaka			
14.	Sanku Chandra Sutradhar	Sr. Agriculturist, PSSWRSP, LGED, Dhaka			
15.	MD. ABUL KASEM MUNSHY	SOCIOLOGIST, IWRMU, UGED, HG.			 04/10/2017
16.	MD. ARIF ABEDIN	WARPO, Scientific Officer			
17.	AKM KHUSRUL AMIN	WARPO Senior Subic Officer			
18.	Dr. M. Shahab Uddin	DAE Additional Director Planning & ICT wing			
19.	MD. TAHERUL ISLAM.	DAE Deputy Director, Training wing.			
20.	MD. AHSAN UZZAMAN	HFMLIP, LGED Sr. Assistant Engr.			
21.	MD. LATIF HOSEN	Sr. AE, IWRM Unit, LGED			

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22.	Ujjal Tripathy	Sr. AE, PSSVRS P			
23.	Md. Ayub Ali Khan	CR I, Manager Research & Commercialization Soil Resource Development Institute, SSO			Ayub
24.	MD. Babul Hossain				
25.	Ameer Md. Zahid	SRDI SSO			
26.	Dr. Md. Anower Hossain	BARI, Senior Scientific Officer.			AH.
27.	Dr. Abada Khatoon	Chief Scientific Officer BARI, Gazipur			
28.	ESheta Sarkar	Sociologist officer			
29.	Tassiba Musabbir	Junior Chemist, DOE			
30.	Md. Shafiqul Islam	Assistant Engineer IWRM Unit, LGED			
31.	Md. Aminur Rahman	AEC (PED) IWRM Unit, LGED			1994 -  04.10.17.
32.	Md. Mahedi Hanon	Deputy Program Officer, JICA			
33.	Kazi Saiful Kabir	XEN (Env.) IWRM Unit LGED			

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34.	Md. Smail Sikder	Xen (DEM), INRM, LGED HfA.			(Smail Sikder) 8/10/17
35.	Buasi Regal Gila	SAPI Team member Institutional Development Specialist			[Signature]
36.	Md. Abdur Rouf	SSWRDP, LGED			R 4.10.17
37.	Md. Moshwir Rahman	SAPI Team WRE			[Signature]
38.	Masumud Natsuno	SAPI Team Institutional Support			[Signature]
39.	Yojiro Sekiguchi	SAPI Team Team Leader			(S)
40.	Shingo Matsumoto	SAPI Team, Deputy Team leader			[Signature]
41.	Gopad Krishna Deb Nath	LGED, PD			[Signature]
42.	Ryuichi Katsuki	JICA			[Signature]
43.	Moushumi Sulmin	SR. AE, SSWRDP, LGED			[Signature]
44.	Zinnat Mahjiba Chow	Sociologist SSWRDP, LGED			[Signature]
45.	Uttam Kumar Halder	Sociologist SSWRDP, LGED, HfA			[Signature] 04/10/17

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Sl. No.	Name	Organization and Designation	Mobile No.	E-mail	Signature
46	MST. Khadija Akter	Sociologist SSSWDP. LGED. H-e			
47	Md. Azharul Islam	AE LGED HQ			
48	Md. Mizanur Rahman Talukder	Assistant chief, Agricultural division Planning commission			
49	Smigolka Afsana	Associate Prof., BUET			
50					
51					
52					
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Field Level Orientation and Workshop at Mymensingh

List of participants


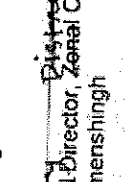

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Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant






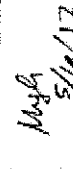

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
01.	Hossain Akhter	District Fisheries Officer, DFO, Mymensingh			 05.10.17
02.	Md. Abdul Mazed.	Deputy District Additional Director, Zonal Office, DAE, Mymensingh			
03.	Muhammad Waked	DCO Joint Registrar, Divisional Co-operatives Office, Mymensingh.			










Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant (Mymensingh)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
01.	Md. Mosharraf Hossain	XEN / Sr. AE, LGED, Mymensingh			
02.	Md. Azhar Hossain	AE (Water), LGED, Mymensingh			
03.	Md. Shammeem Hossain	Sociologist, LGED, Mymensingh			
		UZ Engineer, LGED, Mymensingh			
01.	Md. Anwarul Kabir	Upazila Engineer, LGED, Sadar			
02.	Syed Abdus Sabur	Upazila Engineer, LGED, Ishwarganj			
03.	Saleh Hossain Pramanik	Upazila Engineer, LGED, Phulpur			es. 05/10/17 
04.	Ashit Boxan Deb	Upazila Engineer, LGED, Muktagacha			Mys 5/10/17 




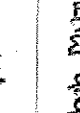
Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
05.	Mohammad Tofirul Hossain	Upazila Engineer, LGED, Galfargaon			
06.	Mr. Faruk Hossain	Upazila Engineer, LGED, Fulbaria			
07.	Mr. Syed Anwar	Upazila Engineer, LGED, Trishal			
08.	Mohammad Anayet Kabir	Upazila Engineer, LGED, Gouripur			
09.	Mohammad Shahinur Ferdoush	Upazila Engineer, LGED, Dhobaura			
10.	Mr. Habibur-Rahman	Upazila Engineer, LGED, Nandailj			
11.	Mr. Kabir uddin Shek	Upazila Engineer, LGED, Haluaghat			
12.	Faridul Islam	Upazila Engineer, LGED, Bhaluka			
13.	Mr. Akbar Ullah	Upazila Engineer, LGED, Tarakanda			

Local Government Engineering Department

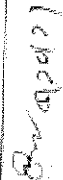






Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant (Kishorganj)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
01.		XEN/ Sr. AE, LGED, Kishorganj			
02.	Md. Ashaduzzaman	AE (Water), LGED, Kishorganj			
03.		Sociologist, LGED, Kishorganj			
		UZ Engineer, LGED, Kishorganj			
01.	Md. Abdul Jalil Mazin	Upazila Engineer, LGED, Sadar			
02.	Md. Abdur Rahman Mahin	Upazila Engineer, LGED, Nikil			
03.	Md. Matubos Mungled	Upazila Engineer, LGED, Ausagram			
04.		Upazila Engineer, LGED, Bajitpur			

Attachement 1: Proceedings of Project Orientations

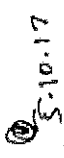




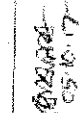
Sl	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
05.	M. A. Newar	Upazila Engineer, LGED, Bhairab			
06.	Mohammad Mizanur Rahman	Upazila Engineer, LGED, Kanimganj			
07.		Upazila Engineer, LGED, Katiadi			
08.	Md. Mohammad Islam	Upazila Engineer, LGED, Kuliarchar			
09.		Upazila Engineer, LGED, Pakundia			
10.	MR. RASHEED ALAM	Upazila Engineer, LGED, Itna			
11.	MD. RAFIQULE ISLAM	Upazila Engineer, LGED, Tarail			
12.	Muz. Md. Arifan Ali Chowdhury	Upazila Engineer, LGED, Mithamoin			
13.	A. Z. M. Rasidul Hasan	Upazila Engineer, LGED, Hossainpur			

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Venue : Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant (Sherpur)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
01.	MD. Mozahidul Islam	XEN/Sr. AE, LGED, Sherpur			 5-10-17
02.		AE (Water), LGED, Sherpur			
03.		Sociologist, LGED, Sherpur			
UZ Engr, LGED, Sherpur					
01.	MD. Imteaz Zahurul Haque	Upazila Engineer, LGED, Sadar			
02.	Bibhuti Mishra Paul	Upazila Engineer, LGED, Nakla			
03.	Abdullah-Al-Mamun	Upazila Engineer, LGED, Nalitabari			
04.	MD. Fayzul Haque	Upazila Engineer, LGED, Jhenaidagi			
05.	Sahangim Alam	Upazila Engineer, LGED, Sreebordi			 5-10-17






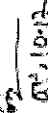
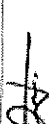

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant (Tangail)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
01.	Md. Delewan Hossain Mijanudeen	XEN/ Sr. AE, LGED, Tangail			
02.	Sajib Kumar Das	AE (Water), LGED, Tangail			
03.		Sociologist, LGED, Tangail			
UZ Engineer, LGED, Tangail					
01.	FATMA Nossatin	Upazila Engineer, LGED, Sadar			
02.	Ax. M Hossain Ullah	Upazila Engineer, LGED, Ghatail			
03.	MA. Humayun Kabir	Upazila Engineer, LGED, Dhanbari			
04.	Kazi Farid Rabbani	Upazila Engineer, LGED, Shakhupur			

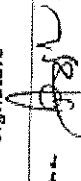






Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
05.	A.T.M. RAJIBUL ALAM	Upazila Engineer, LGED, Nagarpur			
06.	Md. Anwar Rahman	Upazila Engineer, LGED, Mirzapur			
07.	Md Joyntul Abedin	Upazila Engineer, LGED, Madhupur			
08.	MIR AFI SHAKIR	Upazila Engineer, LGED, Deiduar			
09.	MD. JABARUDDIN	Upazila Engineer, LGED, Gopalpur			
10.	MD. Kintu Mia	Upazila Engineer, LGED, Bhuapur			
11.	Md. Abdul Scottan	Upazila Engineer, LGED, Basail			
12.	Md. Fazlur Rahman	Upazila Engineer, LGED, Kailhati			

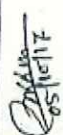





Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant (Netrokona)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
01.	Panish Chandra Das	XEN/Sr. AE, LGED, Netrokona			
02.	Md. Kabirul Islam	AE (Water), LGED, Netrokona			
03.	Md. Jahangir Alam.	Sociologist, LGED, Netrokona			
		UZ Engineer, LGED, Netrokona			
01.	Md. Anis ulah Khan	Upazila Engineer, LGED, Sadar			 05.10.17
02.	Ziaul Hasan Sajib	Upazila Engineer, LGED, Barhatta			 5/10/17
03.	Md. Momin-Or-Rashid	Upazila Engineer, LGED, Aipara			 05.10.17
04.	Md. Mahbub Hasan	Upazila Engineer, LGED, Mohanganj (SAE)			 05/10/17




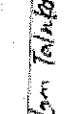


Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
05.	Md. Mahabubur Rahman Khan	Upazila Engineer, LGED, Khaliajuri			 05/10/17
06.	MD SHAHED HOSSAIN	Upazila Engineer, LGED, Madan			
07.	MD. ANWAR JAHAN	Upazila Engineer, LGED, Durgapur			
08.	MD. HAIDER ALI MIAH	Upazila Engineer, LGED, Kalmakanda			 05-10-2017.
09.	DIN MOHAMMAD	Upazila Engineer, LGED, Purbadhala			
10.	Md. Al Amin Sarkar	Upazila Engineer, LGED, Kendua			 5.10.17


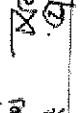

Local Government Engineering Department

Orientation and Workshop on SSRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Mymensingh, Date: 5 October, 2017

List of Participant (Jamalpur)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
01.	MD. Nazrul Islam	XEN/ Sr. AE, LGED, Jamalpur			
02.	MA. ABUUR RAHMAN	AE (Water), LGED, Jamalpur			
03.		Sociologist, LGED, Jamalpur			
UZ Engr, LGED, Jamalpur					
01.	MJ. Abul Mutalab	Upazila Engineer, LGED, Sadar			
02.	Mohammed Shafiqullah Khaniker	Upazila Engineer, LGED, Sanshaban			
03.	Mohammed Saadul Islam Talukder	Upazila Engineer, LGED, Melendah			
04.	MD. Mosazzaf Hossain	Upazila Engineer, LGED, Mardarganj			

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
05.	Muhammad Ashkan Ali	Upazila Engineer, LGED, Islampur			
06.	Mohammad Romzan Ali	Upazila Engineer, LGED, Bakshiganj			
07	Muhammad Ashraf	Upazila Engineer, LGED, Dewanganj			

Field Level Orientation and Workshop at Sylhet




List of participants

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Sylhet. Date: 7 October, 2017

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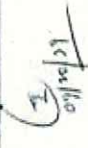

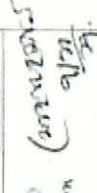
Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1	Mr. Akbarul Rahman	Additional Director, Zonal Office, DAE, Sylhet			
2	MD. MD SHARREF HOSSAIN	Deputy Director, DFO, Sylhet DOF			
3	MD. KHAIRUZZAMAN	Joint Registrar, Divisional Co-operatives Office, Sylhet			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Sylhet, Date: 7 October, 2017

List of Participant (Sylhet Region)







Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
1	Sk. Md. Mohsin	Superintending Engineer, Sylhet Region, LGED			 07.10.2017
2	A. S. M. Mohsin	Executive Engineer, Sylhet, LGED			 07/10/17
3	SUSHANTA RAJAN ROY	Executive Engineer Region, Sylhet, LGED			
4	Md. Habibur Rahman	Sr. Sociologist LGED, Sylhet			 07/10/17

Local Government Engineering Department









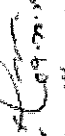
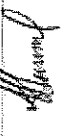
Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Sylhet, Date: 7 October, 2017

List of Participant (Sylhet)

Sl.	Name	Designation, Departments & District/Upazila	Mobile No.	E-mail	Signature
1	Md. Mahmudul Hasan	Executive Engineer/ Sr. AE, LGED, Sylhet			 02/10/17
2	Sik. Md. Medur Rahman	AE (Water), LGED, Sylhet			 02/10/17
3	Rahaf Akther	Sociologist, LGED, Sylhet			
UZ Engr. LGED, Sylhet					
1	Md. Saiful Bano	Upazila Engineer, LGED, Satar			 02/10/17
2	Md. Zahidul Islam	Upazila Engineer, LGED, Balaganj			 02/10/17
3	Amdadul Haque of SAE	Upazila Engineer, LGED, Beanibazar			

Attachement 1: Proceedings of Project Orientations



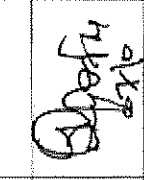

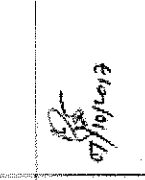
Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
4	Md. Mominul Islam BAE	Upazila Engineer, LGED, Biswanath			
5	MD. SHAH ALAM	Upazila Engineer, LGED, Companiganj			
6	Kamapada Das	Upazila Engineer, LGED, Fenchuganj			 07/10/2017
7	Md. Habibur Rahman	Upazila Engineer, LGED, Golegani			
8	Md. Fokirul Islam	Upazila Engineer, LGED, Gowainghat			 07/10/17
9	A.K.M. Reaz Mahmud	Upazila Engineer, LGED, Kanaighat			
10	Rashadha c. D. B.	Upazila Engineer, LGED, Zakiganj			 09/10/17
11	Ahsan Ahmad	Upazila Engineer, LGED, Dakshin Suma			
12	Md. Hossainur Rahman	Upazila Engineer, LGED, Jointapur			
13	Md. Md. Karim Hossain	Upazila Engineer, LGED, Osmaniganj			






Local Government Engineering Department

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Venue : Regional Training Center (RTC), Sylhet, Date: 7 October, 2017

List of Participant (Moulvibazar)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
1	MU. Faruq Ahmed	Executive Engineer / S/AE, LGED, Moulvibazar			
2	Md. Nazibul Islam SAE	SAE (Water), LGED, Moulvibazar			
3	A.K.M. ABU JAFUR MALLIK	Sociologist, LGED, Moulvibazar			
UZ Engr, LGED, Moulvibazar					
1	MR. ZANNA MEENDI HASAN	Upazila Engineer, LGED, Sadar			
2	KIRON CHANDRA DEBATH	Upazila Engineer, LGED, Kamalganj			






Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
3	Md. Abdul Matin	Upazila Engineer, LGED, Juri			
4	Babul Dindon Paul	Upazila Engineer, LGED, Barlekha			
5	Md. Harunoyan Kabir SAF	Upazila Engineer, LGED, Sreemangal			
6	Md. Jahangir Hossain	Upazila Engineer, LGED, Rajnagar			
7	Ma. Istiaq Hossain	Upazila Engineer, LGED, Kulaura			

Local Government Engineering Department






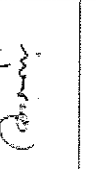


Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Sylhet, Date: 7 October, 2017

List of Participant (Sunamganj)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
1	Biplob Paul Harajat Sarker	Executive Engineer / Sr. AE, LGED, Sunamganj			 Biplob Paul
2	Elkhann Uddin	AE (Water), LGED, Sunamganj			 Elkhann
3	Md. Mizan Sarker	Sociologist, LGED, Sunamganj			 Mizan Sarker
UZ Engr, LGED, Sunamganj					
1	Md. Saowlat Hossain	Upazila Engineer, LGED, Sadar (SAE)			 Saowlat
2	Rajit Kumar Paul	Upazila Engineer, LGED, Doarabazar			 Rajit

Attachement 1: Proceedings of Project Orientations

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
3	Muhammad Robiul Jot Zaman	Upazila Engineer, LGED, Dakhin Sunamganj			
4	Muhammad Abdul Munson Akhbar	Upazila Engineer, LGED, Chataak			
5	M.A. Wadud	Upazila Engineer, LGED, Dharmapasha			
6	Md. Faizul Rahman Talukder	Upazila Engineer, LGED, Biswamvarpur			
7	Md. Anis Hossain Sub-Assistant Engineer	Upazila Engineer, LGED, Jagannathpur			
8	Shahid Karim Khan Upazila	Upazila Engineer, LGED, Jamalganj			
9		Upazila Engineer, LGED, Sulla			
10	Muhammad Atarajia Hossain	Upazila Engineer, LGED, Tahirpur			
11	Md. Effakher Hossain	Upazila Engineer, LGED, Derai			

Local Government Engineering Department







Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Sylhet, Date: 7 October, 2017

List of Participant (Habigonj)

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
1	<i>Biplob Paul</i>	Executive Engineer / Sr. AE, LGED, Habigonj			<i>B. Paul</i>
2		AE (Water), LGED, Habigonj			
3	<i>Md. Mohsin Miah</i>	Sociologist, LGED, Habigonj			<i>M. Miah</i>
UZ Engr, LGED, Habigonj					
1	<i>Md. Obaidul Bashar</i>	Upazila Engineer, LGED, Sadar			<i>O. Bashar</i>
2	<i>Md. AL-MUKTAR</i>	Upazila Engineer, LGED, Baniachong			<i>A. Muktar</i>

Attachement 1: Proceedings of Project Orientations

Sl.	Name	Designation, Department & District/Upazila	Mobile No.	E-mail	Signature
3	Md. Sayadon Mahr we navigar	Upazila Engineer, LGED, Nabiganj			
4	Ahmed Tajir Ullah Siddiqui	Upazila Engineer, LGED, Madhabpur			
5	Md. Jafar Rabal SAE, Lakhsai	Upazila Engineer, LGED, Lacai			
6	Md. Jamat Ullah	Upazila Engineer, LGED, Chunarughat			
7	Mb. Monirul Islam	Upazila Engineer, LGED, Bahubal			
8	Md. Speasul Ullah SAE	Upazila Engineer, LGED, Azmiriganj			

Field Level Orientation and Workshop at Dhaka



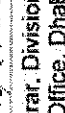
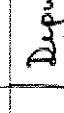
List of participants

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Dr. Md. ABDUL MUZEED	Additional Director, Zonal Office, DAE, Dhaka			 10-10-17
2.	Hasan Ahmed Chowdhury	Deputy Director, DFO, Dhaka Senior Asst. Director, Dhaka Division D.O. Matgon, Bhabor, Dhaka.			 10-10-17
3.	Md. Ruhul Amin	Joint Registrar, Divisional Co-operatives Office, Dhaka			
4.	Md. Reazul Kabir	Deputy Registrar (Advisory)			 10/10/17

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant (Dhaka)




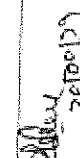


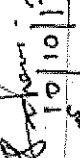

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Shekha Tajul Islam Tulin	Executive Engineer / Sr. AE, LGED, Dhaka			
2.	Khondaker Lutfoyya Alam Shahabir	Sociologist, LGED, Dhaka			
3.	MD. Binul Islam	AE (Water), LGED, Dhaka			
Upazila Engineer (UE), LGED, Dhaka					
4.	Dhirendra Ch. Deb Nath	Upazila Engineer, LGED, Savar			
5.	MD. SHAHJAHAN	Upazila Engineer, LGED, Nawabganj			
6.	MOHAMMAD SHAHJAHAN ALI	Upazila Engineer, LGED, Keraniganj			
7.	MD. Ismailul Islam	Upazila Engineer, LGED, Dohar			
8.	Mohammed Euseuf Hossain	Upazila Engineer, LGED, Dhamrai			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant Gazipur






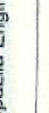
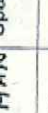
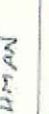


Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Md. Anwarul Gislam Khan	Executive Engineer / Sr. AE, LGED, Gazipur			
2.	Shohadat Hossain	Sociologist, LGED, Gazipur			
3.	Md. Salman Monad	AE (Water), LGED, Gazipur			
Upazila Engineer (UE), LGED, Gazipur					
4.	Md. Badrul Hossain	Upazila Engineer, LGED, Sadar			
5.	Ahmed Abdullah	Upazila Engineer, LGED, Kapasia			
6.	Md. Sujayet Hossain	Upazila Engineer, LGED, Sreepur			
7.	SALMAN RAHMAN RASEL	Upazila Engineer, LGED, Kaliakoir			
8.	KHALED. MD. FARHAD HOSSAIN	Upazila Engineer, LGED, Kaligang			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant Manikgonj

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	MD. ABDUL BAKH HOSSEIN	Executive Engineer / Sr AE, LGED, Manikgonj			
2.	ANGM. MONUF HOSSAIN	Sociologist, LGED, Manikgonj			
3.	MD. RAYHAN UDDIN PRAMATIKA	AE (Water), LGED, Manikgonj			
Upazila Engineer (UE), LGED, Manikgonj					
4.	MD. Zahidul Islam	Upazila Engineer, LGED, Sadar			
5.	MD. ABDUR RAZAK	Upazila Engineer, LGED, Singair			
6.	MD. MOKHLEASUR RAHMAN	Upazila Engineer, LGED, Harirampur			
7.	MD. SAJJAKUR RAHMAN	Upazila Engineer, LGED, Ghor			
8.	MD. ABDUL BAREK MONDAL	Upazila Engineer, LGED, Daulatpur			
9.	MD. ZIAUR RAHMAN	Upazila Engineer, LGED, Shivalaya			
10.	MD. Faizool Huj	Upazila Engineer, LGED, Salunia			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant Munshigonj






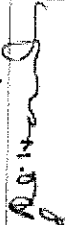


Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	MD. ABDUL AZIZ	Executive Engineer / Sr. AE, LGED, Munshigonj			<i>[Signature]</i> 10.10.17
2.	Md. Rokunuzzaman Khan	Sociologist, LGED, Munshigonj			<i>[Signature]</i> 10.10.17
3.	Hj Rabiul Hasan	AE (Water), LGED, Munshigonj			<i>[Signature]</i> 10.10.17
Upazila Engineer (UE), LGED, Munshigonj					
4.	Kenai Lal Pramanik	Upazila Engineer, LGED, Sadar			<i>[Signature]</i> 10.10.17
5.	MD ABDUL MANNAN	Upazila Engineer, LGED, Sreenagar			<i>[Signature]</i> 10.10.17
6.	SHAMIB BIN AQAD	Upazila Engineer, LGED, Sirajdikhan			<i>[Signature]</i> 10.10.17
7.	Md. Rabiul Islam	Upazila Engineer, LGED, Lauhajonj			<i>[Signature]</i> 10.10.17
8.	MD. ARZURUL HAQ	Upazila Engineer, LGED, Gazaria			<i>[Signature]</i> 10.10.17
9.	SADDAM HOSSAIN	Upazila Engineer, LGED, Tongibari			<i>[Signature]</i> 10.10.17

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant Narayangonj


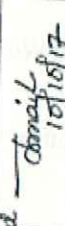

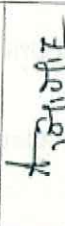
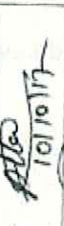




Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	A.K.M. Anisuzzaman	Executive Engineer / Sr. AE, LGED, Narayangonj			
2.	SALEH AHMED KHAN	Sociologist, LGED, Narayangonj			
3.	Ahmed Abu Zaid	AE (Water), LGED, Narayangonj			
Upazila Engineer (UE), LGED, Narayangonj					
4.	Sheikh Tareq Jaman	Upazila Engineer, LGED, Sadar			
5.	Md. Raeesullah	Upazila Engineer, LGED, Bandar			
6.	Md. Ali Haider Khan	Upazila Engineer, LGED, Sonargaon			
7.	Md. Ehsanul Hoque	Upazila Engineer, LGED, Rupganj			
8.	Md. Nasir Uddin	Upazila Engineer, LGED, Atrahazar			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Department of Cooperative (DOC), Dhaka, Date: 10 October, 2017

List of Participant Narsingdi

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Md Rayhan Shabbir	Executive Engineer / Sr. AE, LGED, Narsingdi			 10.10.2017
2.	Md. Ismail Patwary	Sociologist, LGED, Narsingdi			 10/10/17
3.	A.S.M. Saifur Islam	AE (Water), LGED, Narsingdi			 10/10/17
Upazila Engineer (UE), LGED, Narsingdi					
4.	Md. Anisur Rahman Mondal	Upazila Engineer, LGED, Sadar			 10/10/17
5.	Md. Abdul Satter	Upazila Engineer, LGED, Shibpur			 10/10/17
6.	TOPON KUMAR SANA	Upazila Engineer, LGED, Palash			 10/10/17
7.	Mohammad Bedrus Sarker	Upazila Engineer, LGED, Monohardi			 10/10/17
8.	Mir Mahidul Islam	Upazila Engineer, LGED, Belabo			 10/10/17
9.	Md. Sakti Alam Mich	Upazila Engineer, LGED, Raipura			 10/10/17

Field Level Orientation and Workshop at Rangpur




List of participants

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Rangpur. Date: 11 October, 2017

List of Participant


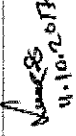



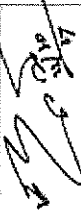


Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Md. Shah Alam	Additional Director, Zonal Office, DAE, Rangpur			
2.	Dst. Md. Zillur Rahman	Deputy Director/DFO, Rangpur			
3.	AJOY KUMAR SAHA	Joint Registrar, Divisional Co-operatives Office, Rangpur			

Local Government Engineering Department




Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant (Rangpur)

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	MD. AKHTER HUSSAIN	Executive Engineer / SA AE, LGED, Rangpur			 11.10.17
2.	MR. Abu Salek Khanaker	Sociologist, LGED, Rangpur			 11.10.17
3.	M. M. ALI Reza Raja	AE (Water), LGED, Rangpur			 11.10.17
Upazila Engineer (UE), LGED, Rangpur					
4.	MR. Rafiqul Islam	Upazila Engineer, LGED, Sadar			 11.10.17
5.	MR. SHAH ALAM MIAH	Upazila Engineer, LGED, Mithapukur			 11.10.17
6.	MR. NURUL ISLAM.	Upazila Engineer, LGED, Pirgacha			 11.10.17
7.	MR. MOSTAFAZ RAHMAN	Upazila Engineer, LGED, Pirganj			 11.10.17
8.	MR. AHMED HAIDER ZAMAN	Upazila Engineer, LGED, Taraganj			 11.10.17

Attachement 1: Proceedings of Project Orientations

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
9.	A2M ANSARI A2M ANSARI	Upazila Engineer, LGED, Gangachara			
10.	Mahmud Ahmed.	Upazila Engineer, LGED, Kaunia			
11.	MR. ABU TALEB SAMDANI	Upazila Engineer, LGED, Badarganj			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant Lalmonirhat

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	S.M. ZAKIUR RAHMAN	Executive Engineer / Sr. AE, LGED, Lalmonirhat			
2.	Md. Rafiqul Islam	Sociologist, LGED, Lalmonirhat			
3.	MD. YOUNUS ALI	AE (Water), LGED, Lalmonirhat			
Upazila Engineer (UE), LGED, Lalmonirhat					
4.	Md. Mostafiz Rahman	Upazila Engineer, LGED, Sadar			
5.	Md. Aminul Islam	Upazila Engineer, LGED, Hatibandha			
6.	Md. Nazim Hossain	Upazila Engineer, LGED, Paigram			
7.	Md. Parvez Nazim Khan	Upazila Engineer, LGED, Kaiganj			
8.	Md. Farzul Haque	Upazila Engineer, LGED, Aditmari			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant Nilphamari











Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	MD. BELAL HOSSAIN	Executive Engineer / Sr. AE. LGED, Nilphamari			
2.	Md. Shohabul Uddin Khan	Sociologist, LGED, Nilphamari			S. u. Khan
3.	Tasnim Ahmed Khadim	AE (Water), LGED, Nilphamari			Tasnim
Upazila Engineer (UE), LGED, Nilphamari					
4.	Md. Saiful Islam	Upazila Engineer, LGED, Sadar			
5.	Abu Mos. Zafiqul Afsan	Upazila Engineer, LGED, Sayedpur			
6.	MD. HARUN-OR-RASHID	Upazila Engineer, LGED, Jaldhaka			
7.	Abu Jafar Md. Saleh	Upazila Engineer, LGED, Dimla			
8.	S.M. Keramat Ali Nanna	Upazila Engineer, LGED, Kishoreganj			
9.	SHAN M. Obaidur Rahman	Upazila Engineer, LGED, Domar			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant Gaibandha








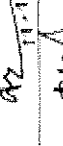

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	MD. MAKSUDUL ALAM	Executive Engineer / Sr. AE, LGED, Gaibandha			 11.10.17
2.	MD. MARUFUL ALAM	Sociologist, LGED, Gaibandha			
3.	Ap.M. Kamrul Hossain Rony	AE (Water), LGED, Gaibandha			 11.10.17
Upazila Engineer (UE), LGED, Gaibandha					
4.	MD. Abul Kalam Azad Mollah	Upazila Engineer, LGED, Sadar			 11.10.17
5.	Mohammad Afzal Mansur	Upazila Engineer, LGED, Sundarganj			
6.	MD. SABIUL ISLAM	Upazila Engineer, LGED, Saghata			 11.10.17
7.	M.N. Parvez Sabque (SAE)	Upazila Engineer, LGED, Fulchari			
8.	M. Mazharul Islam	Upazila Engineer, LGED, Sadullapur			
9.	H. Safer Ali	Upazila Engineer, LGED, Gobindaganj			
10.	Md. Anwar Hossain	Upazila Engineer, LGED, Palashbar			




Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Rangpur. Date: 11 October, 2017

List of Participant Kurigram

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Syed Abdul Asis.	Executive Engineer / Sr. AE, LGED, Kurigram			 11/10/2017
2.	A. N. M Zomih	Sociologist, LGED, Kurigram			
3.	Md. AL- Amin	AE (Water), LGED, Kurigram			 11/10/2017
Upazila Engineer (UE), LGED, Kurigram					
4.	MD. MOSHIUR RAHMAN	Upazila Engineer, LGED, Sadar			 11/10/17
5.	Md. Abdul Jabbar	Upazila Engineer, LGED, Rajibpur			
6.	Engr. Md. Entajur Rahman	Upazila Engineer, LGED, Bhurungaman			 11/10/17
7.	Ahmed Ali	Upazila Engineer, LGED, Chilman			 11/10/17
8.	AKM Anwarul Alam	Upazila Engineer, LGED, Rajarhat			 11/10/17
9.	Md. Badsha Alamgir	Upazila Engineer, LGED, Nageswan			

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
10.	Md. Abdul Kaiyum	Upazila Engineer, LGED, Rowshan			
11.	Md. Nurul Jalom	Upazila Engineer, LGED, Ulipur			
12.	Md. SHAMSUL AREFEEN KHAN	Upazila Engineer, LGED, Fulbari			

Local Government Engineering Department








Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant Dinaipur

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1	Md. Khaliqur Rahman	Executive Engineer / Sr. AE, LGED, Dinaipur			
2	Md. Shamful Hoque	Sociologist, LGED, Dinaipur			
3	Md. Naskuruni	AE (Water), LGED, Dinaipur			
Upazila Engineer (UE), LGED, Dinaipur					
4	Muht. Faruque Hassan	Upazila Engineer, LGED, Sadar			
5	NOOR NOBI KHAN	Upazila Engineer, LGED, Ghoraghat			
6	Md. Mahmud Jaman	Upazila Engineer, LGED, Birampur			
7	MD ABDUL SUDDUS	Upazila Engineer, LGED, Nawabganj			
8	Md. Zakir Rahman	Upazila Engineer, LGED, Birol			
9	Md. Fioz Hassan	Upazila Engineer, LGED, Birganj			

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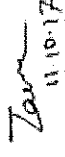





Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
10.	Md. Anwar Hossain	Upazila Engineer, LGED, Bochaganj			 11.10.17
11.	Firoj Ahmed	Upazila Engineer, LGED, Chirbandar			 11.10.17
12.	Sabin Kamar Sarkar	Upazila Engineer, LGED, Khanshama			 11.10.17
13.	MD. ABDUL MANNAN	Upazila Engineer, LGED, Kaharol			 11.10.17
14.	MD. Azizur Rahman	Upazila Engineer, LGED, Hakimpur			 11.10.17
15.	F.A.M. Raihanul Islam	Upazila Engineer, LGED, Parbatipur			 11.10.17
16.	M.A. Shohiduzzaman	Upazila Engineer, LGED, Fulbari			 11.10.17

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant Thakurgaon








Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1	KANTESWAR BARMAN	Executive Engineer / Sr. AE, LGED, Thakurgaon			 11.10.17
2	MR. S. K. Wahed	Sociologist, LGED, Thakurgaon			
3	Mohammed Taifur Nasir	AE (Water), LGED, Thakurgaon			 11.10.17
Upazila Engineer (UE), LGED, Thakurgaon					
4	Md. Nuruzzaman Sakdoh	Upazila Engineer, LGED, Sadar			 11.10.17
5	Md. Tarek Bin ISLAM	Upazila Engineer, LGED, Ranisankail			 11.10.17
6		Upazila Engineer, LGED, Bahadanga			 11.10.17
7	Md. Abdus Samad.	Upazila Engineer, LGED, Haripur			 11.10.17
8	MD. ISMAIL Hossain	Upazila Engineer, LGED, Prganj			 11.10.17

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue : Regional Training Center (RTC), Rangpur, Date: 11 October, 2017

List of Participant Panchagar

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Md. Maniruzzaman	Executive Engineer / Sr. AE, LGED, Panchagar			
2.	Md. Shahidur Rahman	Sociologist, LGED, Panchagar			
3.	Nd. Alamgir Hossain	AE (Water), LGED, Panchagar			
Upazila Engineer (UE), LGED, Thakurgaon Panchagar					
4.	Md. Maniruzzaman Md. Ataur Rahman	Upazila Engineer, LGED, Sadar			
5.	Md. Abdul Moloque Hossain	Upazila Engineer, LGED, Boda			
6.	Md. Samir Sarwar Fiaz	Upazila Engineer, LGED, Tetulia			
7.	Nd. Shamim Akhtar	Upazila Engineer, LGED, Debiganj			
8.	Arup Kumar Kundu	Upazila Engineer, LGED, Atwari			

Field Level Orientation and Workshop at Faridpur





List of participants

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Faridpur. Date: 15 October, 2017

List of Participant

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	KINKAR CHANDRA DAS.	Additional Director, Zonal Office, DAE, Faridpur			
2.	Shula Roy	Deputy Director, DFO, Faridpur			
3.	MD. AKHIL/L ALAM	Joint Registrar, Divisional Co-operative Office, Faridpur			
	Korbeck Chandra Chandra Borly	Deputy Director Horticulture Center DAE, Faridpur			



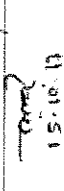

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Faridpur, Date: 15 October, 2017

List of Participant (Faridpur)

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Md. Awe Hossain Bhuiyan	Executive Engineer / Sr-AE, LGED, Faridpur			
2.	Mustaq Ahmed	Sociologist, LGED, Faridpur			 15.10.17
3.	Md. Nisad-02-Zaman	AE (Water), LGED, Faridpur			 15.10.17
Upazila Engineer (UE), LGED, Faridpur					
4.	K-M Faruk Hossain	Upazila Engineer, LGED, Sadar			
5.	Mt. Monirul Gislam	Upazila Engineer, LGED, Alfadanga			 15.10.17
6.	Md. Sanaul Haque	Upazila Engineer, LGED, Nagarkanda			 15/10/17
7.	Prodip Kr. Mitra	Upazila Engineer, LGED, Bhanga			
8.	Noor Mohammed Molla	Upazila Engineer, LGED, Charbhadrasan			






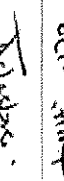
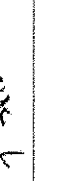
Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
9.	HJ. AKRAMUZZAMAN	Upazila Engineer, LGED, Boalmari			 15.10.17
10.	Syed Nizamuddin Ahmad	Upazila Engineer, LGED, Sadarpur			 15.10.17
11.	MA. Rafiqul Islam	Upazila Engineer, LGED, Madhukhali			 15.10.17
12.	MD. RAHAT ISLAM.	Upazila Engineer, LGED, Saliha			 15.10.17

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Faridpur, Date: 15 October, 2017

List of Participant Rajbari









Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Khan A. Shamsuddin	Executive Engineer / Sr-AE-LGED, Rajbari			
2.	MD. Tanviriz Khan	Sociologist, LGED, Rajbari			 15.10.17
3.		AE (Water), LGED, Rajbari			
Upazila Engineer (UE), LGED, Rajbari					
4.	Swapan Kumar Gaha	Upazila Engineer, LGED, Sadar			
5.	Md. Azeedul Islam	Upazila Engineer, LGED, Kalukhali			 15.10.17
6.	Md. Alamgir Barua	Upazila Engineer, LGED, Pangsha			 15.10.17
7.	Md. Shahidul Islam	Upazila Engineer, LGED, Goalanda			
8.	Soyal Kumari Dutta	Upazila Engineer, LGED, Ballakandi			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Faridpur. Date: 15 October, 2017

List of Participant Gopalgonj

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Md. Aktemuzzaman	Executive Engineer / St. AE, LGED, Gopalgonj			
2.	Habibul Islam Rahman	Sociologist, LGED, Gopalgonj			 15.10.17
3.	Md. Shohidul Alam	AE (Water), LGED, Gopalgonj			 15.10.17
Upazila Engineer (UE), LGED, Gopalgonj					
4.	Badal Chandra Khatun	Upazila Engineer, LGED, Sadar			
5.	Amitabha Sana	Upazila Engineer, LGED, Tungipara			
6.	Md. Habibul Islam Rahman	Upazila Engineer, LGED, Kasiani			
7.	Debashis Baskchi	Upazila Engineer, LGED, Kotwalipara			
8.	Md. Abdul Kalam	Upazila Engineer, LGED, Muksudpur			



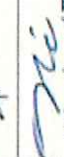

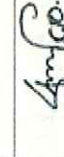




Gopalgonj.gov.bd

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Faridpur, Date: 15 October, 2017

List of Participant Shariatpur

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Sajjad Ahmed	Executive Engineer / Sr. AE, LGED, Shariatpur			
2.	Mir Rowanuzzaman	Sociologist, LGED, Shariatpur			
3.	Jamal Hossin	AE (Water), LGED, Shariatpur			 15-10-17
Upazila Engineer (UE), LGED, Shariatpur					
4.	A.F.M Fayyabun Raihan	Upazila Engineer, LGED, Sadar			
5.	A.T.M Akbarul Zaman	Upazila Engineer, LGED, Bhedarganj			
6.	S.M Hasan Ibra Mim	Upazila Engineer, LGED, Damuddya			
7.	Aka Ginda Roy	Upazila Engineer, LGED, Goshairhat			
8.	Bimalendu Sarkar	Upazila Engineer, LGED, Janjira			
9.	Abdur Rashid Mia	Upazila Engineer, LGED, Nania			

Local Government Engineering Department

Orientation and Workshop on SSWRDP (JICA Phase-2)

Venue: Regional Training Center (RTC), Faridpur. Date: 15 October, 2017

List of Participant Madaripur

Sl.	Name	Designation, District & Department	Mobile No.	E-mail	Signature
1.	Malay Kumar Chakraborty	Executive Engineer / Sr. AE, LGED, Madaripur			15/10/17
2.	Ashis Kanti Halder	Sociologist, LGED, Madaripur			15/10/17
3.		AE (Water), LGED, Madaripur			
Upazila Engineer (UE), LGED, Madaripur					
4.	Md. Mamun Byswas	Upazila Engineer, LGED, Sadar			15/10/17
5.	Ghazi Mahmudul Haque	Upazila Engineer, LGED, Rajoir			15/10/17
6.	Md. Jabal Hossain	Upazila Engineer, LGED, Shibchar			15/10/17
7.	Md. Shahjahan Forzaji	Upazila Engineer, LGED, Kalkini			15/10/17

Small Scale Water Resources Development Project - Phase 2 (JICA-2)

CENTRAL LEVEL ORIENTATION AND WORKSHOP

Date: 3 October 2017

Venue: LGED Conference Room, LGED Bhaban, Dhaka

Program

Time	Subject	Resource Personnel
9.30 – 10.00	Registration	Moushumi Sulmun Senior Assistant Engineer
Inaugural Session		
10.10-10.10	Welcome Speech	Mr. A. B. M. Bashar, Superintending Engineer, Planning and Design, LGED
10.10 – 10.25	Self introduction by the participants	
10.25 – 10.30	Speech by Special Guest	Mr. Hitoshi Ara Senior Representative, JICA
10.30 – 10.40	Inaugural Speech	Mr. Md. Mohsin, Additional Chief Engineer, IWRM Unit, LGED
Technical Session		
10.40 - 11.00	Project Background of SSWR (JICA-2)	Gopal Krishna Debnath, Project Director, JICA-2
11.10 – 11.30	Tea Break	
11.30 – 12.00	Explanation of Concepts and New development of Subprojects of JICA-2	Team Leader, Special Assistance for Project Implementation (SAPI) Team
12.00 – 13.00	Explanation of Implementing Procedures of JICA-2	Consultants, SAPI Team
13.00 – 14.00	Prayer and Lunch	
Discussion Session		
14.00 – 15.30	Question and Answer	Consultants, SAPI Team
Concluding Session		
15.30 – 15.40	Closing Speech	Mr. Md. Mohsin, Additional Chief Engineer, IWRM Unit, LGED
15.40	Closing	

Small Scale Water Resources Development Project - Phase 2 (JICA-2)**Field Level Orientation and Workshop at Mymensingh Region**

Date: 5 October 2017

Venue: Regional Office Conference Room, Mymensingh

Program

Time	Subject	Resource Personnel
09.00 – 09.30	Registration	
Inaugural Session		
09.30 - 09.35	Welcome Speech	Executive Engineer, Regional Office, LGED, Mymensingh
09.35 – 09.50	Self introduction by the participants	
9.50 – 09.55	Speech by Special Guest	Representative of JICA
09.55 – 10.05	Inaugural Speech	Superintending Engineer, LGED Regional Office, Mymensingh
10.05 – 10.15	Project Background of SSWR (JICA-2)	Gopal Krishna Debnath, Project Director, JICA-2
10.15 – 10.30	Tea Break	
Technical Session		
10.30 – 11.00	Explanation of Concepts and New development of Subprojects of JICA-2	Team Leader, Special Assistance for Project Implementation (SAPI) Team
11.00 – 12.00	Explanation of Implementing Procedures of JICA-2	Consultants, SAPI Team
12.00 – 13.00	Explanation of Preparation of Project Proposal for Additional Development Type	Consultants, SAPI Team
13.00 – 14.00	Prayer and Lunch	
14.00 – 15.00	Explanation of Preparation of Project Proposal for Flagship Development Type	Consultants, SAPI Team
15.00 – 15.30	Explanation of Preparation of Project Proposal for New Development Type	Consultants, SAPI Team
15.30 – 16.00	Coordination with Northern Bangladesh Integrated Development Project (NOBIDEP)	Project Director/Deputy Director, JICA – 2.
Discussion Session		
16.00 – 17.00	Question and Answer	Consultants, SAPI Team
Concluding Session		
17.00 – 17.10	Closing Speech	Deputy Director, JICA – 2
17.10	Closing	

Small Scale Water Resources Development Project - Phase 2 (JICA-2)

Field Level Orientation and Workshop at Sylhet Region

Date: 7 October 2017

Venue: LGED District Office Conference Room, Sylhet

Program

Time	Subject	Resource Personnel
12.30 – 13.00	Registration	
13.00 – 14.00	Prayer and Lunch	
Inaugural Session		
14.00 - 14.05	Welcome Speech	Superintending Engineer, Regional Office, LGED, Sylhet
14.05 – 14.20	Self introduction by the participants	
14.20 – 14.25	Speech by Special Guest	Representative of JICA
14.25 – 14.35	Inaugural Speech	Additional Chief Engineer, LGED, Sylhet Division
14.35 – 14.45	Project Background of SSWR (JICA-2)	Project Director, JICA-2
Technical Session		
14.45 – 15.15	Explanation of Concepts and New development of Subprojects of JICA-2	Team Leader, Special Assistance for Project Implementation (SAPI) Team
15.15– 16.00	Explanation of Implementing Procedures of JICA-2	Consultants, SAPI Team
16.00 – 17.00	Explanation of Preparation of Project Proposal for Additional Development Type	Consultants, SAPI Team
17.00 – 18.00	Explanation of Preparation of Project Proposal for Flagship Development Type	Consultants, SAPI Team
18.00 – 18.15	Prayer and Tea Break	
18.15 – 18.45	Explanation of Preparation of Project Proposal for New Development Type	Consultants, SAPI Team
Discussion Session		
18.45 – 19.45	Question and Answer	Consultants, SAPI Team
Concluding Session		
19.45 – 19.55	Closing Speech	Deputy Director, JICA – 2
19.55	Closing	

Small Scale Water Resources Development Project - Phase 2 (JICA-2)**Field Level Orientation and Workshop at Dhaka Region**

Date: 10 October 2017

Venue: Conference Room, Department of Cooperatives Building, Dhaka

Program

Time	Subject	Resource Personnel
09.00 – 09.30	Registration	
Inaugural Session		
09.30 - 09.35	Welcome Speech	Superintending Engineer, Regional Office, LGED, Dhaka
09.35 – 09.50	Self introduction by the participants	
9.50 – 09.55	Speech by Special Guest	Representative of JICA
09.55 – 10.05	Inaugural Speech	Additional Chief Engineer, Dhaka Division, LGED, Dhaka
10.05 – 10.15	Project Background of SSWR (JICA-2)	Project Director, JICA-2
10.15 – 10.30	Tea Break	
Technical Session		
10.30 – 11.00	Explanation of Concepts and New development of Subprojects of JICA-2	Team Leader, Special Assistance for Project Implementation (SAPI) Team
11.00 – 12.00	Explanation of Implementing Procedures of JICA-2	Consultants, SAPI Team
12.00 – 13.00	Explanation of Preparation of Project Proposal for Additional Development Type	Consultants, SAPI Team
13.00 – 14.00	Prayer and Lunch	
14.00 – 15.00	Explanation of Preparation of Project Proposal for Flagship Development Type	Consultants, SAPI Team
15.00 – 15.30	Explanation of Preparation of Project Proposal for New Development Type	Consultants, SAPI Team
Discussion Session		
15.30 – 16.30	Question and Answer	Consultants, SAPI Team
Concluding Session		
16.30 – 16.40	Closing Speech	Deputy Director, JICA – 2
17.10	Closing	

Small Scale Water Resources Development Project - Phase 2 (JICA-2)

Field Level Orientation and Workshop at Rangpur Region

Date: 11 October 2017

Venue: LGED District Office Conference Room, Rangpur

Program

Time	Subject	Resource Personnel
09.00 – 09.30	Registration	
Inaugural Session		
09.30 - 09.35	Welcome Speech	Superintending Engineer, Regional Office, LGED, Rangpur
09.35 – 09.50	Self introduction by the participants	
9.50 – 09.55	Speech by Special Guest	Representative of JICA
09.55 – 10.05	Inaugural Speech	Additional Chief Engineer, Rangpur Division, LGED
10.05 – 10.15	Project Background of SSWR (JICA-2)	Project Director, JICA-2
10.15 – 10.30	Tea Break	
Technical Session		
10.30 – 11.00	Explanation of Concepts and New development of Subprojects of JICA-2	Team Leader, Special Assistance for Project Implementation (SAPI) Team
11.00 – 12.00	Explanation of Implementing Procedures of JICA-2	Consultants, SAPI Team
12.00 – 13.00	Explanation of Preparation of Project Proposal for Additional Development Type	Consultants, SAPI Team
13.00 – 14.00	Prayer and Lunch	
14.00 – 14.30	Explanation of Preparation of Project Proposal for Flagship Development Type	Consultants, SAPI Team
14.30 – 15.00	Explanation of Preparation of Project Proposal for New Development Type	Consultants, SAPI Team
15.00 – 15.30	Coordination with Northern Bangladesh Integrated Development Project (NOBIDEP)	Project Director/Deputy Director, JICA – 2.
Discussion Session		
15.30 – 16.30	Question and Answer	Consultants, SAPI Team
Concluding Session		
16.30 – 14.40	Closing Speech	Deputy Director, JICA – 2
14.40	Closing	

Small Scale Water Resources Development Project - Phase 2 (JICA-2)**Field Level Orientation and Workshop at Faridpur Region**

Date: 15 October 2017

Venue: LGED District Office Conference Room, Faridpur

Program

Time	Subject	Resource Personnel
09.00 – 09.30	Registration	
Inaugural Session		
09.30 - 09.35	Welcome Speech	Executive Engineer, District I Office, LGED, Faridpur
09.35 – 09.50	Self introduction by the participants	
9.50 – 09.55	Speech by Special Guest	Representative of JICA
09.55 – 10.05	Inaugural Speech	Superintending Engineer, LGED Regional Office, Faridpur
10.05 – 10.15	Project Background of SSWR (JICA-2)	Project Director, JICA-2
10.15 – 10.30	Tea Break	
Technical Session		
10.30 – 11.00	Explanation of Concepts and New development of Subprojects of JICA-2	Team Leader, Special Assistance for Project Implementation (SAPI) Team
11.00 – 12.00	Explanation of Implementing Procedures of JICA-2	Consultants, SAPI Team
12.00 – 13.00	Explanation of Preparation of Project Proposal for Additional Development Type	Consultants, SAPI Team
13.00 – 14.00	Prayer and Lunch	
14.00 – 14.30	Explanation of Preparation of Project Proposal for Flagship Development Type	Consultants, SAPI Team
14.30 – 15.00	Explanation of Preparation of Project Proposal for New Development Type	Consultants, SAPI Team
Discussion Session		
15.00 – 15.30	Question and Answer	Consultants, SAPI Team
Concluding Session		
15.30 – 15.40	Closing Speech	Deputy Director, JICA – 2
15.40	Closing	

Attachment 2

Proceedings of 1st Pre-review Workshop

Small Scale Water Resources Development Project – Phase 2 (JICA-2)

Proceedings of 1st Pre-review Workshop

1. Introduction

The workshop on Review of Operational Guidelines was held on 2 November, 2017. It was organized by Special Assistance for Project Implementation (SAPI) Team assigned by JICA for Small Scale Water Resources Development Project – Phase 2 (JICA-2). Mr. A.K.M. Shahadat Hossain, Superintending Engineer (O&M), Integrated Water Resources Management (IWRM) Unit, LGED presided the workshop. The participants who attended the workshop included Mr. Gopal Krishna Debnath, Project Director, Mr. Md. Abdur Rouf Deputy Project Director and Mr. Md. Azharul Islam, Senior Assistant Engineer of JICA-2; Ms. Moushumi Sulmin, Senior Assistant Engineer, Mr. Mohammad Abul Kalam Azad, Senior Assistant Engineer, and Ms. Mst. Khadiza Akter, Ms. Zinnat Mohsin Chowdhury, Ms. Supria Vatta and Uttam Kumar Halder, Sociologists of Sustainable Small Scale Water Resources Development Project (SSSWRDP); Mr. Md. Shahidul Hoque, Senior Water Resources Management Specialist, JICA-LGED TA Project, Mr. Md. Aminur Rahman, Assistant Engineer (Planning & Design) and Mr. Abul Qushem Munshy, Sociologist, IWRMU Unit, LGED; and Mr. Yojiro Sekiguchi, Team Leader, Ms. Matsuura Natsuno, Institutional Expert, Ms. Mami Yonekawa, Gender Development Expert, Mr. Moshiur Rahman, Water Resources Engineer, Dr. Nurul Islam, Environmental Specialist, Ms. Anowara Begum, Gender and Development Specialist and Q. R. Islam, Institutional Development Specialist, SAPI Team.

2. Presentation

Mr. Yojiro Sekiguchi, Team Leader, SAPI Team, briefly explained about the objectives of the workshop. He described the background of Small Scale Water Resources Development Project – Phase 2 (JICA-2) and presented implementation procedure for new development type subproject under the Project. The presentation covered the implementation procedures in three stages and 23 steps of the subproject cycle. The Team Leader informed that the SAPI Team reviewed the subproject development process of JICA-1 for each stage of the subproject cycle in terms of implementation. The SAPI Team renamed the three stages of the subproject cycle as Pre-construction Stage, Construction Stage, and First Year Joint O&M instead of Identification & Feasibility Stage, Design and Institution Building Stage, and Construction and First Year O&M Stage in JICA-1. The number of steps reduced to 23 compared with 38 in JICA-1. The SAPI Team Leader assured that the subproject development process principally remained the same. In some cases two or more steps were combined into one. There would be no inconsistency in the subproject development process between JICA-2 and JICA-LGED TA Projects. The Team Leader suggested that this improvement would help better understand subproject development process, roles and responsibilities of stakeholders in subproject cycle and monitor the subproject implementation activities, institutional processes and related issues.

3. Discussion

- Following the presentation, the participants of the workshop joined in the discussion. Mr. A.K.M.

Shahadat Hossain, Superintending Engineer (O&M), IWRM Unit, LGED thanked SAPI Team for reviewing the subproject development process and proposed improvement. He invited comments from the participants.

- Mr. Md. Shahidul Hoque, Senior Water Resources Management Specialist, JICA-LGED TA Project proposed to name the Step 1 as Subproject Identification replacing Awareness Campaign. The awareness campaign could be a task under Step 1, he suggested.
- Mr. Abul Qushem Munshy, Sociologist, IWRMU Unit suggested for the consideration of village or para level meeting by WMCA.
- Mr. Md. Shahidul Hoque pointed out that village level meeting would not essential in consideration of size of the subproject area and number of villages covered by each subproject.
- The broad-based membership in the WMCAs has the advantages to form the basis for facilitating activities associated with subproject management, reported by Mr. Q. R. Islam, Institutional Development Specialist, SAPI Team. A number of subcommittees are formed by WMCA for different functions. The subcommittee members are consisting of individuals drawn from among the direct and non-direct beneficiaries as well as affected persons if there any from within the geographical boundary of a subproject. The members represent every village or para within the subproject and provide the potential for the committees in carrying out WMCA responsibilities and activities.
- Mr. Gopal Krishna Debnath, Project Director, PMU emphasized on the implementation procedure that would foster participation of the local people including beneficiaries and women in all stages of the subproject cycle, support WMCA to promote ownership of subproject infrastructure, and establish sustainable system for O&M.

4. Conclusion

Mr. A.K.M. Shahadat Hossain, Superintending Engineer (O&M), IWRM Unit, thanked the participants of the workshop for their contributions. He concluded that the proposed implementation procedure for new development agreed by the participation with a few adjustments as proposed in discussion. He reiterated the importance of local stakeholder participation throughout the subproject development process

Attachment 3

Proceedings of 2nd Pre-review Workshop

Small Scale Water Resources Development Project – Phase 2 (JICA-2)

Proceedings of 2nd Pre- review Workshop

1. INTRODUCTION

The pre-review workshop on operational guidelines was held on 28 November, 2017. Special Assistance for Project Implementation (SAPI) Team assigned by JICA for Small Scale Water Resources Development Project – Phase 2 (JICA-2) organized the workshop. Mr. Gopal Krishna Debnath, Project Director, JICA-2 chaired the workshop. The participants were Mr. Md. Abdur Rouf Deputy Project Director and Mr. Md. Azharul Islam, Senior Assistant Engineer, JICA-2; Mr. Mohammad Abul Kalam Azad, Sustainable Small Scale Water Resources Development Project (SSSWRDP); and Mr. Yojiro Sekiguchi, Team Leader, Ms. Matsuura Natsuno, Institutional Expert, Ms. Kohei Ozawa, Water Resource and Rural Infrastructure Expert, Mr. Moshur Rahman, Water Resources Engineer, Dr. Nurul Islam, Environmental Specialist, Ms. Anowara Begum, Gender and Development Specialist and Q. R. Islam, Institutional Development Specialist, SAPI Team.



2. Presentation

A. JICA-2 Gender Action Plan

Ms. Anowara Begum, Gender and Development Specialist, SAPI Team presented the JICA-2 Gender Action Plan. It was prepared in line with core areas of the LGED gender equity strategy, as she described. her presentation included responsibilities of JICA-2 PMU and indicators in each activity. The activities are 1. Policy adoption, 2. Institutional arrangement, 3. Data collection, monitoring and evaluation, infrastructure development, 5. Employment opportunity and working environment, 6. Training, 7. Participation, 8. Empowerment, and 9. Financing.

B. JICA-2 Operational Guidelines

Mr. Yojiro Sekiguchi, Team Leader, SAPI Team, presented Operational Guidelines, Volume I: Implementation Policy. The presentation covered purpose of the operational guidelines, JICA-2 project description, scope, implementation arrangement, procurement procedure and benefit monitoring and evaluation.

3. Discussion

- With reference to the presentation on JICA-2 Gender Development Action Plan, Mr. Gopal Krishna Debnath, Project Director suggested for more women involvement in subproject design. Their views and suggestions could be important in constructing women friendly water management facility. For example, construction of stairway adjoining the irrigation canal would help women to withdraw water for domestic use.
- Mr. Yojiro Sekiguchi, Team Leader, SAPI Team, appreciated to recognize the importance of women friendly water management facility in the implementation of JICA-2.
- Dr. Nurul Islam, Environmental Specialist, SAPI Team expressed that women friendly water management facility would make women's daily activities easier.
- The responsibilities of JICA-2 PMU for gender development is required to be more specific and need based in consideration of project scope, suggested by Q. R. Islam, Institutional Development Specialist, SAPI Team.
- The women participation target needs to be determined in consideration of scope, national plan and donor policy, implied by Mr. Md. Abdur Rouf Deputy Project Director, SSSWRDP. He identified that the Gender Action Plan has recommended that the JICA-2 should have half of female staff, which could be difficult to achieve. He recommended for strong motivation among WMCA women members to increase their participation in contesting WMCA MC election.

4. Decisions

The decisions taken in the meeting were as follows.

1. Gender Development Action Plan of JICA-2 will be forwarded to LGED Gender and Development Forum for review and ratification.
2. The operational guidelines and procurement procedure will be followed in the implementation of JICA-2.
3. PMU/Project Consultant will prepare specifications for different categories of equipment for additional development subprojects and as proposed by WMCAs. The equipment will be procured locally.
4. The O&M deposit for multi-functional office will amount to no less than Tk. 50,000.
5. WMCA performance will be major criterion in selecting additional development and flagship development subprojects.
6. The physical works in flagship development subproject should included 1) enhancement of water resources facility, 2) rural road, 3) rural market, 4) multi-functional office, and 5) equipment.

Attachment 4

*Proceedings of Review Workshop and Seminar
for Procurement and Anti-corruption*

Small Scale Water Resources Development Project – Phase 2 (JICA-2)

Proceedings of Review Workshop

1. INTRODUCTION

The review workshop was organized by Special Assistance for Project Implementation (SAPI) Team assigned by JICA for Small Scale Water Resources Development Project – Phase 2 (JICA-2). It was follow-up of the JICA-2 orientation workshops held in October 2017 at LGED headquarters and five regional offices within the project area. The workshop program is given in Annex 1. The participants of the review workshop included Executive Engineers, Senior Assistant Engineers, Assistant Engineers and Sociologists at LGED district level office and Upazila Engineers in the JICA-2 project area (Annex 2). The workshop comprised three sessions: inaugural, technical and closing as follows.



2. Inaugural Session

Welcome Speech: Mr. Md. Abdur Rouf, Deputy Project Director JICA-2 welcomed the participants on behalf of Mr. Gopal Krishna Debnath, Project Director JICA-2. He described the primary objective of the review workshop as to increase understanding about project operation. He stressed on understanding of the basic operation guidelines of the project and subproject development process for the implementation of JICA-2. Mr. Rouf reviewed the project activities and role of the SAPI team in the implementation of JICA-2. He thanked the participants for attending the workshop to share their views and recommendations on the operation guidelines of the project and subproject development process prepared by the SAPI team. The SAPI team engaged by JICA is supporting LGED in preparing operation guidelines for effective implementation of the phase 2 of JICA funded Small Scale Water Resources Development Project, he highlighted in his speech.

Inaugural Speech: Mr. Qazi Khurshid Hassan, Superintending Engineer (O&M), Integrated Water Resources Management Unit (IWRMU), LGED inaugurated the workshop. In his inaugural speech, Mr. Qazi recounted the LGED's supports to local government institutions in the small scale water resources development. He pledged that LGED will continue to support the local government institutions in the small scale water resources development. Mr. Qazi told that LGED had constructed more than eleven hundred small scale water resources development subprojects in Bangladesh. He expected that the review workshop would provide the participants with the information they need to understand their responsibilities in implementing the project effectively as well as in achieving the goal.

Speech by Senior Representative, JICA: Mr. Hitoshi Ara, Senior Representative, JICA Bangladesh Office also addressed in the review workshop. He pledged that JICA would continue to support the government of Bangladesh in developing small scale water resources development in establishing good model and practice in water management. He told that JICA-2 would start in early this year. JICA has dispatched the SAPI team considering that how to implement the project would be very important. The SAPI team has prepared project operational guidelines, which will be presented in this workshop. The comments and recommendations by the participants of the workshop would be important inputs for the implementation of JICA-2, and in contributing to the rural development in Bangladesh, he desired.

3. Technical Session

3.1 Presentation on project operation guideline

Mr. Yojiro Sekiguchi, Team Leader, SAPI Team, presented the project operation guidelines. He explained that the operation guidelines comprised of four volumes. The first volume dealt with policy, the second for new development subprojects, the third for additional development subproject and the fourth for flagship development subprojects implementation. The Team Leader told the guidelines adapt the ones by JICA Technical Cooperation Project (TCP) and modify the steps while keeping consistency with TCP's approach such as In-depth/ Village-wise, Interactive Approach from SP identification to WMCA formation and Participatory Rural Appraisal-Feasibility Study-Detailed Design by the same consulting firm. He explained the development process of three types of subprojects and the 20 steps of development process in three stages in each subproject type. The steps are similar in three types of subprojects, excepting that equipment supply as well as additional physical works will be taken into consideration in additional development subprojects and, moreover, multifunctional facilities in flagship development subprojects.

Mr. Sekiguchi told that under the first phase the project or JICA-1, WMCA office could not be constructed in some subprojects. This would be considered with further development needs under JICA-2 for additional development subprojects. Additional development needs for multi-functional facilities, rural market and access road to the market, and equipment would be considered for the flagship development subprojects. He suggested that the flagship subprojects in Dhaka, Sylhet and Mymensingh divisions would be "Advanced Model of Rural Development" of Bangladesh for the preparation of future project.

Discussions:

- In response to query by Mr. Md. Shahidul Hoque, Senior Water Resources Management Specialist, JICA-LGED TA Project, Mr. Sekiguchi explained that additional development subproject can be characterized by additional impacts including expansion of benefit area, providing of equipment to WMCA for farming and supporting for agribusiness development opportunity. The flagship subproject will provide multifunctional facilities, rural market and access road to the market as well as those in additional development subproject.
- Mr. Md. Shahidul Hoque suggested that in renaming of subproject development stages into pre-construction, construction and first year joint O&M "planning" was excluded compared to previous projects. According to him, planning is an important stage to implement any project and a separate stage should be earmarked to indicate it.

- Mr. Moshiur Rahman, Water Resources and Rural Infrastructure Development Expert, SAPI Team clarified that there was no stage named as “planning” in the earlier small scale water resources development projects implemented by LGED.
- Mr. Momtaz Haider, Senior Socio-Economist, suggested that District Level Inter-Agency Project Evaluation Committee or DLIAPEC could not be found in 20 steps for subproject development process.
- Mr. Sekiguchi said that it is stated in Step 8 named as Subproject Clearance. This step described as “Presentation of draft detail feasibility study results of subproject at DLIAPEC meeting by District Executive Engineer for review and clearance”.
- Mr. Abdul Khaleque, Upazila Engineer, Moksudpur Upazila, Goplahanj district, enquired how stakeholders’ participation will be facilitated.
- Subproject identification by local people, resolution of their meeting, union parishad review, PRA, subproject planning, site validation, design meeting with beneficiaries, and so on will facilitate stakeholders’ participation clarified by Mr. Sekiguchi.

3.2 Review of Progress on Subproject Proposals

In his presentation Mr. Shingo Matsuoka, Deputy Team Leader, SAPI reviewed progress on subproject development and schedule of SAPI Team activities. He explained that 145 new, 90 additional and 9 flagship development subprojects will be constructed in 4 batches under JICA-2. The target in first batch is 20 new and 10 additional development subprojects. And the target in second batch is 56 new 10 additional and 9 flagship development subprojects. Till now, feasibility study of 10 subprojects is completed, 61 proposals received for new development subprojects, and feasibility study for 10 additional subprojects is ongoing for batch 1. He suggested that selection of subproject for batch 1 and 2 will be completed in the end of January and February 2018, respectively.

Discussions:

- Mr. Md. Abdur Rouf, Deputy Project Director JICA-2 named the districts and upazilas from where the subproject proposals have been received and yet to be forwarded. He called for forwarding the proposals of the identified subprojects within two weeks from the date of workshop.
- Mr. Ashis Kumar Halder, Sociologist, Madaripur district in Dhaka division informed that 5 proposals for new development and 2 proposals for additional development were forwarded from Kalkini Upazila in Madaripur district.
- Mr. Md. Rafiqul Islam, Sociologist, Lalmonirhat district in Rangpur division informed that 4 proposals were forwarded from Lalmonirhat.
- Habiganj district in Sylhet was raised from the participants in answer to Mr. Sekiguchi’s question about candidates for the flagship subprojects.

3.3 Presentation on Procurement and Anti-Corruption

Mr. Moshiur Rahman, Water Resources and Rural Infrastructure Development Expert, SAPI Team, presented the procurement methods and anti-corruption measures to be followed in the implementation of JICA-2. The presentation included two parts. The first part was on the procurement and tendering methods. The second part dealt with anti-corruption measures to be taken by LGED in implementing the project. According to his presentation, Japanese ODA Loan Guidelines, April 2012 and Bangladesh Government’s Public Procurement Act (2006) and Public Procurement Rules (2008) will be followed in

Attachment 4: Proceedings of Review Workshop

procurement. He described that equipment and machineries procurement, earthworks for infrastructure and physical works or structure construction will be open tender based (OTB). The quality and cost based selection (QCBS) method will be used for the selection of project consultant and national consulting firm and NGO for subproject detailed feasibility study, design and support services related to institutional development, and agriculture and fisheries development works. The anti-corruption measures will include dissemination of information, e-tendering systems, and internal and external auditing.

Discussions:

- Mr. Md. Abdur Rouf, Deputy Project Director JICA-2 disclosed that anti-corruption measures also include WMCA accounts auditing.
- In response to a question about the method of labour contracting society (LCS) employment, Mr. Moshir Rahman informed that direct contract method will be used for the selection of LCSs.

4. Conclusion

Mr. Md. Abdur Rouf, Deputy Project Director JICA-2 concluded the review workshop. He repeated his call for forwarding subprojects proposals to the Project Management Unit in time. He thanked the participants for their interest on small scale water resources development.

4. Decisions

The decisions taken in the meeting were as follows.

1. Gender Development Action Plan of JICA-2 will be forwarded to LGED Gender and Development Forum for review and ratification.
2. The operational guidelines and procurement procedure will be followed in the implementation of JICA-2.
3. PMU/Project Consultant will prepare specifications for different categories of equipment for additional development subprojects and as proposed by WMCAs. The equipment will be procured locally.
4. The O&M deposit for multi-functional office will amount to no less than Tk. 50,000.
5. WMCA performance will be major criterion in selecting additional development and flagship development subprojects.
6. The physical works in flagship development subproject should included 1) enhancement of water resources facility, 2) rural road, 3) rural market, 4) multi-functional office, and 5) equipment.

Review Workshop
on
Small Scale Water Resources Development Project (Phase 2)

Date: 20 January 2018

Venue: RDEC Bhaban (Level-11), LGED Headquarters, Dhaka

PROGRAM

Time	Subject	Resource Personnel
09:30	Registration	Ms. Moushumi Sulmin Senior Assistant Engineer, SSWRDP
Inaugural Session		
10:00	Welcome Speech	Mr. Gopal Krishna Debnath Project Director, JICA-2
10:05	Self Introduction by the Participants	
10:15	Inaugural Speech	Mr. Qazi Md. Khurshid Hassan Superintending Engineer (O&M) LGED
10:30	Speech by JICA	Mr. Hitoshi Ara Senior Representative, JICA Bangladesh Office
10:40	Tea Break	
Technical Session		
11:00	Presentation on Project Operation Guidelines	Mr. Yojiro Sekiguchi Team Leader, Special Assistance for Project Implementation (SAPI)
12:15	Review of Progress on Subproject Proposals	Mr. Shingo Matsuoka Deputy Team Leader, SAPI
12:30	Discussion on Project Operation Guidelines and progress	Coordinated by Mr. Q. R. Islam Consultant, SAPI
13:00	Prayer and Lunch	
14:00	Presentation on Procurement & Anti-corruption	Mr. Moshiur Rahman Consultant, SAPI
15:00	Discussion on Procurement & Anti-corruption	Coordinated by Mr. Q. R. Islam Consultant, SAPI
Concluding Session		
16:00	Closing Speech	Mr. Md. Abdur Rouf Deputy Project Director, JICA-2
16:10	Closing	

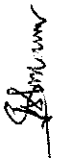



Local Government Engineering Department


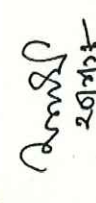



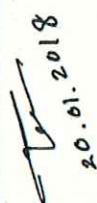
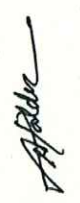

SSWRDP (JICA Phase-2)

Review Workshop of SAPI and Prevention of Collusive Practice in Procurement








Venue : LGED HQ, RDEC Building, Level-6, Agargaon, Dhaka, Date: 20 January, 2018



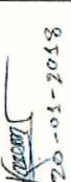




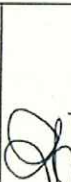
Participant Attendance

Sl.	Name	Designation, District	Mobile No.	E-mail	Signature
1.	Md. Salman Murad	For Executive Engineer, Gazipur (Asst. water resources Engr.)			
2.	Md. Shameem Hossain	For, Executive Engineer, Mymensingh Socio-Economist			
3.	SARKER MD. SAZZAD KABIR	For, Executive Engineer, Sylhet Socio, Sytist			
4.	absent	Executive Engineer, Faridpur			
5.	Md. Khalidur Rahman	Executive Engineer, Dinajpur			
6.	absent	Executive Engineer, Rangpur			









Sl.	Name	Designation, District	Mobile No.	E-mail	Signature
7.	Haru Kinkar Mohanta	Sr. Assistant Engineer, Thakurgaon			
8.	md. Shahtiqul Islam	Assistant Engineer, Habiganj			
9.	Md. Mamun Biswas	Upazila Engineer, Sadar, Madaripur			
10.	Md. Abdul Khaleque	Upazila Engineer, Moksudpur, Gopalganj			
11.	Md. Mahabub Munshed	Upazila Engineer, Austagram, Kishorganj			
12.	MD, Tanvir Khan	Sociologist, Rajbari			
13.	Ashis Kanti Halder	Sociologist, Madaripur			
14.	MD-Johangir Alam.	Sociologist, Netrokona			

Attachment 4: Proceedings of Review Workshop

Sl.	Name	Designation, District	Mobile No.	E-mail	Signature
15.	Md. Mohsin Miah	Sociologist, Habiganj			
16.	Md. Rafiqul Islam.	Sociologist, Lalmonirhat			
17.	Bijon Kanti Datta.	Community Organizer, Moksudpur, Gopalganj			
18.	Abdure Razzak	Community Organizer, Dhanbari, Tangail			
19.	MONTAZ BEGON	Community Organizer, Sharishabari, Jamalpur			
20.	Roofira Rasi Debnath	Community Organizer, Srimongal, Moulavibazar			
21.	MD. MIZANUR RAHMAN.	Community Organizer, Nageshwari, Kurigram			

Sl.	Name	Designation, District	Mobile No.	E-mail	Signature
LGED Headquarter					
22.	Absent	Executive Engineer (P&D), IWRM Unit, LGED			
23.	Md. Smeil Siddon.	Executive Engineer (O&M), IWRM Unit, LGED			
24.	Md. Aminur Rahman	Assistant Engineer, IWRM, LGED			
25.	MD. ABUL KASEM MUNSHI	Sociologist, IWRM, LGED			 20-01-2018
26.	Md. Samim Haque	Deputy Project Director (DPD), HAOR Project, LGED			
27.	Nijal Tripura	Sr. Assistant Engineer, PSSWRSP			
28.	M. Montaj Haider	Sr. Socio Economist, PSSWRSP			
29.	MD. Ahsan Uzzama	Sr. Assistant Engineer, HILIP, LGED			
30.	Sapriya Bhatta	Sociologist, SSSWRDP, LGED			

Attachment 4: Proceedings of Review Workshop

Sl.	Name	Designation, District	Signature
31.	MD. SHAHIDUL HAQUE	SWRMS, JICA TA HQ, DHAKA	
32.	MD. MAHEDI HASAN	DDO, JICA BANGLADESH	
33.	Naoki YAMASHITA	JICA Technical Cooperation Project for L&EP	山下 直樹
34.	Dr S R Islam	SAPI Team- Institutional Developer, Specialist	
35.	Anowara Begum	Sender and Dev. Specialist SAPI Team	
36.	Kohei OZAWA	SAPI Team	小澤 幸平
37.	MR. MOSHIUR RAHMAN	SAPI Team	
38.	Hitoshi ARA	Senior Representative JICA BP Office	
39.	Ryuzhi KATSUICHI	Programme Advisor, JICA	
40.	Md-Abdur Rouf	DDO, SSURDP-2 LGED	

Sl.	Name	Designation, District	Mobile No.	E-mail	Signature
41.	YOSURO SEKIGUCHI	Team Leader / SAPI			(Signature)
42.	Shingo Matsuoaka	Deputy Team Leader / SAPI			(Signature)
43.	Mami Yonekawa	Institutional Development Expert / S			(Signature)
44.	Razi Md. Khairul Hossain	SE (OEM), IWRM			(Signature)
45.	Md. Golbul Kalam Azad	Sr. AE, SSSWRDP, HIG			(Signature)
46.	Md. Aghaoul Islam	AE, SSSWRDP - JICA HA			(Signature)
47.	MOUSHUMI SULAIMIN	Sr. AE, SSSWRDP, HIG			(Signature)
48.	Zainat MoHsina Chowdhury	Sociologist			(Signature)
49.	MST. Khadija AKTER	Sociologist			(Signature)
50.	Uttam Kumar Halder	Sociologist			(Signature)

Attachment 5

*Minutes of the Project Implementation Committee
Meeting for Small Scale Water Resources
Development Project (Phase-2)*

Government of the People's Republic of Bangladesh

Local Government Engineering Department

Small Scale Water Resources Development Project-Phase 2

LGED Headquarter, RDEC Bhaban (Level-6)

Agargaon Shere Bangla Nagar, Dhaka 1207

www.lged.gov.bd

MINUTES OF THE PROJECT IMPLEMENTATION COMMITTEE MEETING FOR SMALL SCALE WATER RESOURCES DEVELOPMENT PROJECT- PHASE 2

1. INTRODUCTION

The first meeting of the Project Implementation Committee (PIC) for Small Scale Water Resources Development Project-Phase 2 (SSWRDP-2) was held on 23 April, 2018 at 10.30 am in the LGED conference room. It was chaired by Mr. Prasun Kanti Choudhury, Additional Chief Engineer, Integrated Water Resources Management (IWRM) Unit, LGED. Mr. Noor Mohammad, Additional Chief Engineer, Urban Management, LGED attended the meeting on behalf of the PIC Chairperson and Chief Engineer, LGED. Mr. Hitoshi Ara, Senior Representative, his successor Mr. Yasuhiro Kawazoe, Mr. Ryuichi Katsuki, Representative, and Mr. Alimul Hasan, Deputy Program Officer, JICA Bangladesh Office were present. The list of participants including PIC members who attended the meeting is given in Annexure-A.

Mr. Prasun Kanti Choudhury welcomed the participants and declared the meeting open. Mr. Hitoshi Ara, in his address, expressed appreciation and thanks LGED for hard work efforts to implementing the project. He explained that this first PIC meeting would be important to support the project implementation and avoid any delay. Having the opportunity to assist in implementing the project for benefiting rural people, Mr. Yasuhiro Kawazoe desired to work together.

2. PRESENTATION

Progress on Implementation Activities: Following the self-introduction by the participants, Mr. Prasun Kanti Choudhury invited Mr. Gopal Krishna Debnath, Project Director, Project Implementation Unit (PMU), SSWRDP-2, LGED for the presentation on the Project implementation activities. The presentation by the Project Director covered project background, area and cost, types of subprojects to be constructed under the project and the progress on the implementation activities. He stated that it was the JICA's second investment in small scale water resources development in Bangladesh. The project area covers Dhaka, Mymensingh, Sylhet and Rangpur divisions. The first phase did not cover Rangpur division. The project cost is Taka 1,285 crores including Taka 427 crores financed by GOB and Taka 858 crores co-financed by JICA. The date of loan agreement was 29 June 2017. The project was approved by ECNEC on 7 November, 2017. It targets to construct 290 subprojects in 220 upazilas of 29 districts. These include 145 new development subprojects, 136 additional development subprojects and 9 flagship development subprojects. In new development subprojects, the project will provide water resources management facilities and establish and strengthen Water Management Cooperative Association (WMCA) for the sustainable operation and maintenance (O&M) of the facilities. In additional development subprojects existing water resources management facilities will be enhanced to benefit more area, and machinery and equipment will be provided for agribusiness development and diversification of WMCA's economic activities. In flagship development subprojects rural road and market will be improved as well as enhancement of existing water resources management facilities and providing of agricultural machineries for the increase of marginal farmers' incomes with agribusiness development. The additional and flagship development subprojects will be selected among the subprojects constructed under SSWRDP-1 in consideration of WMCA performances. Implementation of the project will benefit 106,430 ha of cultivated land; annually increase cereal and non-cereal crop production by 108,133 tons and fish production by 266 tons and create 108,825 person-months of direct employment through labor intensive earthworks and farming as well as improve the living conditions of the rural

people. With regard to the progress on service, the Project Director reported that he has received EOI for international consultants services from ten firms, of those four were selected for RFP. Finally, two firms submitted proposals, which have been evaluated by technical committee members and submitted to the Chief Engineer, LGED. EOI for detailed feasibility study and design (DFSD) will be published soon. Preparation for employment of Assistant Engineers and Socio-economists for the project through outsourcing is ongoing. Specification for the procurement of motor cycles is finalized and proposal forwarded to ministry for approval to procurement vehicles. The PMU has completed feasibility study of 10 new development subprojects and 10 additional development subprojects with support by Special Assistance for Project Implementation (SAPI) Team assigned by JICA with grant assistance. The SAPI Team is assisting in preparation of 'Operation Guidelines' for the project.

Operation Guidelines: As proposed by the Project Director and consented by Mr. Prasun Kanti Choudhury, the contents of the operation guidelines were presented by Mr. Moshir Rahman, SAPI Team member. The presentation included subproject development types, component and subcomponents, concept, objectives, approach and model of new, additional and flagship development subprojects, and contents of operational guidelines. The SAPI Team member explained that the guidelines have four volumes. Volume I describes concept, outline and purpose of operational guidelines, and volume II, III and IV provides implementation stages and steps of new, additional and flagship development subprojects, respectively. Volume IV also provides guiding principle on agribusiness development by WMCA for marketing of agricultural and fisheries products to improve commodity flow to and from the subproject area.

3. DISCUSSIONS

- Ms. Azizun Nahar, Deputy Chief, Irrigation Wing, Planning Commission viewed the project as unique in Bangladesh. She thanked JICA for supporting the water resources development initiative in the country. The Deputy Chief appreciated Project Director, PMU for the well presentation on progress. She desired to know how flagship development subprojects would be selected. She suggested to verifying legality of signing subproject 'lease agreement' in which the WMCAs formally assume the right to operate the infrastructure and responsibility for its maintenance. She recommended for considering 'memorandum of understanding (MOU)' instead of the lease agreement. The Deputy Chief expressed her concern about inappropriate placement of spoil earth from khal excavation or re-excavation. She suggested that the project operation guidelines should be in the perspective and context of project implementation process in Bangladesh. Mapping could be considered during the reconnaissance to reduce subproject feasibility study period. A matrix of project impacts could be prepared indicating changes in women employment and poverty reduction. The Deputy Chief reiterated that review of project expenditure and procurements according to DPP and physical progress are the main agendas of PIC meeting.
- Ms. Nishat Jahan, Senior Assistant Chief, ECNEC Wing, Planning Division, Planning Commission expressed her contentment with cooperation between JICA and Bangladesh government.
- Mr. Noor Mohammad, Additional Chief Engineer, Urban Management, LGED stressed on land acquisition without depending on donation for the construction of WMCA offices. In view of low implementation rate he suggested for initiating construction of 90 additional development subprojects in which WMCAs were already established and to follow the approach used in rural road alignment for signing validation document as a proof to use in the future. He suggested that re-excavated materials or disposals could be used for raising land level to grow grass and planting fruit trees as practiced in large pond excavation. Establishment of communication between WMCAs and sellers could be taken into account to avoid middlemen with providing advanced information on crop price, he added. The Additional Chief Engineer stressed on the conservation of more surface water and measurement of irrigation water requirement for boro rice cultivation. He recommended for installation of cooling system for the storage of crop. He thanked JICA for assistance to SSWRDP-2.

- Mr. Mahbubur Rab, Deputy Chief, GED, Planning Commission suggested for experts' opinions on the operation guidelines. The specialists and experts of Planning Commission could provide their views. He thanked JICA for supporting the project.
- Mr. Md. Mizanur Rahman Talukder, Senior Assistant Chief, Irrigation Wing, Planning Commission appreciated for designing project to construct additional and flagship development subprojects. He anticipated that these subprojects would be more effective. The Senior Assistant Chief wished success of the project.
- Ms. Khadiza Parveen, Senior Assistant Chief, Economic Relation Division, Planning Commission suggested for the developed of operation guidelines in consideration of its adaptability in local situation. She opined that the target in current fiscal year could be difficult to achieve. She wished favourable progress and achievements next year with additional targets.
- Mr. Prasun Kanti Choudhury suggested to summarizing the operation guidelines and translating these into Bengali for better understanding and to include training plan and trainees selection process in the guidelines, and signing of subproject validation document by LGED, consultants and WMCA.
- Mr. Ryuichi Katsuki, Representative, JICA Bangladesh Office expressed gratitude for appreciating the JICA assistance to the SSWRDP-2. He thanked the PIC members for their valuable comments on the operation guidelines. Mr. Katsuki anticipated that comments will contribute to better understand the project concept and improve activities, which would be presented in the next PIC meeting. JICA can be involved in the finalization of subprojects, he suggested.
- In response to the concerns and issues raised by the PIC members, Mr. Gopal Krishna Debnath, Project Director, PIU clarified that nine flagship development subprojects (three in each of Dhaka, Mymensingh and Sylhet divisions) would be selected among 242 subprojects constructed under the SSWRDP-1. The Project Director assured that he would review the legality of signing subproject lease agreement. He informed that presently the earth spoil from khal re-excavation is placed to widen nearby rural road constructed by LGED. WMCA members also take part in determining where spoil earth could be placed. The Labor Contracting Societies (LCSs) take the precaution to prevent any drainage obstruction for spoil placement and wash back into the khal. Farmers do not allow the spoil to be distributed over their crops. However, in some cases the earth spoil is carried by the local residents to raise their house plinth and courtyard. The Project Director reported that the proposed operation guidelines were reviewed in workshop at national and regional levels participated by LGED staff at headquarters, regions, districts and upazilas for understanding the project concept and subproject development process for the implementation of JICA-2. The Project Director added subproject mapping is always initiated in reconnaissance stage. As in JICA-1, using data from MIS system the project will prepare annual effect monitoring and evaluation (EME) reports assessing subprojects effects against various parameters such as institutional quality, training activities, agriculture and fisheries production, O&M works, environmental impacts, benefit to women particularly landless and destitute through provision of employment opportunity, income generating activities and poverty reduction. A matrix could be prepared describing these effects. Construction works of additional development subprojects could not be started. He solicited for endorsement in the meeting to design WMCA offices with concrete roof instead of tin shed. Construction of additional development subprojects could not be initiated until PIC finalizes the operational guidelines. Moreover, survey and estimate could not be undertaken as employment of project staff is in process.

4. DECISIONS

The decisions taken in the meeting were as follows:

- Operation Guidelines prepared by the Special Assistance for Project Implementation (SAPI) team will be used for the implementation of the SSWRDP-2. The PMU will include training plan in the operation guidelines, condense and translate it into Bengali, and distribute to the

LGED divisional and regional offices and Project Implementation Unit (PIU) at Districts and Upazilas within the project area.

- PMU will review signing of lease agreement from a legal perspective to handover subproject infrastructure to WMCAs for operation and maintenance and if applicable replace with MOU.
- Project can determine designing of WMCA offices as appropriate.
- Subproject validation findings should be signed by LGED Upazila Engineer, validation team members, and representatives of local stakeholders or WMCA Management Committee members.
- List of subprojects after finalization will be forwarded to JICA.
- PMU will prepare subproject implementation work plan and submit in the next PIC meeting.
- PMU will monitor progress quarterly on implementation according to the work plan.
- PMU will complete employment of consultants and project staff within June 2018.
- PMU will make every effort to achieve the target for the next year.

Prasun Kanti Choudhury, Additional Chief Engineer, IWRM concluded the meeting with thanks to the participants for their valuable contribution in the meeting.

(Prasun Kanti Choudhury)
Additional Chief Engineer
Integrated Water Resources Management Unit
Local Government Engineering Department

Distribution (Not by Seniority):

- | | |
|---|-----------------------|
| 1. Deputy Secretary (Development), Local Government Division | Member, PIC |
| 2. Deputy Chief (Planning Wing), Local Government Division | Member, PIC |
| 3. Deputy Chief, Irrigation Wing, Planning Commission | Member, PIC |
| 4. Representative of Programming Division, Planning Commission | Member, PIC |
| 5. Representative of NEC-ECNEC & Coordination Wing, Planning Division | Member, PIC |
| 6. Representative of Agriculture Sector, IMED | Member, PIC |
| 7. Representative of GED, Planning Commission | Member, PIC |
| 8. Representative of Economic Relation Division | Member, PIC |
| 9. Representative of Finance Division | Member, PIC |
| 10. Additional Chief Engineer, IWRM Unit, LGED | Member, PIC |
| 11. Project Director, SSWRDP (Phase-2), LGED | Member, PIC |
| 12. Concerned Desk Officer (Planning Wing), Local Government Division | Member, PIC |
| 13. Concerned Desk Officer, Irrigation Wing, Planning Commission | Member, PIC |
| 14. Representative of Japan International Cooperation Agency (JICA) | Observer |
| 15. Deputy Project Director, SSWRDP (Phase-2), LGED | Member Secretary, PIC |

Copy for necessary action:

- PS to Chief Engineer, LGED, Agargaon, Dhaka.