

Government of the People's Republic of Bangladesh Local Government Engineering Department

Third Urban Governance & Infrastructure Improvement (Sector) Project (UGIIP-III)



Quarterly Progress Report (QPR-7) Period: January-March, 2016

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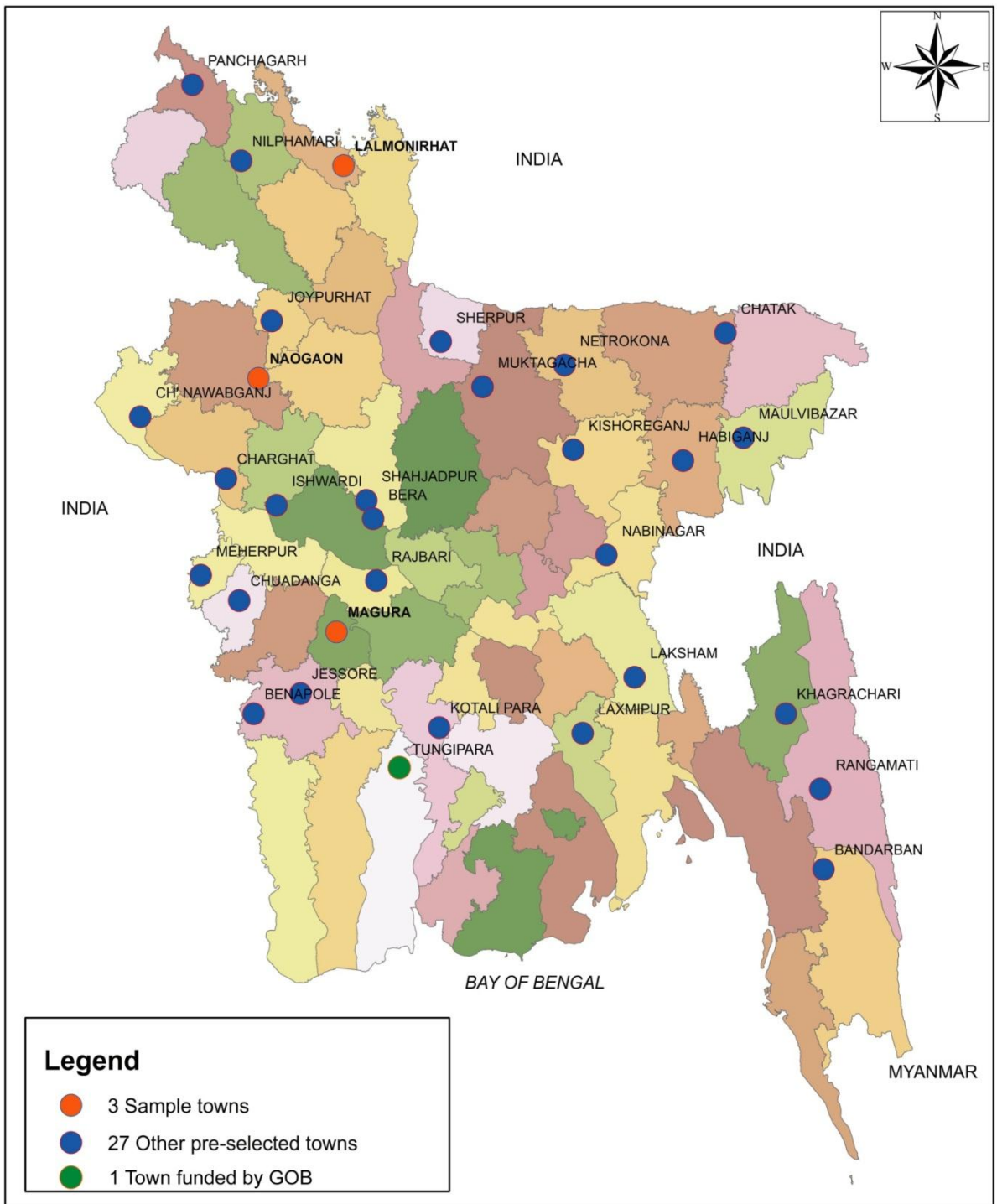
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Geographic Location of the UGIIP-III Target Pourashavas



Abbreviation

ADB	-	Asian Development Bank
BDT	-	Bangladeshi Taka
CEO	-	Chief Executive Officer
Dev't	-	Development
DPHE	-	Department of Public Health Engineering
DPP	-	Development Project Performa
EIRR	-	Economic Internal Rate of return
Eqp	-	Equipment
ERD	-	Economic Relations Division
ESSIS	-	Environmental Sanitation and Slum Improvement Section
FGD	-	Focus Group Discussion
FIRR	-	Financial Internal Rate of Return
GAP	-	Gender Action Plan
GI	-	Governance Improvement
GICD	-	Governance Improvement & Capacity Development
GoB	-	Government of Bangladesh
GRC	-	Grievance Redress Cell
ISC	-	Inter-ministerial Steering Committee
IIS	-	Infrastructure Improvement Section
MCC	-	Mass Communication Cell
Mgt	-	Management
MPRC	-	Municipal Performance Review Committee
MoWCA	-	Ministry of Women & Children Affairs
NILG	-	National Institute of Local Government
OFID	-	OPEC Fund for International Development
O&M	-	Operation & Maintenance
PC	-	Planning Commission
PDP	-	Pourashava Development Plan
PME	-	Performance Monitoring & Evaluation
PMO	-	Project Management Office
PRAP	-	Poverty Reduction Action Plan
PR&SI	-	Poverty Reduction & Slum Improvement
PSU	-	Pourashava Support Unit
RM	-	Routine Maintenance
SC	-	Standing Committee
SIC	-	Slum Improvement Committee
SWM	-	Solid Waste Management
TLCC	-	Town Level Co-ordination Committee
ToT	-	Training of Trainers
UGIS	-	Urban Governance & Improvement Section
UMSU	-	Urban Management Support Unit
WLCC	-	Ward Level Co-ordination Committee

Summary Progress & Achievement up to March, 2016

Progress made to date on different facets of UGIIP III has been narrated in the later sections. However, some notable features/attainment during the Jan-Mar'16 quarter are outlined below:

Physical and Financial Progress of Infrastructure (Phase I): In 27 PSs, contracts for 37 sub-projects have been awarded till to date for a value of BDT 3,447.55 mill. Its related split are: ADB – BDT 2,783.03 Mill, OFID – BDT 599.20 mill and GoB – BDT 65.32 mill. Related physical progress achieved so far stands at around 36%. The project's overall financial progress of civil works (phase I) up to end of March 2016 are: a) financial progress – 52.54% (against awarded contracts only) and b) expenditure - BDT 1,181.57 million.

It is worth a mention that adequate preparatory steps have already been taken through collection and processing of subprojects for 2nd phase which will only be on the ground consequent upon completion of pertinent evaluation of the PSs' performance in MPRC meeting to be convened in the early part of coming FY.

Significantly, convening of PS election in 24 project PSs somewhat slowed the progress as these PSs now have 18 new mayors (incidentally 6 have been reelected) who expectedly were not acclimatized with the project. Since the project PSs are at a crucial stage of their 1st phase (intermediate criteria) of their UGIAP implementation, it was felt essential to early-organize orientation for the elected representatives and accordingly a 3-day orientation programme was convened for all 31 Mayors at Dhaka. Mr Abdul Malek, Secretary, LGD, was the Chief Guest in the event's inaugural session. In addition, a W/Shop on simplified UGIAP implementation for all newly elected Window B mayors, CEO and Secretaries were also held on 15 March 2016 at LGED HQ.

Second Project Steering Committee meeting was held on 06/03/2016 with the Secretary, LGD in the chair.

PPTA started work for preparing Feasibility studies for five proposed towns to be included in the project with additional financing of around USD 200 million

SWM: Albeit no physical development work on SWM was envisaged in the 1st phase, laudable progress has been made on several areas, which includes: ■ Administrative approval accorded for LA in 16 PSs; ■ Design of sanitary land fill evolved for 3 PSs and transmitted to the relevant PSs for preparing estimates.

TLCC: TLCC meetings are regularly being held every quarter in 31 PSs. In the reporting quarter, TLCC meetings have been participated by 1,185 members (including 37.21% female, and 15.52% poor representative); meeting minutes have been prepared and transmitted to all members.

WC: WC's activities in 31 PSs are in progress and in the reporting quarter, one quarterly meeting has been convened in each PS. Minutes of meetings have been prepared and sent to PMO through quarterly report – They have been participated by 2,612, (39.24% female & 28.06% Poor) – meeting minutes transmitted to all members.

Citizen Charter: 31 Project PSs prepared Citizen Charter (CC). Of them, all 31 PSs displayed CC in suitable places at PS premises. The CCs were, as well, published in the local newspaper.

Grievance Redress Cell (GRC): GRC established, with clear ToR in 31 PSs - grievance box opened in 31 PSs. Of the 604 grievances registered, a good 492 were resolved while 112 remained in resolve- process.

Urban Planning: Town Planning Unit has been formed and made functional in all 31 PSs. All the 31 PSs initiated action for control of development activities.

O&M: O&M budget have been allocated for 2015-16 FY in all PSs amounting BDT 161,446,238 (161.446 million) in 31 PSs and corresponding expenditure stands at BDT 85,158,583 (85.158 million).

GAP: All PSs have fund allocated for GAP implementation and of them, 30 PSs are using the fund except Noagaon. In the current quarter, the PSs have used BDT 18.458 million in providing IGA training/support including cash-help to destitute women, education assistance to girls, etc. SCs on WCA of all PSs are functional and convening regular monthly meetings.

PRAP: All target PSs have their need-based PRAP and allocated fund for its implementation. In the current quarter, 30 PS have used BDT 25.134 million for the job. The fund has been mainly on providing poor families with ring-slabs, home rehab, study-assistance, IGA training and assistance, etc. SC on PR & SI of each target PSs is functional.

Re-Assessment: All project-PSs have been doing their individual reassessment as scheduled adhering to the normal process of them, reassessment is due for 6 PSs in the next FY (Shahjadpur, Bandarban, Laksam, Laksmipur, Rajbari and Chatak) and they have started their reassessment process.

Holding Tax (HT): HT Collection efficiency up to March'16 (FY 2015-16) of 31 PSs are found to be 52.34%.

Non-Tax Revenue (NTR): Under NTR, up to March'16 (FY '15-16), BDT 687.121 mill has been collected

Computerized Tax & Accounting System: Computerized Tax billing in 31 PSs & Accounting software in 31 PSs. are functioning. Computerized Tax & billing system is in practice.

Electricity bill: Electricity bills have been fully paid by 9 PSs and the rest are in the process of settling them.

Telephone bill: Telephone bills have been fully paid by 24 PSs, while remaining are yet to settle their dues.

Loan: 21 PSs availed loan out of 31 PSs. Of them, more then 80% installments have been paid by 18 PSs and remaining 3 PSs have substantial outstanding installments due.

Water Tariff: Water tariff collection efficiency of 24 PSs is found to be 55.45% during the Jan-Mar'16 quarter.

Keeping Essential PS Services Functional: All UGIIP-III PSs are making efforts of implementing action plan for (a) Collection, disposal and management of solid waste. (b) Cleaning & Maintaining drains, (C) Arrangement for making Street Lighting functional, (d) Carrying out O&M of Infrastructure and operation of MMT and (e) Managing Sanitation.

BME: The project's physical intervention is still at a relatively early stage, hence clear benefits are yet to be explicit. However, bench mark data/info which will be used and incorporated in the BME framework (in line with DMF) have been substantially developed for subsequent use (it is worth a mention that, benchmark survey stand completed for 10 PPTA PSs while for the remaining 21 PSs, it is in progress). The BME team is in the process of completing its survey/assessment of the current situation in 10 PSs, their preparation for physical and governance improvement vis a vis capacity raising as outlined under UGIAP and the extent of their pertinent sensitization. A report under BME fold will be prepared in the coming quarter.

GENERAL

1. INTRODUCTION AND BASIC DATA

1.1 PREAMBLE

The Third Urban Governance and Infrastructure Improvement (Sector) Project (UGIIP III) is the latest in a long sequence of urban development projects of LGED, progressively financed, principally by Asian Development Bank (ADB). Along the way, More often than not, other notable development partners to the Govt of Bangladesh (GoB) as well joined hands with ADB in mobilizing required resources for implementing such development undertaking. In this particular intervention, OFID co-financed the project alongside ADB, and importantly, GoB.

The project (UGIIP III) has been conceived with some difference, vis a vis departure from the convention. Albeit UGIIP I, the precursor to UGIIP II, initiated the process of placing governance improvement and capacity development of the Pourashavas (PSs) somewhat ahead of infrastructure development, the latter ushered many a new area and concept into the project expanse, principally built on the experiences so accumulated to date, which have already exhibited impressive improvements in the poura-façade under the project umbrella. Some basic data/information on the project are provided hereafter in an abridged form (ref box below).

1.	Country	:	Bangladesh
2.	Loan No.	:	ADB:3142-BAN (SF) OFID:1626P
3.	Project Title	:	Third Urban Governance & Infrastructure Improvement (Sector) Project (UGIIP-III) .
4.	Recipient (borrower)	:	Govt. of the People's Republic of Bangladesh.
5.	Executing Agency	:	Local Government Engg Department (LGED) Deptt of Public Health Engineering (DPHE)
6.	Implementing Agency	:	LGED, DPHE and Pourashavas.
7.	Amount of Loan & Financing Plan	:	US \$ 200 million (125 million approved + 75 million in COBP for 2017) for ADB and US \$ 40.00 million for OFID
8.	Total Estimated Project Cost	:	BDT. 260048.43 Lakh (DPP) [GoB- 72,847.94 Lakh & PA – 187,200.48]
9.	Total Revised Project Cost	:	Not Applicable
10.	Date of Loan Approval	:	ADB-17 July, 2014 OFID-10 June, 2014
11.	Project's Co-financiers	:	40.00 million USD (OFID)
12.	Date of Signing Loan Agreement	:	ADB -27 August, 2014 OFID-05 February, 2015
13.	Date of Loan Effectiveness	:	04 November, 2014
14.	Date of Loan Closing	:	31 December, 2020
15.	Elapsed Loan Period	:	22.97%
16.	Overall Physical Progress	:	26%
17.	Date of Last Review Mission	:	07-19 November, 2015

1.2 UTILIZATION OF FUNDS (ADB Loan, and Counterpart Funds)

In respect of the project, plan/target for contract award (in expenditure context) and corresponding achievement to this reporting time point are given in the table below. .

Table- 1.1: Cumulative Contract awarded as of 31 December, 2015

Component		Plan/Target	Achievement (in US\$)
Civil Works	ADB	22.91	28.104
	OFID	6.003	6.112
Consultancy		12.12	12.882
Goods		1.606	2.98
Total		42.639	50.078

Apart from above, the disbursement-expenditure statuses of the project to the reporting date are depicted in the underlying table.

Table 1.2: Cumulative Disbursement and expenditure as of March, 2016

Source	Approved Loan Amount	Disbursement		Expenditure Million US\$
	In Million US\$	In Million US\$	% of Total Project Cost	
ADB	125.00	15.95	12.75%	13.399
OFID	40.00	3.00	7.50%	3.00
GoB	93.39	10.783	11.55%	7.59
Pourashavas	-	-	-	-
Beneficiaries	-	-	-	-
Total	258.39	29.733	11.51%	23.989

ADB agreed 75 million loan is indicated in COBP in early 2017

Exchange Rate: 1 US\$ = BDT 78.40

Cumulative Progress up to 31 March 2016: Financial 11.51%

1.2.1 Re-estimated costs to completion need for reallocation within ADB loan categories, and whether an overall project cost overrun is likely:

The project is currently in the early phase of its implementation, hence the issue of re-estimation and concomitant need for reallocation are still premature.

However, the fact remains that at different times within the project period, owing to upward variation in the market surrounding construction industry and inasmuch, based on alterations in the quantity of revised work items, re-estimation would become very essential. So this area will be appropriately dealt with by the PMO, as they come, assisted by MDS consultants.

1.3 PROJECT PURPOSE

The Third Urban Governance and Infrastructure Improvement (Sector) Project (UGIIP-III) started from July 2014. Its purpose entails promoting the areas of HRD and good urban governance and as well, to improve gender and poverty friendly infrastructure in 31 project PSs with the financial assistance from, alongside GoB, ADB and OFID. It adopts a performance based sector approach involving demand driven allocation of loan proceeds based on clearly defined performance criteria and the commitment of the PSs to undertake governance reform.

Going by the Design and Monitoring Framework (DMF), the project purpose has been very briefly put as :“**Improved municipal service delivery and urban governance in project towns and strengthen pro-poor and gender-responsive urban governance**”

A Sector approach that has been adopted for UGIIP III followed the sequence of UGIIP II. This is increasingly becoming a mass adoption strategy in the implementation milieu in Bangladesh and beyond. At this point in time, it may be worth a brief reflection on sector approach which is shown in the box below.

Sector Approach: Basic concepts (Internet doc rephrased and adopted)

Sector Approach is conceived as a process which leads to closer partnerships between and among govt., dev't partners and other key sector stakeholders. The approaches mainly seek to broaden government and national ownership over public sector policy and resource allocation within the sector. Effective management effects sustainable sector dev't through increased coherence between policy, spending and results.

A major advantage of sector approaches is that a thorough assessment of seven areas is carried out in order to capture the sector 'broad picture' and overall outlook: ■ the sector policy and strategy. ■ the sector budget; ■ sector coordination; ■ institutions and capacities; ■ performance monitoring; ■ the macro-economy and ■ public finance management, with the first five areas considered as the core elements of a sector programme and forming the basis for this Reference Document.

When conceiving a sector approach the first crucial question concerns the size and scope of the sector (*'how wide is "sector-wide"?'*). The term 'sector-wide' at policy level may be wider in scope than what is aimed for at implementation level:

Sector approaches and sector programmes can be supported by donors through various financing arrangements: sector budget support, pooled funds or project support or a combination of these. Sector budget support may for example be well suited to assist government in its endeavor to improve 'public good'-type outputs whereas non-state actors may best be supported through project support to strengthen rural service delivery. It should also be clear that the project mod when used in the framework of a sector development programme, will be different in purpose from conventional and stand-alone projects.

UGIIP III, funded by ADB-OFID-GOB, has adopted the Sector Approach in the conceptualization and design of the project following a successful adaption and implementation of UGIIP and UGIIP-2.

1.3.1 PROJECT OBJECTIVES, SCOPE & IMPLEMENTATION ARRANGEMENT

1.3.1.1 Project Objectives

The Project objectives are to:

- § Strengthen pro-poor and gender-responsive urban governance and service delivery in 31 Pourashavas of Bangladesh
- § Develop these Pourashavas in an integrated and holistic way both in terms of governance and infrastructure, featured by improved municipal service delivery, financial sustainability, citizen participation, accountability, inclusiveness, transparency and urban development control
- § Roll out application of governance criteria linked with budget allocation to all class A Pourashavas of the country

Said differently, the primary objective of UGIIP III are to promote sustainable human resource development, economic growth and poverty reduction by enhancing municipal management, strengthening capacity to deliver municipal services and improving physical infrastructure and urban services (especially to the poor) in all project-PSs.

To achieve the above ends, UGIIP III will assist these PSs to enhance their capacity to implement, operate, manage and maintain basic urban services; to increase accountability of PSs; and to improve gender and poverty friendly physical infrastructure and urban services.

1.3.1.2 Project scope

Project Scope briefly includes:

1. Municipal infrastructure improved and made climate responsive in target Pourashavas.
2. Community participation, accountability, and financial management systems strengthened with emphasis on gender equality and social inclusion.
3. Project management and administration adequately supported

1.3.1.3 Project Implementation Arrangement

Project implementation arrangements and corresponding management roles and responsibilities under UGIIP III have been meticulously worked out which are portrayed in the matrix below.

Project Implementation Organizations – Roles and Responsibilities

Project implementation organizations/constituents	Management Roles and Responsibilities
MoLGRD&C acting through its LGED, the Executing Agency (lead)	Principal obligations will be to: oversee full project implementation and administration, serve as focal agency to ADB & dev't partners, GoB offices whose coordination, endorsement and monitoring activities are reqd by existing policies or laws. In addition, such obligation would entail approval of subprojects (PD, CE above the authority of PD) in sectors other than water supply and lastly, administer loan disbursements
MoLGRD&C acting through its DPHE, Executing Agency	Functions involve assisting PMO in implementation of the WS&S components, approval of subprojects in WS sector (CE above the authority of PD) & provide support to the PM (DPHE) within PMO
PSs, Implementing Agencies	Implement projects on the ground
Project Management Office (PMO) – Manned by PD (LGED), PM1 (LGED), PM 2 (LGED) & PM3 (DPHE), Coupled with Sr.AEs, AE, AO, SAEs & a number of other technical and general staff	The function of the PMO is to manage, coordinate and monitor project activities. And will remain fully responsible for day-to-day administration and implementation project, liaise with ADB & PSs, Budgeting and financial planning/management, procurement of goods/materials and assist in procurement of works and others Apart from above, the PMO will carry out technical oversight

Project implementation organizations/constituents	Management Roles and Responsibilities
	<p>and provide related support, approve variations, carryout quality audit, monitor and ensure safeguard compliance.</p> <p>Lastly, PMO stands to see to the planning and implementation of all project-relevant Institutional Capacity, Governance, and Community Development activities, largely executed/facilitated through GICD unit. And importantly, the PMO would oversee the implementation of GAPs & PRAPs.</p>
<p>Project Implementation Units (PIUs) [for Window A] – spearheaded by individual Mayors who will, down the road, be assisted/ supported by CEO/ Secretary, EE, safeguard officer, AE (WS) and other junior PS-officers/ staff</p> <p>[PIUs for Window B PSs will be established after the selection of top-performing PSs]</p>	<p>The function of PIUs will principally involve Implementation of day-to-day project implementation in PSs, liaise with PMO, open bank sub-account with bank(s) & make payments to contractors, submit QPRs, submit claims to PMO, etc</p> <p>Simultaneously, in terms of procurement of goods & works, they will: ■ Prepare bid docs for works; ■ Endorse bid docs for works & send for PMO's approval; ■ Advertise NCB packages using e-proc (as possible); ■ Establish bid opening & evaluation committees for civil works contracts; ■ Evaluate bids and submit eval'n reports to PMO; ■ Sign & manage ICB & NCB civil contracts</p> <p>PIU will also: ■ Supervise the contractors & ensure work-quality; ■ Work closely with consultants; ■ Facilitate data-collection for engg design; ■ Prepare progress report on each contract and include in quarterly reports to PMO and as required by PMO.</p> <p>PIU also stands to ensure: safeguard compliance (Resettlement Plans, Environ'tl Mgt Plans) including consultations & disclosure; ■ screen IR/IP impacts; ■ assist & support RP/IPP prep'n of new subprojects; ■ Obtain right of way clearances; ■ submit reports</p> <p>As well, PIU will ■ Implement governance improvement in UGIAP context; ■ Propose training & capacity bldg program; ■ Ensure public outreach; ■ Implement GAP and PRAP</p>
<p>Urban Management Support Unit, LGED</p>	<p>Will: ■ Monitor overall project activities; ■ Sensitize and motivate Window B PSs including dissemination of UGIAP requirements; ■ Assess governance performance of PSs for both Window A & B; ■ Ensure coordination among different projects related to capacity building of PSs; ■ Serve as secretariat of MPRC; ■ Disclose the results of performance eval'n upon endorsement by MPRC</p>
<p>Project Steering Committee: Will comprise ■ Secretary, LGD (Chairperson), ■ LGED, ■ DPHE ■ DoE, ■ ERD, ■ Finance Div, ■ IMED, ■ LGD, ■ MoH & PWD (UDD), ■ MoW&CA, ■ MAB, ■ Plg Comn & ■ Power Division</p>	<p>Functions are to: ■ meet at least twice in a project period or as/ when necessary; ■ Provide strategic guidance and support to the PMO; ■ Ensure smooth implementation of project and resolve critical implementation issues; ■ Ensure compliance with loan covenants as agreed with ADB loan; & ■ Facilitate interagency and interministerial coordination</p>
<p>Municipal Performance Review Committee (MPRC): It will comprise: ■ Secretary, LGD (chair), ■ JS, LGD (Urban Wing), ■ DG, LGD, ■ CE, LGED, ■ Representative, DPHE, ■ Representative, Planning Comm ■ Representative, ERD ■ Representative IMED, ■ ADB representative (observer), ■ Director, UMSU, LGED, (member secy) ■ Project Director, UGIIP-3</p>	<p>MPRC's functions include: ■ Evaluating performance of the PSs against UGIAP, for both Windows A & B., ■ Making decisions whether the towns fulfill the required criteria to proceed to the next phase (Window A) and ■ the ranking and fund allocation (Window B).</p>

ADB= Asian Development Bank, DG= Director General, BWDB= Bangladesh Water Development Board, DMB= Disaster Management Bureau, DPHE= Department of Public Health and Engineering, ERD= Economic Relations Division, GAP = Gender Action Plan, ICB= international competitive bidding, IMED= Implementation Monitoring and Evaluation Division, IP = indigenous people, IPP = indigenous people plan, JS= Joint Secretary, LGD= Local Government Division, LGED= Local Government Engineering Department, MPRC = Municipal Performance Review Committee, NCB= national competitive bidding, PAM = Project Administration Manual, PIU=project implementation unit, PM= project Manager PMO=project management office, PMRC=Municipal Performance Review Committee, PRAP = poverty reduction action plan, RP = Resettlement Plan, UGIAP = Urban Governance Improvement Action Program, WS = water supply,

The planned implementation arrangement as spelled out in the matrix above still holds good and no major changes have so far occurred.

However, changes will be conveyed (if any) as they occur, including pertinent requests to ADB for concurrence (if any).

1.3.1.4 Assessment of the likelihood that the Project Purpose will be met (part or whole) or if whether remedial measures are required based on current project scope and implementation arrangement

Immediate development objectives set a target achievement of 40,000 HHs to have access to piped water supply, 40,000 HHs to have improved SW collection services, holding tax collection to reach 85% level and PS-evolved GAPs to have at least 1% of municipal budget earmarked for implementation. In the present setting, it is strongly believed that these targets will be conveniently achieved as becomes apparent from the project's operational standing.

1.3.1.5 An assessment of changes to the key assumptions and risks that affect attainment of the development objectives:

In the contexts of project purpose, the **Assumption** is that O&M capacity of municipalities is strengthened. An observation on the assumption is that going with the project's stipulation, substantial training in respect of O&M are planned under the project's capacity development perspectives. Simultaneously, UGIAP stipulates the PSs to invariably include specific O&M allocation in the PSs' annual budget and as well ensure their timely use. In addition, introduction of MMT in the PS-set up will ensure execution of routine maintenance of municipal infrastructure in an effective manner. All these are indicative of strengthened PSs in respect of executing proper and timely maintenance of infrastructure and thereby, extend better services to the urban clientele. So, at this stage, it is not felt that any changes in the key assumption is warranted.

1.3.1.6 PROJECT COMPONENTS

UGIIP III comprises the following three principal components:

Component A : Infrastructure and service delivery;

Component B : Urban governance improvement and capacity development; and

Component C : Project management and implementation support.

Component-A: Municipal infrastructures roads, Drains, Sludge management facilities and Solid waste disposal sites etc. will be built, improved & rehabilitated as described below:

- Improved or rehabilitated of 300 kilometers of Roads, • 120 kilometers of drains built or improved, • 120 km of pipes installed or upgraded for water supply with 40,000 individual meters • Slum improvement subprojects are completed in all project towns that have slums • Sludge management facilities built in 10 towns • Final solid waste disposal sites built or improved in 15 towns (total capacity 150 tons/day) • Climate issues considered in designing 80% of subprojects and incorporated if found necessary. • Approximately 10,000 tons of CO₂ emission reduced.

Component B: Capacity of PS in urban service delivery, planning and financial management will be improved through achieving the target as furnished below:

- TLCCs (target: at least 33% women) and WLCCs (target: 40% women) formed in 31 towns by 2015 (baseline: 5 towns).
- Urban master plans developed through gender-inclusive processes are gazetted in 31 towns by 2017 (baseline: zero).
- WCA and PRSI standing committees operational in 31 towns by 2016 (Target: 40% women representation; baseline: zero).
- PDP, GAP and PRAP approved in 31 towns by 2017(baseline: 5 towns).
- Annual O&M plan approved & own budget allocated for implementation in 31 towns by 2017(baseline: 5 towns).
- Computerized tax records & billing system made functional in 31 towns by 2018 (baseline: 18 towns).

[A progress statement showing individual items of Comp A & B are given in a separate matrix]

Component - C: Project management and administration system in place through establishing Project Management Office (PMO) in LGED HQ, Project Implementation Unit (PIU) in each Pourashava level with adequately staffed. Required consulting services both from firms and individuals have been recruited and they are now on board:

1.4 IMPLEMENTATION PERIOD, ARRANGEMENTS AND PROGRESS

Time-expanse of UGIIP III stretches from 1st July' 2014 to June' 2020. The Project stands to be implemented in 3 phases as given below:

Implementation Phases and Period

Phase	Implementation Period	Period	Remarks
1 st	July, 2014 to June, 2016	2 years	Implementation in progress
2 nd	July, 2016 to Dec, 2018	2 years 6 Months	Not due
3 rd	January.2019 to June.2020	1 years 6 months	Not due

Implementation arrangement and set up have been provided in the matrix in section 1.3.1.3 above. However, reiterating, their description are given below in an abridged form.

Central level: EAs for the project are LGED and DPHE. PSC, chaired by the Secretary, LGD, is responsible for reviewing the progress and providing guidance in implementation of the Project. The others on the committee include representatives from LGD, LGED, PC, ERD, Finance Div, IMED, NILG, DPHE, MoWCA, MoPW and 3 LGD-nominated project Mayors. PSC may convene meetings as and when necessary, but at least once every quarter. .

PMO is entrusted with the responsibility of overall project management. Headed by a PD (essentially a senior engineer from LGED), it comprises 3 PMs (2 from LGED & 1 from DPHE). The PMO manages the overall project implementation including:

- ✧ Planning overall project implementation by consolidating plans at the PS level;
- ✧ assisting PSs in implementing the UGIAP and physical works; ✧ procuring, managing and supervising consultants hired under the project;
- ✧ monitoring and supervising project implementation;
- ✧ ensuring compliance with assurance, including safeguards; and
- ✧ preparing and submitting reports, including progress reports and the completion report.

Existing central UMSU & RUMSUs keep providing standard training modules to PSs in close coordination with PMO vis a vis GICD.

Eyeing to ensure a transparent and fair performance-assessment & eventual performance-based fund allocation, MPRC remains responsible for assessing the participating PSs. UMSU is tasked with functioning as the secretariat of MPRC in such assessment. SE (Urban Mgt.), LGED acts as UMSU's Director. Addl. CE (Urban Mgt.) coordinates the project activities under the overall guidance of the Chief Engr., LGED.

PS Level: PIUs have been established in each project-PS to implement the UGIAP and physical works. Each PIU is headed by the PS Mayor, assisted by the CEO and other officials. Each PIU includes three sections:

- (i) the infrastructure improvement section (IIS) headed by the EE (A class PSs) /AE (B class PSs);
- (ii) the urban governance improvement section (UGIS) headed by the Secretary; and
- (iii) the environmental, sanitation and slum improvement section (ESSIS) headed by the Health Officer.

The PIU stands for

- a. implementing GI activities specified in UGIAP, including evolving PDP;
- b. implementing physical works, preparing bid documents, including procurement & supervision of contractors with support from the PMO and consultants, ensuring safeguard compliance and
- c. preparing annual work plan & progress reports.

Each PIU has been staffed with AOs to manage financial transaction including recording, preparation of liquidation statements, etc. In addition, PMO deployed some engineering staffs to PIU subject to availability & capacity of PS in the planning & implementation of the subprojects.

1.5 CONSULTING SERVICES

Under UGIIP-III the following 5 packages of consultants have been procured. Their description are given in the following sections.

MDS Consultants:

MDS pckg (headed by an Intl TL) has 2,784 PM (36 Int'l & 2076 Nat'l Consultants, 324 NS (non-key expert) and 348 support staff [Note: the aggregate nrs and person-months differ from the PMP-provided ones]. It supports the PIUs in engineering design, bid management (mgt) and supervision of physical works. It also remains responsible for safeguard measures for environmental management, rehabilitation and resettlement. Contract agreement for MDS services was signed on 12 March, 2015 between JV partners and LGED. MDS team is working on a continuous basis to meet the pertinent project requirements in term of quality, quantity and time-frame, albeit the scenario involves significant key staffs replacement and mobilization-delay. MDS team's comparative scenario are as well given in the table below.

Inputs of Professional Staff (MDS) –up to March'16

Sl. No.	Position	As per Contract		Person month Consumed	Person month still left
		Qty	Person month		
A. PMO LEVEL					
(a) International Consultant					
1	Internat'l TL (Infrastructure Splst)	1	36	9.23	26.77
Sub-Total (a):		1	36	9.23	26.77
(b) National Consultants					
2	DTL (Senior Municipal Engr)	1	42	9.97	32.03
3	Sr. Water and Sanitation Engr	1	36	9.50	26.50
4	SWM Specialist	1	36	6.00	30.00
5	Architect	1	24	2.40	21.60

Sl. No.	Position	As per Contract		Person month Consumed	Person month still left
		Qty	Person month		
6	Sr. Structural & Design Engr.	1	36	3.73	32.27
7	Hydrologist	1	6	0	6.00
8	Quality Control Engr	2	80	19.28	60.72
9	Drainage Engr	1	40	8.90	31.10
10	Training Engr	1	40	9.87	30.13
11	Procurement & Contract Mgt splst	1	36	11.11	24.89
12	National Resettlement Specialist	1	40	8.50	31.50
13	Regional Resettlement Specialist	3	120	25.60	94.40
14	National Environmental Specialist	1	40	7.17	32.83
15	Regional Environmental Splst	3	120	2.23	99.77
16	Municipal Engr (for PIU)	31	1240	258.67	981.33
17	Economist	1	40	9.93	30.07
18	Unallocated (TBM)	-	100	0	0
Sub-Total (b):		51	2076	410.86	1565.14
(c) National Staff (non-key experts)					
18	Jr. Structural and Design Engineer	1	36	9.56	26.44
19	Jr. Water and Sanitation Engineer	1	36	8.00	28.00
20	Auto CAD Operator	2	84	18.63	65.37
21	Cost Estimator	2	84	19.50	64.50
22	Quantity Surveyor	2	84	19.20	64.80
Sub-Total (c):		8	324	74.89	249.11
(d) Support staff					
Office Manager		1	44	11.40	32.60
Computer Operators		3	132	26.47	105.53
Office Assistants		2	88	19.83	68.17
Photocopy Operator		1	44	9.93	34.07
Cleaner		1	40	3.00	37.00
Sub-Total (c):		8	348	70.63	277.37

In totality, the MDS team has, by and large, congealed into a work force and has gained momentum in addressing the infrastructure development elements included under UGIIP III. At some points in time, there had been certain turn-over issues which warranted replacement of a few specialists/consultants owing to their leaving the job for different reasons. However, the consortium and PMO have been alive to the situation and took appropriate steps to effect such replacement at the very earliest, hence apparently, no serious interruption occurred to the flow of work, both in terms of quality and quantity.

However, to increase the pace of work and as well, to see to the adherence to the specified standards in the implementation of physical infrastructure, it is generally felt that there is some need for the team to pour in some extra efforts which will only stand to help in timely implementation of different individual components in the 31 project PSs.

All said, the PMO feels that the MDS team will be able to adequately assist in the timely implementation of the project and down the road, the PMO is extending requisite guidance to the team as and where needed.

During this quarter, the Team Leader has resigned and left the Project. The consortium has been requested to propose immediate replacement.

GICD Consultants:

GICD (Governance Improvement and Capacity Development) team is stipulated to support the PIUs in Implementing UGIAP through capacity development, community mobilization (com mob) and other facilitation activities. Headed by a TL, each of the four regions (Mymensing, Comilla,

Magura & Bogra) have four RCs in charge of urban planning, municipal finance, community mobilization and IT specialized services.

The package would include engagement and management of the UGIAP promoters named Local Capacity Development Associates (LCDA) at a rate of two for each PS (for municipal finance & community mobilization) except two B-Category PSs where LCDA in planning discipline is also proposed.

GICD contract agreement was signed on 12 March, 2015 between JV partners and LGED.

The team has ever since been working with the project PSs with the objective of guiding and keeping up with the implementation of GICD activities/programs at the PS-level eyeing to hand-hold and oversee the PSs' remaining on track conforming to the project plan. .

GICD team's comparative scenario are as well given in the table below.

GICD Teams person-month scenario up to March 2016

Sl. No	Position	As per Contract		Person-month consumed (up to Q7)	Person months Unused (up to Q7)
		Qty	Person Month		
A. Key Experts					
1	Team leader (senior Governance Specialist)	1	40	12	28
2	Dy. Team Leader (Capacity Development Specialist)	1	48	11	37
3	Community Participation & Inclusive Dev't specialist.	1	40	5	35
4	Municipal Taxation & Financial Specialist	1	40	7	33
5	Training Specialist	1	40	9	31
6	Sr. IT Specialist	1	40	12	28
7	Regional Coordinator	16	640	164	476
Sub-Total : A		22	888	220	668
B. Non Key Experts					
1	Local Capacity Development Associates (CM,MF & TP)	54	2592	585	2007
Sub-Total: B		54	2592	585	2007
C. Support Staff					
A. PMO Level					
	Office Manager	1	48	12	36
	Computer Operator	2	96	23	73
	Office Assistant	2	96	20	76
	Cleaner	2	96	24	72
Total (A):		7	336	79	257
B. Regional Level					
	Computer Operator	4	160	46	114
	Office Assistant	4	160	48	112
Total (B):		8	320	94	226
Sub-Total (A+B):		15	656	173	483
Grand Total (A+B+C):		91	4136	978	3158

GICD performs a wide spectrum of works and its pertinent activities relate to governance improvement and capacity development elements of the project PSs. In the process, the PSs on their turn carryout a certain array of UGIAP-coined activities which, through improvement in different service-provision areas, would enable them achieve different performance criteria at specified stages and eventually they would graduate to subsequent project phase.

Eversince induction, the GICD team has made efforts of solidifying the team, mobilize its field personnel stationed at specified central locations at district levels and get them deliver the planned assistance at the PS level, both as facilitator and as well as doer. Their tasks principally centre around the core UGIAP activities.

Detailed elaboration of their works to date could be seen in a dedicated section further down the report.

Reflecting on their performance to date, the team has apparently been on the right track. However, it is felt that further acclimatization of the workers at the lowest tier may need to be more profoundly carried out where the specialists at the apex of the team could play a significant role. It goes without saying that it is the local level associates vis a vis men at the lowest tier are most directly interacting with the PS personnel. Hence more equipped they are with the right kind of orientation on the doables, better would be the outcome in conformity with GICD's assigned tasks.

Benefit Monitoring and Evaluation (BME):

Benefit Monitoring and Evaluation (BME) team comprises 4 (four) individual consultants who have been engaged to congeal into a team. Scope of work of the BME team is to assist the PMO in establishing a result-based monitoring and evaluating system for the project, including:

- identifying appropriate indicators and target
- establishing a system to collect and compile data
- ensuring quality of data collection and compilation
- assessing and analyzing the collected data, and
- producing reports at different intervals vis a vis at specific time-points..

BME team is expected to formulate and organize their reports in a way that will help the EA and the development partners to get a measure of project benefits and as well, to see if the project is moving on the right track as stipulated in the design

Given below is a depiction of the deployment of individual BME Specialists and their person-month utilization to date (up to 6th qtr).

BME specialists and their person-month utilization up to March'16

Sl. No	Position	As per Contract		Person-month consumed (up to Q7)	Person months Unused (up to Q7)
		Qty	Person Month		
1	Sr BME Specialist and Team Leader	1	60	12	48
2	Evaluation Specialist	1	60	12	48
3	Monitoring Specialist	1	60	12	48
4	Data Analyst	1	60	12	48
Total		4	240	48	192

The BME team members, individually and collectively, have been performing well in conformity with the requirements of the project and as well in adherence with their individual ToRs. It goes without saying that specialists diligently fetched a wide array of PS-related information/data directly from the PSs. Along the road, they accessed the 10 BMS reports (prepared during the PPTA) and as well, individual PDPs. Put together the team has compiled a formidable and large data base on the project PSs.

Socio-economic benchmark survey of 21 remaining PSs has already started. Consequent upon its completion, more primary data will have been available to further consolidate the data base.

Finally stating, the process of expanding the database to capture more data/info is a dynamic process, hence stands to continue. Importantly, a project specific BME framework in line with the project DMF has also been evolved through substantial series of efforts. Inasmuch, the team carries out certain special functions for the project as asked for by the project management.

In fine, the BME teams works to date (reiterating) have apparently been found to be satisfactory and on track. Importantly, the role and significance of the BME team will progressively rise as the

project keeps implementing its development programs and simultaneously, the benefits to be harvested from them becomes more and more visible.

Performance Monitoring and Evaluation (PME):

PME team that consists of six individuals is headed by a senior national consultant. The team's work entails:

- Supporting the PMO in monitoring, evaluating (including rating) the performance of individual PSs in line with UGIAP requirements.
- Providing support to LGD, LGED and MPRC in strengthening performance-monitoring.
- Inasmuch, providing relevant data/info to the LGD vis a vis Ministry in connection with budgetary process of allocating block grants to PS, and as well, other policy issues in the urban sector.
- In essence, at the apex of the team, the TL is stipulated to examine and report to MPRC through UMSU ensuring governance reforms in PSs.

Other consultants, individually engaged to exclusively support the PMO, under this pckg are:

- Public Campaign/ Media Consultant :to support the PMO in planning and implementing public campaigns on local governance reforms
- Performance Monitoring and Evaluation Specialist: to assist the TL for performance rating;
- Data Analyst: to assist in preparing and assembling data received from participating PSs in connection with UGIAP implementation;
- Training Specialist: to provide required training to relevant PS officials
- Financial Management Specialist: to assist the TL in compiling municipal finance related data generated from UGIAP implementation.

As well, they support the PMO and PIUs in establishing internal control and checking.

The team, to date, collected relevant information from field visits and compiled them in a required manner for subsequent use. Inasmuch, the team has convened workshops at regional offices for orientation on UGIAP under Window B PSs. .

Manpower deployment and their usage to date are shown in the table below.

PME specialists and their person-month utilization up to March'16

Sl. No	Position	As per Contract		Person-month consumed (up to Q7)	Person months Unused (up to Q7)
		Qty	Person Month		
1	Sr Performance Monitoring & Evaluation (PME) Specialist	1	54	8	46
2	Monitoring & Evaluation Specialist	1	54	10	44
3	Data Analyst	1	54	12	42
4	Media, Publication and Documentation Expert	1	54	12	42
5	Training Specialist	1	54	00	54
6	Financial Management Specialist	1	54	10.5	43.5
	Total	6	324	52.5	271.5

PME team's performance to date has been found to be in conformity with the ToR. Individual consultants are delivering their own part of deliverables

The PME team, supplemented and complemented by the GICD, keeps a close track on the project PSs' compliance with the UGIAP requirements. As of now, its eyes remain set on the PSs' doing enough to meet the intermediate 'cut-off-point' requirement in respect of UGIAP so as to enable them graduate to the 2nd phase of the project. Inasmuch, it also acts in the 'watch-dog'

role for the PMO and importantly, through its reports, it sends in early warning signals to the under-performing and laggard PSs warranting them catch up with the project requirements. In addition, it has done and is as well doing the assessment and monitoring works for the prospective window-B PSs who contemplate getting project assistance from UGIIP III consequent upon their meeting a separate set of UGIAP requirements.

Concluding, the team is apparently functioning in conformity with the project requirement.

GENDER DEVELOPMENT AND POVERTY ALLEVIATION (GDPA):

GDPA team comprises three individual consultants who have been engaged to work as a team. The team's scope of work entails:

- ☛ Preparation of action plan for
 - enabling participation of women and poor in the decision-making process at PS-levels
 - making the pouura-development process substantially women and poor-friendly
 - ensuring harvesting of demand-based benefit by the women and poor from pouura-development undertakings
- ☛ Constituting and making functional the women-led SICs in the project-approved PS slums
- ☛ In respect of above stated activities/elements, monitor and see to the formulation and functioning of the appropriate PS-standing committees at the PS level
- ☛ Pursue, motivate and oversee the allocation and use of GAP and PRAP budgetary provision from individual PS's revenue budget.
- ☛ Production of regular and specific GDPA reports at different times for the PMO and development partner(s).

GDPA specialists and their person-month utilization

Sl. No	Position	As per Contract		Person-month consumed (up to Q7)	Person months Unused (up to Q7)
		Qty	Person Month		
1	Sr Gender Dev't & Poverty Alleviation Specialist	1	60	12	48
2	Jr Gender Development Specialist	1	60	12	48
3	Data Analyst	1	60	7.5	52.5
Total		3	180	31.5	148.5

The GDPA team carried out a wide spectrum of activities that includes:

- Orientation on preparation of GAP and as well, their subsequent implementation parameters.
- Orientation on preparation of PRAP and their subsequent implementation modalities.
- Preparation of database on the extent of gender-friendliness of existing municipal infrastructure (through collection of secondary data/info from the PSs)
- Initiated training/sensitization of urban dwellers (with assistance of councilors) on the areas of conducting courtyard meeting embracing the areas of municipal infrastructure, IGAs, health & hygiene, participation in municipal development forums and developing awareness on the rights and responsibilities of women folk, etc.
- Monitoring formats for GAP implementation encompassing a wide range of gender-related development issues were evolved and transmitted to the PSs for transmitting quarterly data/info.

- Preparation of a dynamic database on GAP-allocation from PS-revenue budget and concomitant expenditure for different GAP facets.
- Program has been evolved for PRAP implementation, preceded by formation of SICs and other pertinent requirements.

In addition, the team also prepares specified reports as and when asked by the PMO.

In respect of performance, each individual consultant under GDPA unit has been performing well consistent with the ToR and as well, project requirements.

1.5 Procurement of Goods and Works.

Goods

Procurement of goods, conforming to the provisions of the DPP and inasmuch, PAM-stipulations, forms an important part of project activities. The procedure essentially involves ICB, NCB and shopping – all done on the merit of the procurable, package/lot size and the considerations of urgency and as well, proprietary nature of such component/element.

Going by the DPP, a list of procurable items and achievement to this time-point are given in the matrix below in an abridged form.

(In all these cases, PD,UGIIP III is the procuring entity)

Entity (for whom procured)	Item	QTY	Procurement Method (ICB/NCB)	Awarded amount excl. CD,VAT (BDT Million)	Actual cost (BDT Lakh)	Remarks
PMO	Vehicle/Logistic & Other Eqp					
	Cross-country vehicle	4	ICB	9.668	9.668	
	Sub-total (PMO)			9.668	9.668	
30 PIU	Equipment					
	Desktop computer with peripherals	130	NCB/Shopping	8.126		
	Twin cab pick-up	31	ICB	75.35	75.35	
	Sub-total (PIU)			83.476	75.35	
PIU	Vehicle/Eqp for PIU (under Investment budget)					
	Roller (1.5-3.0 T)	30	ICB	62.99		
	Garbage dump truck (1.5-2.0 T)	50	Ditto	35.35		
	Garbage Dump Truck (3.0 T)	10	Ditto	15.95		
	Hydraulic beam lifter	12	Ditto	39.99		
	Sub-total (PIU)			154.28		
Total Value of Goods Procurement				247.334	85.018	

It may be noted here that the process of procurement is still on since the project is yet in its starting vis a vis 1st phase. The above matrix provides a snap-shot picture covering QPR 7 time-period. Notably, the developments against given targets in the DPP and the PAM is in a dynamic state and will progressively be reported in the QPRs .in a project-chronology.

A further detailed report on the procurement process entailing goods and equipment has been provided in a section further down the report (Annex-3,4)

2. BRIEF SUMMARY ASSESSMENT OF PROGRESS

As stated in an earlier section, the project has 3 (three) components. They are:

- **Component A** : Improved municipal infrastructure, essentially making them gender and climate responsive
- **Component B**: Governance Improvement and Capacity Development
- **Component C**: Project Management and Implementation Support

In reiteration, the project's implementation are carried out by different set-ups of which GICD and MDS are more broad-based than others. . Notably, as mentioned earlier, procurement of goods, logistics/equipment are exclusively implemented by the PMO directly. GICD and MDS extend all necessary support to the PMO in the overall execution of project activities vis a vis components.

Now prior to reflecting on the activities and consequent progress made by GICD and MDS, it is also worth pointing that there are three other entities who are providing a range of support to the PMO in the project's implementation. They are PME, GDP and BME. A brief reflection on each of these 5 entities, including GICD and MDS, have already been portrayed in an above section including reflections on their performance.

Narrated below are depiction of the progress and activities surrounding important project components:

Component A

**Improved Municipal Infrastructure,
essentially making them gender and
climate-responsive**

2.1 Component A: Improved Municipal infrastructure, essentially making them gender- and climate-responsive.

UGIIP stands to support and provide fund to the project-PSs through two windows, namely A & B. Window. The 30 preselected project towns will be funded for infrastructure improvement through window A which will be channeled in phases, subject to their meeting specified UGIAP requirements set forth for such entry. The maximum receivable amount for each PS will mainly depend on its population and as well, based on actual need and absorption capacity. Tentatively, the split will be: 20-25% of total available fund for phase 1, 60% for phase 2 and remaining 15-20% for the ultimate phase 3. This phased approach will ensure motivation for continued governance reform while creating tangible development impacts in an integrated and holistic manner. Building upon the success of earlier phases, the performance-based budget allocation will be rolled out to all class A PSs under Window B.

Implementation packages, essentially termed sub-projects, will essentially follow prior selection procedure which will generally adhere to the priorities set by each PS. The project will focus on key infrastructure such as roads, drainage, water supply and sanitation (including septage management), SWM, municipal facilities, namely kitchen markets, bus/truck terminals, community centers, slaughterhouses, street lighting, river bank-improvement, landing stations, etc) and slum improvements (all these elements are briefly described below).

Component - A will comprise:

Urban Infrastructure and Service Delivery: The output will include developed infrastructure and improved service delivery, including urban transport, drainage, SWM, WS, sanitation, municipal facilities, and a range of basic services to the poor slum-residents. The subprojects (selection based on a set criteria) in each PS will be identified through participatory urban planning, endorsed by respective TLCCs. Allocation of fund to a PS will be directly linked to the progress the ULB makes on governance improvement through its meeting UGIAP requirements. The spectrum of urban infrastructure and service delivery will essentially include the following:

Urban transport (Road)

Urban transport subprojects will eye to alleviate traffic congestion and develop access to economic opportunities and social services. Areas of Investment entail: ■ construction/ repair/ rehabilitation/ expansion of PS roads, traffic junctions and foot ways ■ rehabilitation /improvement of bridges and culverts ■ development of boat landing stations (Ghats) and ■ procurement of equipment for routine maintenance, traffic management and road safety.

Drainage

Drainage subprojects seek to mitigate water-stagnation/ water logging and deluge so as to improve urban environment and public health. Investments will include ■ repair/ rehabilitation/ expansion of existing drainage systems ■ construction of new drains; and ■ procurement of equipment for maintenance. Drainage sub-projects should normally be supported by town master plan (where available). Besides, all drains selected for inclusion will need to have well-defined outfall. The components shall conform to the project-stipulated subproject selection criteria.

SWM

SWM subprojects aim to introduce or improve the existing system of collecting, segregating and disposing solid wastes with the objective of bringing about a clean urban environment and public health. Investment will be used for: ■ procurement of collection and disposal equipment including

those for treatment ■ construction of storage, treatment, and safe disposal facilities and ■ support to CBOs for house-to-house collection.

For SWM sub-project, a user charge will be set up and charged for house to house collection while, prior to that, an 'ability to pay' survey will be carried out regarding the pragmatism and affordability of the dwellers to pay the said charges. Sanitary landfill will need to conform to the environmental requirements of the country, while for composting plant, a study shall be carried out by the PS to establish marketability of the relevant products.

Water Supply (WS)

Water Supply subprojects aim at expanding service area and improving service quality for better access to safe drinking water. Planned investments include: ■ rehabilitation of piped WS systems ■ reduction program of non-revenue water ■ construction/ rehabilitation/regeneration of production wells ■ procurement of meters and their installation as a part of introducing volumetric water billing ■ expansion/restoration of WS networks; and ■ construction of IRPs/SWTPs/ OHTs ■ Improvement /establishment of better O&M practices for the town WS system. Major works include source augmentation and expansion of trunk mains if found deserving and technically feasible. In all cases, specified EIRR and FIRR parameters set forth in the selection criteria would need to be satisfied. The PS will need to establish separate account for the PWSS as specified by GoB. Inasmuch, water quality will need to conform to GoB standards.

Sanitation

Efforts under sanitation component will attempt improving access to safe sanitation and public health. Funds stand to be channeled for: ■ public and community sanitation facilities; ■ procurement of equipment for maintenance and sludge disposal at onsite facilities; ■ construction of sludge disposal facilities; and (iv) awareness campaign for better hygiene. Sanitation subproject(s) will have to conform to the prescribed subproject selection criteria

Municipal facilities

The spectrum of Municipal facilities will call for enhancing economic potential and improving urban amenities. In that direction, the related Investments encompass development, rehabilitation and expansion of: ■ truck/bus terminals; ■ kitchen markets ■ slaughter houses; ■ municipal / amusement parks; ■ street lighting; ■ Areal improvement including urban landscaping and river bank/water body improvement, etc; ■ construction of community centers, ■ A piloting of the construction of ward councilor office shall be done in each PS (land to be provided by the PS). The related subprojects will need to conform to the project's subproject selection criteria

Basic services for the poor slums

Urban slums remain at the forefront of municipal infrastructure provision under UGIIP III. Such basic services contemplate improving the living conditions for slum-residents. The improvement façade entail: roads, drains, footways, WS, sanitation, SWM and area lighting (their identification stands to be done through PRAP-formulation). [Notably, UGIIP III may not fund relevant elements should a PS get similar assistance from other projects]

SICs, adequately trained, will be responsible for O&M of the infrastructure so built. SIC focus on activities in slum areas, while CBOs work outside slums and may include components for the poor outside of slums. Piloting shall be done for low cost housing for the slum-poor. The relevant components will conform to the project's subproject selection

Operation and Maintenance (O&M)

O&M of physical infrastructure components will be carried out by the PS, SICs and CBOs. A well-drawn out O&M plan for the PS-infrastructure will need to be evolved by the PS with adequate support of the PMO and the consultants who would extend required training on O&M aspects of infrastructure along with formulation of relevant manuals.

Vehicles and Equipment

Adequate vehicle/equipment/logistics for implementation of subproject are contemplated to be procured under the project which would be carried out by the PMO through adhering with standard norms and procedures.

Infrastructure Implementation Activities

Responsibilities for above stated infrastructure-relevant elements mainly lie with the PIUs. And MDS consultants are assigned to play a wide range of assistance-provision roles in the stated implementation spectrum. It is worth noting that the last of above stated items i.e. Vehicles and Equipment involve their scheduled procurement which is solely carried out by the PMO.

Coming back to the MDS-assignment, their doables vis a vis scope of work in respect of Component A (spanning management support and Design & Supervision) are provided below in an abridged form.

Activities Related to Management Support: Included are: ■ Assisting PMO and the PIUs on overall project management by setting up procedure for management and monitoring of the project activities ■ Assisting PMO and PIU in the preparation of annual work plan, O&M Plan, implementation and monitoring of the same ■ Assisting PMO in the preparation of Sub-project Agreement and Subsidiary Loan Agreement ■ Maintain close liaison with other consultancy services and develop team work spirit ■ Undertaking any other assignment asked for by the PMO.

Activities Related to Design and Supervision: It includes: ■ Conducting physical survey as well as development and preparation of initial baseline infrastructure database ■ Identifying and prioritization of Sub-projects ■ Conducting technical, economic, financial, environmental and social assessment of Sub-projects as per sub project selection criteria ■ Ensuring environmental and social safeguards according to requirement of GoB and ADB ■ Preparing detailed drawings, design and bid documents, assisting PIUs for tendering and evaluation of works ■ Supervising and managing contractors, with adherence to specifications with strict quality control ■ Preparing and introducing O&M plans and providing training for implementation O&M Sub-project ■ Preparing contract document for procurement of goods for the use of PMO and PIU's and assisting PMO/PIUs in the process of tendering and evaluation ■ Preparing environmental sub-projects following the selection guidelines prepared under the project ■ Preparing Topographic Map and Drainage Master Plan by engaging sub-contractors ■ Conducting survey for water supply leak detection (sub-contracting) and preparing rehabilitation sub-project ■ Introducing classification of PS road system for efficient maintenance and operation planning ■ Providing training to PIU staff regarding bid management, quality control and timely completion of works, safe guard and environmental issues ■ Exploring the possibility of introducing e-procurement at the PS level, as appropriate ■ Providing training to contractors to comply with all requirement of the bid documents.

Works and activities under Component A

In the face of a substantial array of activities contemplated under the project Component A, a pertinent narration has been provided above wherein the doables have been named in brief. MDS consultants are required to play a significant and elaborate role in this perspective. Their deliverables are significantly linked with the preparation and implementation of the urban infrastructure component.

In the above narrated context, broad components wise progress made (physical elements) up to the end of the quarter ending 31 December 2015 are progressively sequenced below, both in descriptive as well as in tabular form.

Urban Transport – Road.

Keeping track with the requirements of road infrastructure implementation, the works outlined in the ToR includes (not exhaustive): ✦ physical survey of the road alignment ✦ ensuring prior execution of technical, economic, financial, environmental and social assessment of Sub-projects specified selection criteria ✦ ensuring environmental and social safeguards requirements ✦ preparing detailed drawings, design and bid documents ✦ assisting PIUs for tendering and evaluation of works ✦ Supervising and managing contractors, with adherence to specifications with strict quality control ✦ O&M plans and extending relevant training ✦ assisting PMO/PIUs in the process of tendering and evaluation ✦ Providing training to contractors to comply with all requirement of the bid documents.

The aggregate progress in a summed up form are given in the matrix overleaf. Notably, this would show only an aggregate scenario (project progress in percentage and financial progress in quantitative terms, while detailed picture are provided at Annex-1

Program and Progress of Physical Works – Road under Urban Transport (UGIIP III)

Sl Nr	Name of Component	Status of Work	Unit	1 st Phase Target		Progress/ Achievement		Remarks
				Qty	Cost (BDT Million)	Physic al (%)	Financial (BDT Million)	
From ADB fund:								
1	Road Improvement	Contract awarded	Km	303.37	1810.993	34%	615.00	
		Bidding	Km	49.16	234.67			Evaluation in progress
Sub-Total				352.53	2045.663		615.00	
From OFID fund:								
1	Road Improvement	Contract awarded	Km	51.74	326.23	45%	137.28	
		Bidding	Km	19.88	50.59			Evaluation in progress
Sub-Total				71.62	376.82		137.28	
From GoB fund:								
1	Road Improvement	Contract awarded	Km	4.16	61.28	0%	0	
Sub-Total				4.16	61.28		0	
Grand Total				428.31	2483.763	36%	752.00	

Drainage

Drainage improvement/development constitutes a major task in the project works-gamut as stated in the DMF where the Impact-specific puts it as a major goal for the project-PSs to achieve Model Town status which names the target as “Features of a Model Town achieved core urban areas free from waterlogging”. Understandably, significant weightage has been placed on the Drainage component which can help achieve the “model Town” aspirations.

In keeping with the targets of Drainage infrastructure development, the ToR outlines entail (not exhaustive) : ✦ Identifying and prioritization of Drainage Sub-projects ✦ physical and hydrological survey to decide on drainage catchment and disposal requirement (somewhat rephrased) ✦ ensuring prior execution of technical, economic, financial, environmental and social assessment of Sub-projects specified selection criteria ✦ ensuring environmental and social safeguards requirements ✦ preparing Topographic Map and Drainage Master Plan by engaging sub-contractors ✦ preparing detailed drawings, design and bid documents ✦ assisting PIUs for tendering and evaluation of works ✦ supervising and managing contractors, with adherence to specifications with strict quality control ■ O&M plans and extending relevant training ✦ assisting PMO/PIUs in the process of tendering and evaluation ✦ Providing training to contractors to comply with all requirement of the bid documents.

Program & Progress of Physical Works – Drainage under Urban Transport (UGIIP III)

SI N r	Description of Work	Status of Work	Unit	1 st Phase Target		Progress/ Achievement		Remarks
				Qty	Cost (BDT Million)	Phy sical (%)	Financial (BDT Million)	
From ADB fund:								
1	Rehabilitation/repair/ re-construction of existing roadside and outfall drains and Construction of new drains	Contract awarded	Km	76.36	931.31	34%	304.57	
		Bidding	Km	6.87	47.47			Evaluation in progress
Sub-Total				83.23	978.78		304.57	
From OFID fund:								
1	Rehabilitation/repair/ re-construction of existing roadside and outfall drains and Construction of new drains	Contract awarded	Km	16.07	213.22	45%	93.82	
		Bidding	Km	6.19	63.51			Evaluation in progress
Sub-Total				22.26	276.73		93.82	
From GoB fund:								
1								
Sub-Total								
Grand Total				105.49	1255.51	36%	398.39	

Solid Waste Management (SWM)

The conceptualization and incorporation of SWM into the project investment program of UGIIP III were done eyeing to introduce and strengthen the particular service element. This is an attempt to raise the project PSs to a level of Model Towns that essentially warrants the presence of a standard and effective SWM system in the urban milieu.

SWM subprojects aim to put in place or further improve the existing system of collection, segregation and disposal of solid wastes with the objective of bringing about a clean urban environment and public health. Investment will be used for:

- ❖ procurement of collection and disposal equipment including those for treatment
- ❖ construction of storage, treatment, and safe disposal facilities and
- ❖ support to CBOs for house-to-house collection.

The area of solid waste management comprise, starting from collection from primary point, transport to transfer stations and finally disposing them onto specified disposal ground i.e. an essentially sanitary land-fill.

The whole process involves the MDS team's assisting individual PSs to organize the entire process at a defined time sequence and frequency, and following the set norms. The process in entirety include (not exhaustive):

- identifying the solid waste load of the PS and quantum of disposal need, especially in the core area [Note: non-core areas under a PS still retains a rural character and establishing as regular solid waste removal system may not be feasible]
- deciding on using 3R practice and arrive at the quantum of SW that will eventually go to the final disposal site with the use of intermediary transfer stations
- a stock-taking of the SW collection and transportation fleet of the PS and in the light of actual requirement, decide on the further-addition/procurement parameters under the project.
- Streamline and in consultation with the conservancy section of the PS, work out the manpower and fleet-use parameters to finally evolve an efficient SWM system for the PS.

In addition to above (somewhat reiterating), specific tasks include:

- Apart from collection and transportation equipment/logistics, decide on the treatment type and equipment needed which would be recommended for procurement (the PMO, however, have zeroed in on a generic procurement list of relevant equipment/logistics, which is already in progress)
- Assist in identifying and initiating a land acquisition process for getting additional and new land (as and where apply) for further development into technically acceptable disposal ground/landfill
- Support CBOs in house to House collection (CBOs will need to be formed and existing ones to be effectively functional. However, UGIIP III may not be instrumental in their formation.

Note: As contemplated, SWM investments will be made only in the 2nd phase. However a wide array of pertinent and preparatory activities as precursor to eventual physical implementation warrant being carried out. They include identifying appropriate lands for development as waste disposal ground, stock-taking of current waste collection and transportation fleet, social safeguard check-ups pertaining to people's agreement to establishment of dumping ground, identification of current practice, present service domain and importantly sensitization of the urban dwellers and quite a few others.

However, in this stage survey and Land acquisition work is in progress.

Water Supply (WS)

Water Supply system of a town literally forms its life-line. Known it is that from the time immemorial, by and large, a city grew alongside a perennial source of potable/sweet water, be it a river or a sizeable lake or the presence of an abstract able ground water aquifer. Likewise, any urban development effort will call for building or putting in place a systematic and efficient water supply system.

Under UGIIP III, water supply subprojects aim at expanding the service area and improving service quality for better access to safe drinking water by the urban dwellers.

Planned investments include:

- rehabilitation of piped WS systems
- reduction program of non-revenue water
- construction/ rehabilitation/regeneration of production wells
- procurement of meters and their installation as a part of introducing volumetric water billing
- expansion/ restoration of WS networks; and
- construction of IRPs/SWTPs/ OHTs
- Improvement /establishment of better O&M practices for the town WS system.

Major works include source augmentation and expansion of trunk mains if felt appropriate, deserving and technically feasible. In all cases, specified EIRR and FIRR parameters set forth in the selection criteria would need to be satisfied.

The PS will need to establish separate account for the PWSS as specified by GoB. Inasmuch, water quality will need to conform to GoB standards.

In the stated contexts, rephrasing the ToR of the MDS consultants, the doables by them in Water Supply milieu includes (not exhaustive):

- ❖ Conducting physical survey as well as initial baseline survey of the existing WS system, its components like pipe line, source of supply, OHTs, IRPs/SWTPs, etc.
- ❖ Identifying water quality parameters and treatment required to make it safe as per BD std.
- ❖ Identifying and prioritization of Sub-projects to include, as required, restoration of WS pipe lines, rehab/construction of TPs, OHTs, installation of water meters (to introduce volumetric water bill payment
- ❖ Conducting survey for water supply leak detection (sub-contracting) and preparing rehabilitation sub-project
- ❖ Conducting technical, economic, financial, environmental and social assessment of Sub-projects as per selection criteria and ensuring compliance with UGIIP III's environmental and social safeguards requirements
- ❖ Preparing detailed drawings, design and bid documents, assisting PIUs for tendering and evaluation of works
- ❖ Supervising and managing contractors, with adherence to specifications with strict QC
- ❖ Preparing and introducing O&M plans

The investment plan of UGIIP III for WS has not yet been drafted

In respect of Water supply component, it is worth pointing that it has not been included in the 1st phase. So physical progress in respect of activities like laying of distribution mains, erection of SWTP/IRP, OHT and metering, etc are yet to start.

However, in respect of their implementation during 2nd and 3rd phase all survey; analyses of situation, précising requirements and subsequent design, etc are needed to start forthwith. Hence progress on those fronts may be documented and reported.

Sanitation

Sanitation contemplates escalating dwellers' access to safe sanitation and public health. UGIIP III fund are planned to be channeled for:

- public and community sanitation facilities
- procurement of equipment for maintenance and sludge disposal at onsite facilities;
- construction of sludge disposal facilities; and
- awareness campaign for better hygiene.

In this stage no sub-project has been taken

Municipal facilities

The gamut of Municipal facilities, on top of major elements like roads, drains, water supply, SWM, etc, essentially include rehabilitation/expansion/construction of :

- ✦ truck/bus terminals
- ✦ kitchen markets
- ✦ slaughter houses
- ✦ municipal / amusement parks
- ✦ street lighting
- ✦ areal improvement including urban landscaping and river bank/water body improvement, etc
- ✦ construction of community centers
- ✦ A piloting of the construction of ward councilor office shall be done in each PS (land to be provided by the PS).

Progress in a tabular form up to end-March'16 in terms of extent are given in the following table in percentage and financial progress in absolute monetary terms

Program and Progress of Development of Municipal Facilities under UGIIP III

Sl Nr	Description of Work	Status of Work	Unit	1 st Phase Target		Progress/ Achievement		Remarks
				Qty	Cost (BDT Million)	Physica l (%)	Financial (BDT Million)	
From ADB fund:								
1	Street light/pole	Contract awarded	Nrs	56	12.26	70%	7.00	
Sub-Total					12.26	70%	7.00	
From OFID fund:								
1	Street light/pole	Bidding	Nrs	124	7.36			Evaluation in progress
2	Community Center/Auditorium	Contract awarded	Nrs	1	59.74	40%	23.90	
Sub-Total					67.10	40%	23.90	
From GoB fund:								
1								
Sub-Total								
Grand Total				180	79.36	36%	30.90	

It is worth a mention that in most of the above cases, owing to the project's being in its 1st phase, not much of a major progress has been made in most cases.

Basic Services to Urban Poor

Provision of municipal infrastructure facilities and services to the urban poor is a prime contemplation of UGIIP III. These basic services aim at improving the living conditions of slum-residents and impoverished enclaves and attempts adding some value to their life. The relevant improvement frontage include: roads, drains, footways, WS, sanitation, SWM, area lighting, etc.

Properly trained up SICs stand responsible for O&M of the infrastructure so built. In this context, SIC caters to the activities in the slum area, while the CBOs remain focused in areas outside slums.

Under UGIIP III, only 7(seven) slums have been approved in Joypurhat Pourashava and no fund has so far been channeled for building any kind of infrastructure in the slum areas. Investment for hardware like foot path, drains, HTW, etc will be made at some appropriate later time point, hence progress to date is not anything worthwhile.

Operation and Maintenance (O&M)

As planned under the project's design, O&M of physical infrastructure components will remain a full responsibility of the concerning PSs. Each PS will evolve its individual O&M plan for its infrastructure and provide adequate budget from its revenue. The MDS consultants stand to provide required training on O&M aspects of infrastructure along with formulation of relevant manuals.

Note: Progress in O&M context stands to be recorded and reported by the MDS from time to time]

Vehicles and Equipment

Adequate vehicle/equipment/logistics for implementation of subproject are contemplated to be procured under the project which would be carried out by the PMO through adhering with standard norms and procedures.

Incidentally, the PMO has already taken substantial steps on the procurement of vehicles and equipment. To date (up to end March'16), the procurement so made are shown in Page-15.

2.2 Management, Design and Supervision Consultant

Consultancy Agreement

The Consultancy Agreement for Management, design and Supervision Consultancy services for the project, Third Urban Governance and Infrastructure Improvement (Sector) Project (UGIIP-III) between Local Government Engineering Department (LGED), acting on behalf of Local Government Rural Development and Cooperatives, and the joint venture of SMEC International Pty Ltd. (Australia) with AQUA Consultant & Associates Ltd. (Bangladesh), ACE Consultants Limited (Bangladesh) in association with Environment, Agriculture and Development Services Ltd. (Bangladesh) has been signed on 12 March, 2015 for a total period of 42 forty-two months. The notice to proceed was issued on 12 March, 2015 and as such the contract became effective on 11 April, 2015.

Objectives and scope of the Consultancy services

The main objective of the MDS Consultancy services is to assist the PMO and participating pourashavas on a range of activities related to project management, engineering design and supervision of physical works. The MDS Consultants is also responsible for bid management, safeguard measures for environmental management, rehabilitation and resettlement. The management environmental and social safeguard issues, including community awareness and participation, social inclusion, gender equity, and management of archeologically sensitive areas, will be integrated during Detailed Design, Procurement assistance and Construction Supervision phases.

The MDS Consultant will assist the PMO in managing and implementing the project activities including identifying and prioritizing sub-projects in light of technical, economic, social and environmental considerations on Environmental & Social Impact Assessment for sites and suggesting mitigation measures including preparing EMP and RP including preparing estimates for land acquisition if needed, field verification and survey, preparing designs considering technical, economic, social and environmental considerations and possible impact of climate change, preparing designs, bid documents.

The MDS Consultants is also responsible for supervising, bid and contract management, ensuring implementation of social and environmental safeguard measures according to requirements of GoB and ADB.

The MDS will provide training to PMO & PIU staff regarding bid management, quality control, safeguard and environmental issues, etc.

The Consultant's Team

The Consultant's team includes 52 key experts including 31 Municipal Engineers, 8 non-key experts and 8 support staff. The Team Leader is an international expert having 36 person months. Other 51 key-experts have an input of 2076 person months, 8 non-key experts have an input of 324 person months and 8 support staff have an input of 336 person months i.e. total 67 staff having a total input of 2772 person months. The personnel so far mobilized and working for the project is shown in **page-9**.

Consultant's Office

As per the agreement, LGED has provided the consultants with office accommodation at level 12, level 9 and level 7 of the main LGED building. The consultant has set up the office on those three floors for the Dhaka-based team members. The Team Leader, Deputy Team Leader and Procurement Specialist sit at level 12 which is beside the office of the Project Director, UGIIP-III. The safeguard team consisting of 6 members sits at level 9 and other Key and non-key staff sit at level 7.

Consultant's Staff deployment

The consultant team consists of 31 field staff (Municipal Engineer) and 36 Dhaka based Specialists and staff having total person months of 2784.00 including 100 unallocated person months. Out of 31 Municipal Engineers 30 have been mobilized; the one, named Ashutos Barua, could not be mobilized as he has been otherwise engaged. Proposal for replacement has been given to PMO. Another ME, Mr. Md. Anwarul Haque, resigned after mobilization and has been replaced.

However, few changes have been made in the consultant's senior key positions. Mr. William Richard Matthews, an International Team Leader, joined the project on 18 April, 2015 and left the project on 29 February, 2016 on resignation. Replacement for him could not be found yet. Mr. Tofael Ahmed Basunia, National Resettlement Specialist, Mr. Akhterul Islam Khan, Mr. Md. Humayun Kabir and Abdur Rahim - all three regional resettlement specialists, resigned after joining and have been replaced. Mr. Alamgir Kabir, National Environmental Specialist, resigned and have been replaced. Mr. Shah MD. Mohibullah, senior Structural & Design Engineer, was mobilized and immediately demobilized as his input was not required at that time. He is expected to join the consultancy team again from April, 2016. Dr. Khairul Basher, hydro-geologist, has not been mobilized yet as his input is not required at this moment. Up to the end of March 2016, approximately 543.61 person months have been utilized.

Engineering Design and Preparation of Bid documents

Land Acquisition

In UGIIP-III, land acquisition is avoided as far as possible. In phase-1 of the project, only roads and drainage improvement works have been taken up and works are being carried out on the existing alignment and there is no need for land acquisition. However, even there is no land acquisition and resettlement, it was required to make social survey & Environmental Assessment and prepare Social and Resettlement Impact Assessment report and IEE report for all the subproject packages. As the works of phase-1 are being implemented following the existing alignment, no significant social and environmental impact of any kind will occur. As per GoB regulations road and drainage improvement activities do not require DOE environmental

clearance. For the construction/ development of dumping places/sanitary landfills in phase-2, all the 31 pourashavas under UGIIP-III have proposed land acquisition under Solid Waste Management (SWM) component. Presently, all the towns except Hobigonj pourashava, collect waste from door to door and from roadside bins and carried by dump truck to the uncontrolled landfill sites. In case of Hobigonj pourashava, wastes are collected from door to door and are directly shipped by tri-cycle rickshaw vans, trucks and push carts to dump on to the bypass road in front of the district stadium. 16 proposed landfill sites have been visited by the relevant consultants to assess the possible social and environmental impacts and suggest mitigation measures. A detailed separate report have been submitted to PMO. The status of land acquisition is given below in table-1.

Table 1: Status of land acquisition for Dumping places/Landfill sites

Sl. Nr.	Name of Pourashava	Amount of proposed land (acre)	Amount of approved land by LGD (acre)	Present status	Remarks
1	Bandarban	4.90	4.90	Administrative approval from LGD obtained on 25/10/15 and acquisition process is on-going in DC office.	
2	Charghat	3.08	3.08	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office.	
3	Ishwardi	2.97	2.97	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office. Notice under article-6 issued.	
4	Kotalipara	2.46	2.46	Administrative approval from LGD obtained on 30/11/15 and acquisition process is on-going in DC office.	
5	Laksham	4.73	4.73	Administrative approval from LGD obtained on 30/11/15 and acquisition process is on-going in DC office.	
6	Muktagachha	3.06	3.06	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office.	
7	Magura	3.00	3.00	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in	

Sl. Nr.	Name of Pourashava	Amount of proposed land (acre)	Amount of approved land by LGD (acre)	Present status	Remarks
				DC office.	
8	Moulvibazar	1,17	1,17	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office.	
9	Nabinagar	3.65	3.65	Administrative approval from LGD obtained on 30/11/15 and acquisition process is on-going in DC office.	
10	Nilphamari	3.65	3.65	Administrative approval is in progress	
11	Naogaon	3.03	3.03	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office.	Proposed Site may not be suitable
12	Panchgarh	2.6447	2.6447	Administrative approval from LGD obtained on 30/11/15 and acquisition process is on-going in DC office.	Proposed Site may not be suitable
13	Rangamati	2.80	2.80	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office. Notice under article 7 issued	
14	Rajbari	2.41	2,41	Administrative approval from LGD obtained on 16/02/16 and acquisition process has not yet started in DC office.	
15	Sherpur	4.00	4.00	Administrative approval from LGD obtained on 06/09/15 and acquisition process is on-going in DC office. Notice under article-6 issued	
16	Benapole	2.33	2.33	Administrative approval from LGD obtained on 03/01/16 and acquisition process is under process.	

Sl. Nr.	Name of Pourashava	Amount of proposed land (acre)	Amount of approved land by LGD (acre)	Present status	Remarks
17	Laxmipur	3.03	3.03	Administrative approval from LGD obtained on 03/01/16 and acquisition process is on-going in DC office. Notice under article-6 issued	Executive costing submitted. Municipality requested to submit new proposal
18	Chuadanga	3.00		Administrative approval not yet obtained though approval sought on 16/07/15	
19	Kishoregonj	3.78		Administrative approval not yet obtained though approval sought on 30/11/15	
20	ChapaiNawabgonj	4.01		Administrative approval not yet obtained though approval sought on 17/08/15	
21	Shahjadpur	2.19		Administrative approval not yet obtained though approval sought on 17/08/15	
22	Chatak	3.20		Administrative approval not yet obtained though approval sought on 31/12/15	
23	Khagrachari	11.00		Administrative approval not yet obtained	
24	Netrokona	3.02		Administrative approval not yet obtained 5	
25	Meherpur	3.01		Administrative approval not yet obtained though approval sought on 09/02/16	
26	Bera	3.00		Administrative approval not yet obtained though approval sought on 20/01/16	Proposed Site may not be suitable
27	Lalmonirhat	3.18		Submitted proposal for administrative approval on 20/01/16	
28	Habigonj	2.20		Proposal submitted to PMO	Proposed Site may not be suitable

Sl. Nr.	Name of Pourashava	Amount of proposed land (acre)	Amount of approved land by LGD (acre)	Present status	Remarks
29	Joypurhat			Proposal submitted to PMO	Proposed Site may not be suitable
30	Jessore	12.86		Proposal submitted to PMO	City regional Project is implementing the landfill
31	Tungipara	2.20		Proposal submitted to PMO	
Total=		110.83	51.2847		

Design and Subproject Preparation

The consultants have prepared typical and specific designs for roads and drains and provided to pourashavas for preparing estimates. The consultants also have prepared typical and specific designs for other components to be implemented in phase-2 such as water supply, sanitation, sanitary landfills, etc. The designs kept 10% extraprovision for increased rainfall due to possible climate change. The consultants made detailed assessment of subprojects including social, environmental and resettlement requirements. The resettlement plan/ due diligence report have been prepared as required for particular subprojects. IEE for all the subprojects have been prepared and also economic analysis done where needed. EIRR for 23 subprojects of phase-1 have been completed. The subprojects size vary from 5-12 crore. Where the value of a particular subproject package exceeded 12 crore, it has been divided into suitable number of lots. In phase-1, there is a program of addressing an aggregate 433.875 km of roads and 114.807 .km of drains to be implemented by June 2016. Up to March 2016, subprojects prepared for 433.875 km of roads and 114.897 .km of drains including 131 number of Light Poles and 1 number Community Facility in Benapole pourashava. 23 number of SPARs have been prepared so far. Total number of subproject packages /SPAR thus prepared up to March 2016 are given in **table-2** below:

Table 2: UGIIP-III, Phase-1 Subproject Status

Sl. No.	Name of Pourashavas	Total No. of Pkg./SPAR Prepared	UT/ UT +Dr.	DR	SWM	WS&S	MF	SI
1	Lalmonirhat	1	1					
2	Magura	2	1	1				
3	Naogaon	2	1	1				
4	Bera	1	1					
5	Charghat	1	1					
6	Kishoregonj	3	3					
7	Muktagachha	1	1					
8	Netrokona	2	1	1				

Sl. No.	Name of Pourashavas	Total No. of Pkg./SPAR Prepared	UT/ UT +Dr.	DR	SWM	WS&S	MF	SI
9	Rajbari	2	1	1				
10	Sherpur	3	2	1				
11	Bandarban	1	1					
12	Benapole	1	1					
13	ChapaiNawabgonj	1	1					
14	Chhatak	1	1					
15	Chuadanga	1	1					
16	Habigonj	1	1					
17	Ishwardi	1	1					
18	Jessore	1	1					
19	Joypurhat	1	1					
20	Khagrachhari	1	1					
21	Kotalipara	1	1					
22	Laksham	1	1					
23	Laxmipur	2	2					
24	Meherpur	1	1					
25	Moulavibazar	1	1					
26	Nabinagar	1	1					
27	Nilphamari	1	1					
28	Panchagarh	1	1					
29	Rangamati	2	2					
30	Shahjadpur	1	1					
31	Tungipara	1	1					
Total		41	36	5				

Calculation of EIRR and FIRR

As per Infrastructure Selection General Criteria, subprojects that stand to estimated cost of \$1.00 million and above, an Economic Internal Rate of Return (EIRR) will need to be calculated. The sub-projects will need to register an EIRR in excess of 12% with economic benefits quantified on reliable data.

In phase-1 of the project, only Roads and Drainage subprojectshave been taken up. For 23 subprojects for 21 out of 31 pourashavas EIRR have been calculated by the MDSC and other subprojects in 10 priority pourashavas have been prepared by the PPTA Consultant on sample basis. EIRRs of all these non-revenue generating subprojects have been found more than 12% which prove their financial viability. In calculating EIRR, the costs of construction and O&M have been taken into consideration. The main benefits have been considered as the savings on vehicle operating costs, travel time costs, accident costs, and health benefits.FIRR have not been calculated for non-revenue generating subprojects.

Preparation of Bid documents and bidding

Estimating, preparation of BOQ and bid documents for phase-1 activities have been prepared for 41 packages. 40 packages were approved for tendering and bids have been invited. The Jessore pourashava package has not been approved yet. In response of advertisement, bids were received for 39 packages, evaluation completed for 38 packages and 37 packages contracts have been awarded. Evaluation of 1 pkg. of Laksham pourashava is under process. Contract of Chuadanga pourashava has not been awarded. Bid of ChapaiNowabgonj (1 pkg.) has not been received yet. The status of bids is given in **table-3** below:

Table3: UGIIP-III, Phase-1 Subproject Status

Sl.. No.	Name of Pourashava	Bid Doc. Prepared (No. of pkg.)	Bid received (No. of pkg.)	Bid evaluated (No. of Pkg.)	Contract awarded (No. of Pkg.)	Remarks
ADB Funded						
1.	Chhatak	1	1	1	1	
2.	Khagrachari	1	1	1	1	
3.	Moulvibazar	1	1	1	1	
4.	Bandarban	1	1	1	1	
5.	Kotalipara	1	1	1	1	
6.	Ishwardi	1	1	1	1	
7.	Habigonj	1	1	1	1	
8.	Joypurhat	1	1	1	1	
9.	Laxmipur	2	2	2	2	
10.	Laksham	1	1			Evaluation not yet completed
11.	Netrokona	2	2	2	1	

Sl. No.	Name of Pourashava	Bid Doc. Prepared (No. of pkg.)	Bid received (No. of pkg.)	Bid evaluated (No. of Pkg.)	Contract awarded (No. of Pkg.)	Remarks
ADB Funded						
12.	Muktagacha	1	1	1	1	
13.	Kishoregonj	3	3	3	2	
14.	Charghat	1	1	1	1	
15.	Nilphamari	1	1	1	1	
16.	Panchagarh	1	1	1	1	
17.	Rangamati	2	2	2	1	
18.	Shahjadpur	1	1	1	1	
19.	Chuadanga	1	1	1		Award of contract not yet accorded
20.	Bera	1	1	1	1	
21.	Nabinagar	1	1	1	1	
22.	ChapaiNawabgonj	1				Bid invited
23.	Lalmonirhat	1	1	1	1	
24.	Naogaon	2	1	1	1	
25.	Sherpur	3	2	2	1	
OFID Funded						
26.	Rajbari	2	2	2	1	
27.	Magura	2	2	2	1	
28.	Jessore	1				Bid not yet invited
29.	Meherpur	1	1	1	1	
30.	Benapole	1	1	1	1	
GoB Funded						
31.	Tungipara	1	1	1	1	
Total		41	39	38	37	

The total length of road taken up is 430.28 km and total length of drain is 105.49 km with the estimated cost of Tk. 2488.96 million and Tk. 1258.95 million respectively. 1 No community centre and 180 no street light with pole amounting 74.77 million

Preparation of Base Maps and Drainage Master Plan

The TOR for preparation of Base Maps and Drainage Master Plan has been prepared and submitted to PMO in the month of March 2016 which awaiting approval. On getting approval of the TOR, sub-consultant(s) will be engaged for preparation of the plans to assist in planned development of the drainage system in the pourashavas so that to prevent inundation of roads, houses and properties during monsoon, and to reduce contamination from waste water and improve environmental condition.

Supervision, Construction Management and Monitoring

Supervision and Construction Management

The PMO is responsible for overall project implementation management and coordinating while PIUs are responsible for physical construction activities. MEs of MDS Consultant have been engaged for day to day supervision and controlling the quality of the construction works in the field. The Head Quarter Team of Consultant headed by an expatriate TL prepares designs, estimates, bid documents etc. and assisted PMO and PIU in construction management, preparation of project related technical papers including construction progress monitoring report. The consultant is also responsible for ensuring that the social and environmental requirements are met during construction including Environmental Management Framework (EMF) inclusive of EMP.

In the First Phase of UGIIP-III, only road and drainage works have been taken up most of which are on-going. Two types of road pavements have been approved.

- (i) Bituminous Carpeting with compacted brick aggregate and sand mix sub-base and base.
- (ii) CC/ RCC pavement over compacted brick aggregate sand mix base. CC/ RCC pavement are being done using crushed stone aggregate, sand, cement and steel reinforcement.

Mostly RCC drains are being constructed except those are the extension of the existing drains or construction of missing links. Proper outfalls are being ensured. Stone aggregates are being used in all RCC works.

The MEs of MDSC are regularly supervising the construction works and assisting PIUs in construction management and quality control. They ensure regular testing of materials and the job done. All the required tests are done in the nearby LGED district laboratory.

The consultant's two Quality Control Engineers providing periodic supervision and giving suggestions to improve workmanship and quality.

The Safeguard Team of MDSC are regularly monitoring the safeguard measures taken against environmental, resettlement and rehabilitation issues.

Monitoring

Format have been developed for monitoring the progress of the project construction activities. The format provides information of contract like list of schemes in the package, name of contractor, date of contract sign, work start date, percentage progress, payment made, etc. The progress is monitored monthly.

In the above narrated context, broad components wise progress made (physical elements) up to the end of the quarter ending 31 March 2016 are progressively sequenced below, both in descriptive as well as in tabular form. Mentioned that only Road and Drainage schemes were

taken up in phase-1, with the exception of 1 community centre at Benapole pourashava and Street lighting (consisting of 180 light poles) at Noagaon and Chuadanga Pourashava.

(a) Urban Transport – Road.

Keeping track with the requirements of road infrastructure implementation, the works outlined in the ToR includes (not exhaustive): ✦ physical survey of the road alignment ✦ ensuring prior execution of technical, economic, financial, environmental and social assessment of Sub-projects specified selection criteria ✦ ensuring environmental and social safeguards requirements ✦ preparing detailed drawings, design and bid documents ✦ assisting PIUs for tendering and evaluation of works ✦ Supervising and managing contractors, with adherence to specifications with strict quality control ✦ O&M plans and extending relevant training ✦ assisting PMO/PIUs in the process of tendering and evaluation ✦ Providing training to contractors to comply with all requirement of the bid documents.

In the first phase of the project, subproject packages have been prepared in combination of roads and drains. Contracts have been signed in 27 pourashavas and 19 pourashavas have reported progress. The summary progress is shown in **Annex -1**. Some photographs of on-going road works are given below:

Figure 1: on-going road works



Road: (R-2), Magura Pourashava



Road: Rajbari Pourashava



Road: (R-3) Lalmonirhat Pourashava



(R-16)-Magura Pourashava

(b) Drainage

Drainage improvement/development constitutes a major task in the project works-gamut as stated in the DMF where the Impact-specific puts it as a major goal for the project-PSs to achieve Model Town status which names the target as “Features of a Model Town achieved core urban areas free from waterlogging”. Understandably, significant weightage has been placed on the Drainage component which can help achieve the “model Town” aspirations.

In keeping with the targets of Drainage infrastructure development, the ToR outlines entail (not exhaustive) : ✦Identifying and prioritization of Drainage Sub-projects ✦physical and hydrological survey to decide on drainage catchment and disposal requirement (somewhat rephrased)✦ ensuring prior execution of technical, economic, financial, environmental and social assessment of Sub-projects specified selection criteria ✦ ensuring environmental and social safeguards requirements ✦preparing Topographic Map and Drainage Master Plan by engaging sub-contractors ✦preparing detailed drawings, design and bid documents ✦ assisting PIUs for tendering and evaluation of works ✦supervising and managing contractors, with adherence to specifications with strict quality control ■O&M plans and extending relevant training ✦ assisting PMO/PIUs in the process of tendering and evaluation✦ Providing training to contractors to comply with all requirement of the bid documents. The summary progress is shown in **Annex -1**. Some photographs of on-going drainage works are given below:

Figure 2: on-going drainage works



(D-3) Lalmonirhat



(D-1) Rajbari Pourashava



(D-2) Charghat Pourashava

During the quarter, design of several drains of phase-1 have been reviewed and redesigned. Those were in Maagura (3), Rajbari (1), Kishoregonj (8 redesigned out of 9), Ishwardi (2), Bandarban (13), Tungipara (1) andKhagrachari (8) pourashavas.

TOR for Topographic survey and preparation of Drainage Master Plan have been prepared and submitted to PMO. It needs to mention that out of 31 UGIIP-III pourashavas, 19 has Drainage Master Plans prepared under UGIIP-I & UGIIP-II. Rest 12 pourashavas do not have Drainage Master Plans. So, for 12 pourashavas new Drainage Master Plans will need to be prepared and for other 19 pourashavas existing Drainage Master Plans will need to be reviewed and updated.

(c) Solid Waste Management (SWM)

The conceptualization and incorporation of SWM into the project investment program of UGIIP III were done eyeing to introduce and strengthen the particular service element. This is an attempt to raise the project PSs to a level of Model Towns that essentially warrants the presence of a standard and effective SWM system in the urban milieu.

SWM subprojects aim to put in place or further improve the existing system of collection, segregation and disposal of solid wastes with the objective of bringing about a clean urban environment and public health. Investment will be used for:

- ❖ procurement of collection and disposal equipment including those for treatment
- ❖ construction of storage, treatment, and safe disposal facilities and
- ❖ providing support to CBOs for house-to-house collection

The area of solid waste management comprise, starting from collection from primary point, transport to transfer stations and finally disposing them onto specified disposal ground i.e. an essentially sanitary land-fill.

The whole process involves the MDS team's assisting individual PSs to organize the entire process at a defined time sequence and frequency, and following the set norms. The process in entirety include (not exhaustive):

- identifying the solid waste load of the PS and quantum of disposal need, especially in the core area [Note: non-core areas under a PS still retains a rural character and establishing as regular solid waste removal system may not be feasible]
- deciding on using 3R practice and arrive at the quantum of SW that will eventually go to the final disposal site with the use of intermediary transfer stations
- a stock-taking of the SW collection and transportation fleet of the PS and in the light of actual requirement, decide on the further-addition/procurement parameters under the project.
- Streamline and in consultation with the conservancy section of the PS, work out the manpower and fleet-use parameters to finally evolve an efficient SWM system for the PS.

In addition to above (somewhat reiterating), specific tasks include:

- Apart from collection and transportation equipment/logistics, decide on the treatment type and equipment needed which would be recommended for procurement (the PMO, however, have zeroed in on a generic procurement list of relevant equipment/logistics, which is already in progress)
- Assist in identifying and initiating a land acquisition process for getting additional and new land (as and where apply) for further development into technically acceptable disposal ground/landfill
- Support CBOs in house to House collection (CBOs will need to be formed and existing ones to be effectively functional. However, UGIIP III may not be instrumental in their formation.
- Design have been prepared and sent to Meherpur, Ishwardi and Sherpur Pourashavas for preparation of detailed estimate for construction of sanitary land fill infrastructure and preparation of design for the land fill sites of the remaining Pourashavas is in progress.

SWM investments will be made only in the 2nd phase of the project. However a wide array of pertinent and preparatory activities as precursor to eventual physical implementation warrant being carried out. They include identifying appropriate lands for development as waste disposal ground, stock-taking of current waste collection and transportation fleet, social safeguard check-

ups pertaining to people's agreement to establishment of dumping ground, identification of current practice, present service domain and importantly sensitization of the urban dwellers and quite a few others.

At this stage survey and Land acquisition work is in progress. Progress of Land acquisition has been mentioned in Table-1. The progress so far made in this component is mentioned below:

- Field trip to 31 Pourashavas to assess the existing situation of SWM has been completed.
- List of equipment needed for collection, transportation and disposal and treatment for 31 Pourashavas has been prepared.
- Finalized two types of typical landfill design with perforated uPVC pipe leachate management system.
- Detailed sanitary landfill designs for Meherpur, Sherpur, and Ishwardi Pourashavas have been completed and sent to Pourashavas for preparation of detailed estimates.
- Sanitary landfill designs for Laxmipur and Muktagacha Pourashavas are in progress.
- Typical design for transfer station is in progress.

(d) Water Supply(WS)

Water Supply system of a town literally forms its life-line. Known it is that from the time immemorial, by and large, a city grew alongside a perennial source of potable/sweet water, be it a river or a sizeable lake or the presence of an abstract able ground water aquifer. Likewise, any urban development effort will call for building or putting in place a systematic and efficient water supply system.

Under UGIIP III, water supply subprojects aim at expanding the service area and improving service quality for better access to safe drinking water by the urban dwellers.

Planned investments include:

- rehabilitation of piped WS systems
- reduction program of non-revenue water
- construction/ rehabilitation/regeneration of production wells
- procurement of meters and their installation as a part of introducing volumetric water billing
- expansion/restoration of WS networks; and
- construction of IRPs/SWTPs/ OHTs
- Improvement /establishment of better O&M practices for the town WS system.

Major works include source augmentation and expansion of trunk mains if felt appropriate, deserving and technically feasible. In all cases, specified EIRR and FIRR parameters set forth in the selection criteria would need to be satisfied.

The PS will need to establish separate account for the PWSS as specified by GoB. Inasmuch, water quality will need to conform to GoB standards.

In the stated contexts, rephrasing the ToR of the MDS consultants, the doable by them in Water Supply milieu includes (not exhaustive):

- ❖ Conducting physical survey as well as initial baseline survey of the existing WS system, its components like pipe line, source of supply, OHTs, IRPs/SWTPs, etc.

- ❖ Identifying water quality parameters and treatment required to make it safe as per BD std.
- ❖ Identifying and prioritization of Sub-projects to include, as required, restoration of WS pipe lines, rehab/construction of TPs, OHTs, installation of water meters (to introduce volumetric water bill payment)
- ❖ Conducting survey for water supply leak detection (sub-contracting) and preparing rehabilitation sub-project
- ❖ Conducting technical, economic, financial, environmental and social assessment of Sub-projects as per selection criteria and ensuring compliance with UGIIP III's environmental and social safeguards requirements
- ❖ Preparing detailed drawings, design and bid documents, assisting PIUs for tendering and evaluation of works
- ❖ Supervising and managing contractors, with adherence to specifications with strict QC
- ❖ Preparing and introducing O&M plans

The investment plan of UGIIP III for WS has not yet been drafted

In respect of Water supply component, it is worth pointing that it has not been included in the 1st phase. So physical progress in respect of activities like laying of distribution mains, erection of SWTP/IRP, OHT and metering, etc. are yet to start.

However, in respect of their implementation during 2nd and 3rd phase all survey, analyses of situation, précising requirements and subsequent design, etc. are started. The progress up to March 2016 is given below:

Water Supply

- Need assessment and sub-project selection has been completed for Nabinagar, Joypurhat and Laxmipur Pourashavas;
- Requirements verified and determined for another 6 Pourashavas- Kishoregonj, Sherpur, Netrokona, Kotalipara, Moulvibazar and Benapole;
- Preliminary design completed for Nabinagar, Kishoregonj, Sherpur, Netrokona and Joypurhat pourashavas;

Test Tube Well

- Design and estimate of test tube well completed for Nabinagar, Kishoregonj, Sherpur, Netrokona, and Joypurhat pourashavas;

Production Tube well (PTW)

- Design, estimates (tentative) completed for Nabinagar, Kishoregonj, Sherpur, Netrokona, and Joypurhat pourashavas;

Pump House

- Design, estimates completed for Nabinagar, Kishoregonj, Sherpur, Netrokona, and Joypurhat pourashavas;

New Pipeline Construction

- Design and estimate completed for Nabinagar pourashava

WS Office Building

- Architectural & Structural designs and estimate completed for Nabinagar pourashava

Overhead Tank (OHT)

- Design of OHT has been completed for Sherpur and Netrokona pourashavas.

Rehabilitation Works

- Cost estimates of electrical works, control panel ,lighting cables, ear thing insulation, mechanical works, installation of bulk water meter, replacement/ installation of pressure gauge, reconstruction of existing house connection etc. completed for Kishoregonj, Sherpur, Netrokona pourashavas;
- Cost estimate of new house connection completed for Nabingar, Kishoregonj, Sherpur, Netrokona pourashavas;
- Cost estimate of TW completed for Sherpur pourashava.

SPAR Preparation

SPAR drafted for Nabingar, Kishoregonj, Sherpur, Netrokona water supply subprojects.

(e) Sanitation

Sanitation contemplate sescalating dwellers' access to safe sanitation and public health. UGIIP III fund are planned to be channeled for:

- public and community sanitation facilities
- procurement of equipment for maintenance and sludge disposal at onsite facilities;
- construction of sludge disposal facilities; and
- awareness campaign for better hygiene.

In phase-1, sanitation works were not taken up.

(f) Municipal facilities

The gamut of Municipal facilities, on top of major elements like roads, drains, water supply, SWM, etc. essentially include rehabilitation/expansion/construction of:

- ✦ truck/bus terminals
- ✦ kitchen markets
- ✦ slaughter houses
- ✦ municipal / amusement parks
- ✦ street lighting
- ✦ area improvement including urban landscaping and river bank/water body improvement, etc.
- ✦ construction of community centers
- ✦ A piloting of the construction of ward councilor office shall be done in each PS (land to be provided by the PS).

This component was not take up in phase-1.

It is worth a mention that in most of the above cases, owing to the project's being in its 1st phase, not much of a major progress has been made in most cases.

(g) Basic Services to Urban Poor

Provision of municipal infrastructure facilities and services to the urban poor is a prime contemplation of UGIIP III. These basic services aim at improving the living conditions of slum-residents and impoverished enclaves and attempts adding some value to their life. The relevant improvement frontage include: roads, drains, footways, WS, sanitation, SWM, area lighting, etc.

Properly trained up SICs stand responsible for O&M of the infrastructure so built. In this context, SIC caters to the activities in the slum area, while the CBOs remain focused in areas outside slums.

Under UGIIP III to date, no fund has so far been channeled for building any kind of infrastructure in the slum areas. Investment for hardware like foot path, drains, HTW, etc. will be made at some appropriate later time point; hence progress to date is not anything worthwhile.

(h) Operation and Maintenance (O&M)

As planned under the project's design, O&M of physical infrastructure components will remain a full responsibility of the concerning PSs. Each PS will evolve its individual O&M plan for its infrastructure and provide adequate budget from its revenue. The MDS consultants stand to provide required training on O&M aspects of infrastructure along with formulation of relevant manuals.

Note: Progress in O&M context stands to be recorded and reported by the MDS from time to time]

(i) Vehicles and Equipment

Adequate vehicle/equipment/logistics for implementation of subproject are contemplated to be procured under the project which would be carried out by the PMO through adhering with standard norms and procedures.

Incidentally, the PMO has already taken substantial steps on the procurement of vehicles and equipment. To date (up to end March'16), the procurement so made are shown in **Annex- 2**

Field visits of MDSC's H/Q Consultants

Field visits are regularly done by various members of the MDSC team including Quality Control Engineers, Architect, Water & sanitation Engineer, Drainage Engineer, Solid Waste Management Specialist, Economist, Quantity Surveyors, and also the National & Regional Environmental and Resettlement Specialists. The teams visit the on-going works and check the quality and quantity of works of the pourashavas they visit, assess the conditions of the proposed works including possible social and environmental impacts, monitor progress of on-going works including implementation of safeguard measures, suggest corrective measures if any anomalies are found and give forewarning and suggestions for the future works.

Several field visits were made during the quarter and from the tour reports of the Specialists and the Quality Control Engineers it seems that the overall qualities of on-going works are satisfactory. **The table- 4** below shows the summary of the important consultant's field visits during the quarter. The details reports have already been submitted separately.

Table 4: Summary of field visits by the MDSC's H/Q Consultants

Sl. No.	Date of Visit	Name of Consultant	Name of the Pourashava visited	Activities and findings
1	03/01/2016 – 09/01- 2016 & 22/02/2016 – 25/02/2016	A.N.M. Nazrul Islam Mollah, Quality Control Engineer-2	Bera, Charghat, Naogaon, Lalmonirhat, kishoregonj, Netrokona	<p>(i) In Kishoregonj PS, redesigning of drains will be needed, Some roads will need slope protection works, and some other modifications will be needed to execute the work properly.</p> <p>The modification and changes needed, should be included in the recast estimates and the workmanship needs to be improved and progress to be expedited.</p> <p>(ii) In Netrokona PS it was found that Earth work not done properly and compaction of different layers seemed to be less.</p> <p>Earthwork to be done properly and compaction should be ensured</p>
2	06/02/2016 – 08/02/2016, 13/03/2016 - 15/03/2016 & 28/03/2016 – 31/03/2016	A.S.M. MahbubHussain, Quality Control Engineer-1	Sherpur,Muktaga chha,Benapole, Magura, Rajbari	<p>(i)Verification of recast estimates of Sherpur PS road works. Major findings were: the PS has changed the DBC to RCC in some roads due to inundation during monsoon. The PS has also modified the thickness of RCC pavement of some roads considering the traffic situation.</p> <p>The changes made are acceptable but the workmanship needs to be improved.</p> <p>(ii)In Benapole PS, only E/W and Palisading are going on for roads. Materials collected; over-sized brick chips found in some areas.</p> <p>Progress should be expedited and the over-s-zed brick-chips should be removed.</p> <p>(iii)In Magura PS, progress of work found very slow; needs to be expedited.</p> <p>(iii) In Rajbari PS, progress of work found slow; needs to be expedited. Redesign of 1 drain is needed and and 1 drain may need to be replaced.</p>

Sl. No.	Date of Visit	Name of Consultant	Name of the Pourashava visited	Activities and findings
3.	09/01/2016, 25/01/2016 – 26/01/2016, 09/02/2016 – 10/02/2016 & 22/02/2016 – 26/02/2016	Md. ShafiulAlam, Drainage Engineer	Rajbari, Magura, Kishoregonj, Khagrachari	
4.	28/03/2016 – 30/03/2016	A.Y.M. Hasibul Islam, SWM Specialist.	Tungipara.	
5.	24/02/16 – 25/02/16	Md. Helal Uddin, Architect	Tungipara	Site visit for Bus terminal proposed for phase-2 and the site found to be O.K. for bus terminal.

Component B

Governance Improvement and Capacity Development (GICD)

2.3 Component B: Governance Improvement and Capacity Development

2.3.1 Background

Governance Improvement and Capacity Development component of UGIIP III stands to effect improved governance and developed capacity of the PSs. These will be achieved through implementation of purpose-evolved UGIAP. Further splitting, UGIAP-I are meant for 30 Window-A PSs and another relatively easier and less rigorous version i.e. UGIAP 2 are applicable to Window B PSs.

UGIAP includes activities, tasks and performance indicator at Entry, Intermediate and Advanced levels of the project. UGIAP activities would be implemented with capacity development and facilitation support from the project and intensively monitored to assess performance of PSs, graduation of PSs from one Phase to the other and investment fund for infrastructure improvement will be allocated based on level of implementation of UGIAP activities. With assistance from PMO and UMSU of LGED, the MPRC established at the LGD will be responsible for assessment of performance of the participating PSs. Component-B will also support the national and the PS reforms of urban governance and urban development issues.

Precisely, UGIAP of Window-A PSs includes 7 areas of activities which are and portrayed below.

A] Citizen Awareness and Participation:

Each PS will form TLCC and WLCCs (at wards) with broad citizen-representation (member-selection to follow a bottom-up approach and a guideline has been provided). They will function as forums to discuss PS-issues and ensure citizen-participation in governance. The Citizen Charter prepared will be displayed in PS office and other important places and prescribed services delivered through PS-based Service Center at PS office and grievance box established in it and made functional.

B] Urban Planning:

The relevant spectrum consists of preparation and implementation of PDP (evolved through a participatory process, FGDs and visioning), control of development activities and preparing annual O&M plan including budget provision, ascertaining overall development Strategy with resource analysis, and importantly, identifying GAP and PRAP activities. Control of Development Activities entails as a precursor the issues of making PS urban planning unit functional, enforcing control of building construction and land development and ensuring prevention of encroachment on public land. Annual O&M Plan will cover planning of PS's O&M activities, O&M plan and budget and implement the same.

C] Equity and Inclusiveness of Women and Urban Poor

The activities cover formation of Standing Committees (SCs) on Women and Children, Poverty Reduction and Slum Improvement and formation SICs for slum development activities. The activities will also include preparation and implementation of GAP and PRAP, selecting priority slums and slum development activities.

D] Enhancement of Local Resource Mobilization

Included in its spectrum are revenue mobilization through holding tax, indirect taxes and fees, computerizing tax record system and water tariff collection. For holding tax, regular assessment stands to be done every 5 years and interim assessment and collection on a continuous basis. Computerized tax record software will be installed, database prepared and computerized bill generated and served. For water tariff, monthly assessment will be done and bill collected, meters installed and water tariff collected on volumetric consumption and collected through computerized system/bank.

E] Financial Management, Accountability & Sustainability

The activities on preparation of PS annual budget with involvement of relevant SC, carrying out audit by pertinent SC (accts & audit), establishing computerized system and accounting reports, settlement of electric and telephone bills, fixed asset inventorization, and settlement of all GoB/BMDF loans stand included. Also included are annual budget preparation, getting observations of TLCC/citizens and based on them, consequently modify the budget, preparation of annual income-expenditure statement, providing for payment of electric and telephone bills, opening/using fixed asset register and database and asset depreciation fund account created.

F] Administrative Transparency

The activities on formation and working of SCs, ensuring participation and assistance in conducting all training programmes and using improved information technology (IIT) for good governance stand included. Formation of all SCs, convening regular meetings, preparation of meeting-proceedings, planning and implementation of training programmes from PS's own budget, activating/maintaining PS website and uploading/updating all relevant information will be addressed.

G] Keeping Essential PS-Services Functional

The activities on collection, disposal and management of solid waste, cleaning/maintaining drains, making Street lights functional, carrying out O&M of infrastructure and putting in place a mobile maintenance team (MMT) and managing sanitation are all included under the activity area. Issues on preparation of action plan, budget and its implementation and as well, budget for regular collection of solid waste in core area and safe disposal, regular cleaning of primary and secondary drains, cleaning of public toilets and initiating fecal sludge management are contemplated to be addressed.

Window B PSs

A simplified UGIAP for Window B PSs to be included under the project has been prepared covering the following activities: ■ Formation and working of TLCC and WLCC; ■ Planning and implementation of activities for women and urban poor; ■ Revenue mobilization through holding tax; ■ Revenue mobilization through collection of indirect taxes and fees (other than holding tax); ■ Preparation of annual PS budget; ■ Carrying out audit of PS accounts; ■ Payment of electric & telephone bills; ■ O&M cost recovery for water supply services; ■ Formation and working of all SCs, as required; ■ Carrying out O&M of infrastructure.

Under these activities, issues relating to formation of TLCC and WLCC and their meetings and minute-writing, identification and fund-allocation for GAP and PRAP, regular and interim assessment of holding tax and their collection, collecting indirect taxes and fees, preparing annual budget, getting suggestions from TLCC vis a vis Citizens and TLCC-endorsement, preparation of annual statement of income-expenditure, settling audit objections, providing for fund in budget for settlement of electric and telephone bills, creating separate water supply account, raising tariff collection & recovering O&M cost for WS, forming all SCs and holding meetings, preparing annual programme and budget for O&M and implementation of O&M activities will be addressed.

Now reflecting on the pertaining responsibilities for UGIAP implementation/ adherence, GICD section, more precisely, GICD consulting entity stand pledge-bound to facilitate and assist the project-PSs carryout all required activities (as detailed in UGIAP framework) and down the road enable them meet specified requirements to graduate to the subsequent phases of the project. However, GICD team are not responsible for Window B PSs which remains a responsibility for the PMO and UMSU while PME sections stands to carry out the monitoring for these Window B entities.

The activities, expanse and progress of GICD entity are briefly narrated below.

UGIAP Activities:

The intermediate performance indicators of different areas of assigned activities under UGIAP are as follows:

Citizen Awareness and Participation :

Activity Area Citizen Awareness and Participation; has 4 major groups of activities having 12 sub-activities. Of these, one group is core activities which signifies them to be compulsory activities.

Urban Planning :

Activity Area Urban Planning; has 3 groups of activities having 6 sub-activities. None of them is core activity.

Equity and Inclusiveness of Women and Urban Poor :

Activity Area Equity and Inclusiveness of Women and Urban Poor; has 3 group of activities having 8 sub-activities with no core activity.

Enhancement of Local Resource Mobilization :

Activity Area enhancement of Local Resource Mobilization has 4 groups of activities having 8 sub-activities. Of these, 2 core groups are compulsory activities.

Financial Management, Accountability and Sustainability :

Activity Area Financial Management, Accountability and Sustainability has 6 groups of activities having 11 sub-activities of which 2 groups are core activities.

Administrative Transparency :

Activity Area Administrative Transparency; has 3 groups of activities having 5 sub-activities without any core ones.

keeping Essential Pourashava Services Functional :

Activity Area keeping Essential Pourashava Services Functional has 5 group of activities having 15 sub-activities, all being core activities and hence are compulsory and signify it's importance. Accordingly there are 10 core area of activities which are compulsory and the performances of rest of the activities are measured through different markings adding to a total of 30 for all 7 activities.

Performances of the participating Pourashavas:

The activity wise performances of 31 participating Pourashavas during January - March 2016 quarter are as follows. The summarized progress against each activity and sub-activities during reporting quarter appears at Annex - A through G.

Citizen Awareness and Participation.

All 31 participating Pourashavas formed TLCC as per requirements. A total of 1201 such participants (M 749, F 452) attended the TLCC meetings. 184 representatives from poor community also attended the meetings. 31 meeting minutes were prepared and disclosed. Out of 513 decisions taken in the meetings, 361 have been implemented.

WCs were formed by all Pourashavas having regular meetings. A total of 2657 members (M 1579, F 1078) attended such meetings having 739 representatives from poor community. Meeting minutes were prepared and recorded under intimation to respective Pourashava.

Citizen Charter by all Pourashavas were prepared, updated and displayed as per approval by concern TLCC.

Information and Grievance Redress cell (IGRC); IGRC have been formed by all Pourashavas with complain boxes placed at Pourashava premises. A total of 657 complaints were registered while 612 were taken up for hearing meaning 45 complaints were rejected. 390 complaints were resolved while 222 are yet to be resolved.

Urban Planning

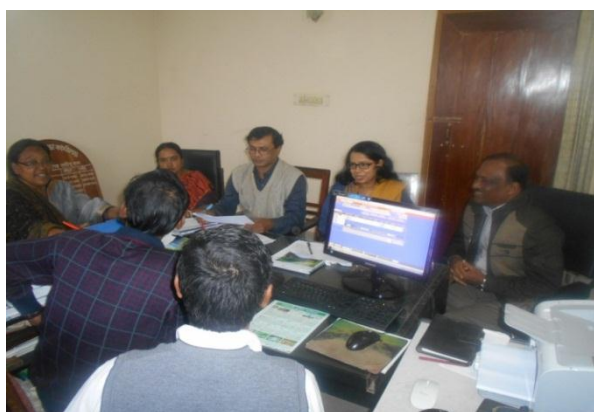
All the participating Pourashavas have taken up physical infrastructure schemes (1043 nos) confirming PDP. 31 Town Planning Unit (TPU) are functional having a total of 186 members.

An estimated number of 418598 pucca buildings exist in the Pourashavas of which 153016 were approved indicating unapproved building figure to be 265582. During the reporting quarter, 1437 no. of building approval applications were received out of which 1280 plans were approved while 157 buildings were completed (12.26%). This indicates Pourashavas are gradually gaining control over building construction.



However 78 buildings were permitted for re-construction while 805 buildings for construction and re-construction could be supervised. 109 buildings were identified as unsafe while another 300 buildings were served notices as “unsafe”. Action against 71 buildings were taken due to violation of building plan. On the other hand 93 effective action have been taken against illegal occupation of public land.

Annual O&M plan for all 31 Pourashavas were approved by respective TLCC having necessary budget provisions. A budget allocation of less than 5% from the previous year was made by Meherpur, Benapole and Chatak Pourashavas. About 271 O&M activities have been implemented during reporting quarter.



Equity and Inclusiveness of Women and Urban Poor :

76 meetings were held during the reporting quarter having 485 members (M 254, F 231) present and prepared meeting minutes were sent to Mayors.

GAP have been prepared by all Pourashavas and approved by TLCC and Poura Parishad accordingly.

Allocated amount of revenue budget for the year 2015-16 stood at Tk. 77756899 out of which Tk. 24787303 could be spent up-to the reporting

quarter.

PRAP regular meetings were held having a total of 591 members (M 339, F. 252) attended. Meeting minutes were sent to Mayors. PRAPs have been duly approved by TLCC and Poura Parishad.

A total allocation of Tk. 2509994303 (94%) during the current year was made out of which Tk. 90108015 (4%) could be spent up-to the reporting quarter.

496 slums have been identified in 31 Pourashavas. Detail activities concerning slums are being identified and implementation would be completed next quarter.



Enhancement of Local Resource Mobilization:

Regular Assessments in all Pourashavas at 5 year interval have been completed at different years and accordingly Interim Assessments have been undertaken as per procedures and requirements.

Total demand after Re-assessment (current year) stood at TK. 345121578, an increase by 33.18%. Total holdings tax-fixation during this quarter is 421 fetching an increased holding tax of Tk. 506560.

Shahajadpur Pourashava has the lowest collection efficiency (14%) followed by Tungipara (18%). Which they promised to raise by next quarter at satisfactory level. TLCC and Poura Parishad have been duly informed. PMO is also monitoring the situation.

As of Indirect Taxes and Fees collection, all Pourashavas show a satisfactory level of collection efficiency, the lowest being 60% at Bandarban Pourashava.

Computerized Tax record system and computerized Bills are produced having regular updating of software data. Computerized bills are also produced and distributed among the town dwellers.



Financial Management, Accountability and Sustainability

All 31 Pourashavas prepared budget based on comments/suggestions from citizen and TLCC, All such budgets were approved by respective Poura Parishad. Annual statement of income and expenditure were prepared by all 31 participating Pourashavas. They also completed Audits by respective Standing Committee which were presented to TLCC and Poura Parishad before forwarding these to PMO.

Computerized accounting system was available in all Pourashavas who operate and handle the system and regularly enter income and expenditure data, print statements and perform other related activities.

Payment of electricity bills this quarter showed little improvement than the last quarter. Rate of payment of electricity bills in this quarter was 100% by 09 Pourashavas (29%), 85% by 01 Pourashavas (3.22%), 50% and above by 06 Pourashavas (19.35%) and less than 50% by 15 Pourashavas (48.38%). They are trying very hard and mobilizing resources to pay off the dues.

Payment of Telephone bills provides a better picture indicating 26 Pourashavas (84%) did full payment of telephone bills during the reporting quarter Kotalipara and Benapole Pourashavas did not pay any dues during the quarter.

Permanent Assets register was opened by all Pourashavas including updating. Computerized data base are under preparation. Updated records show an increase of lease value by 9.40% during Bangla year 1421 (from the previous year).

13 Pourashavas (42%) have paid back Government loan 100% while rest of the Pourashava have re-scheduled their payment mode.

Administrative Transparency

413 Standing Committee meetings were held during this quarter having meeting minutes prepared and disclosed. TLCC were duly informed about the outcome of the meetings.



All the Pourashavas participated in all training courses along with own budget allocation. A total of Tk. 14882000 was allocated during this year for training out of which only Tk. 2233768 could be spent (15%). Many Pourashavas could not spend any amount during this reporting quarter. They are planning to do so as per requirements during next quarter.

Use of Information Technology by all 31 Pourashavas are practiced with regular updating. All the Pourashavas use Government sites while few have their own. Both the addresses can be used for related information.



Keeping Essential Pourashavas Services Functional :

All the Pourashavas have undertaken collection, disposal and management of Solid Waste through action plans and implementation with necessary budget allocation. They have emphasized regular collection from core areas.

An amount of Tk. 158766063 was allocated of which 36% was spent for this purpose. Satisfaction level of TLCC was within the range of 80 to 100%.

Cleaning and Maintenance of drains is an important task for all Pourashavas.

All Pourashavas allocated fund for these purpose amounting to Tk. 134719017 out of which 41% was spent. TLCC satisfaction varied from 70 to 100%.

Arrangements for keeping Street Lights functional were attempted by all 31 Pourashavas making necessary budget allocation and expenditure. An amount of Tk. 154855000 was total allocation out of which 56% was spent up-to reporting quarter. TLCC satisfaction was satisfactory varying from 75 to 100%.



Management of Sanitation Activities is being undertaken by the Pourashavas seriously. They have drawn up management action plan and are working accordingly. They provided a budget allocation of Tk. 45060000 out of which 17% were spent for the purpose.

All the Pourashavas have Public toilet amounting to 241 where 30 Pourashavas have separate arrangements for ladies toilet. Only 1 Pourashava namely Chatak does not have any, though they have promised to have separate ladies toilet in public place very soon. TLCC satisfaction level varies from 65 to 100%.

Other Activities:

Training Program

A one-day Training program on Formation and Functions of Standing Committees of participating Pourashavas was held at respective Pourashava during this reporting quarter. 20 Mayors, 239



Councilors and 20 CEO/Secretaries attended the training having a total of 279 participants (M 217, F 62). Training for remaining Pourashavas will be held during rest quarter.

Participants in the Training Program on Formation and Functions of Standing Committees

Quarter: January – March, 2016

Sl.	Pourashava	Date	Category of Participants					
			Mayor	Councilors	CEO/ Sec.	Total	Male	Female
Magura Region								
01	Meherpur	20/03/16	1	12	1	14	11	3
02	Kotalipara	22/03/16	1	12	1	14	11	3
03	Chuadanga	22/3/16	1	12	1	14	11	3
04	Tungipara	23/3/16	1	12	1	14	11	3
05	Rajbari	27/3/16	1	12	1	14	11	3
06	Benapole	28/3/16	1	12	1	14	11	3
07	Magura	29/3/16	1	12	1	14	11	3
	Total		7	84	7	98	77	21
Mynensingh Region								
08	Chatak	22/3/16	1	12	1	14	11	3
09	Moulvibazar	29/0/16	1	12	1	14	11	3
10	Habiganj	22/3/16	1(Acting)	11	1	13	10	3
11	Kishorganj	31/3/16	1	12	1	14	11	3
12	Muktagacha	27/3/16	1	12	1	14	11	3
13	Sherpur	20/3/16	1	12	1	14	11	3
14	Netrakona	28/3/16	1	12	1	14	11	3
	Total		7	83	7	97	76	21
Comilla Region								
15	Khagrachari	28/3/16	1	11	1	13	9	4
16	Bandarban	28/3/16	1	12	1	14	11	3
17	Rangamati	29/3/16	1	12	1	14	11	3
18	Nobinagar	22/3/16	1	12	1	14	11	3
19	Laksham	22/3/16	1	12	1	14	11	3
20	Laxmipur	20/3/16	1	13	1	15	11	4
	Total		6	72	6	84	64	20
	Grand Total		20	239	20	279	217 (77.78%)	62 (22.22%)

On the Job Training :

The following OJT were given to the concerned persons of the Pourashavas during this Quarter:

Sl. No.	Pourashavas	Topics of OJT	Person Days Achieved
1.	Kotalipara	Introducing web-portal and its use.	4x1 = 4 Person-days
2.	Chusdanga	Use of holding Tax Software and data entry	4x1 = 4 Person-days
3	Rajbari	Use of Holding Tax Software and Data entry	4x1 = 4 Person-days
4	Rajbari	Data entry for Municipal Accounting Software	3x1 = 3 Person-days
5	Chuadanga	Re-installation of Holding Tax software	5x1 = 5 Person-days
6	Meherpur	Data entry in Holding Tax software	5x1 = 5 Person-days
7	Charghat	Municipal Accounting Software	4x1 = 4 Person-days
8	Ishwardi	Municipal Accounting Software	7x1 = 7 Person-days
9	Charghat	Tax and Accounting Software	6x1 = 6 Person-days
10	Chapai Nawabganj	Accounts Software Installation and it use	2x1 = 2 Person-days

Sl. No.	Pourashavas	Topics of OJT	Person Days Achieved
11	Shahajadpur	Trade license Software Installation	2x1 = 2 Person-days
12	Hobiganj	Up-loading of Web-portal	4x1 = 4 Person-days
13	Nabinagar	Holding Tax and Trade License data entry	4x1 = 4 Person-days
14	Lakshmipur	Up-dating new re-assessment data	1x1 = 1 Person days
15	Bandarban	New tariff data into Trade license software	1x1 = 1 Person days
16	Laksham	Installed water billing software and restoration of data base	1x1 = 1 Person days
17	Bandarban	Updating of rates in Trade license software	2x1 = 2 Person days
18	Nabinagar	Printing of MAS and Holding Tax Data	4x1 = 4 Person days
19	Khagrachari	Trade license and Accounting software installation	3x1 = 3 Person days
20	Laksham	Set up Accounting Software	1x1 = 1 Person days
21	Shahajadpur	Re-assessment Technique of PS Holding Tax	12x3 = 36 Person days
22	Rajbari	Re-assessment Technique of PS Holding Tax	10x3 = 30 Person days
Total =			133 Person days

A total of 412 Person days have been achieved during this quarter under GICD (SC 279 + OJT 133 = 412 Person days). The main thrust was basically on computerized system of handling UGIAP activities so as to increase efficiency, accuracy, transparency and easy access to information.



Socio – economic Survey

A Benchmark Socio Economic Survey for 21 UGIIP-III Pourashavas has been initiated and designed which is now under implementation. The progress of work is satisfactory and is scheduled to be completed sometimes during May 2016.

Field Visit:

Apart from routine and casual visits by the GICD regional field staff, Specialists from GICD HQ, Dhaka visited following Pourashavas this quarter to help and assist them on several project related activities and other matters.

The Pourashavas were (i) Muktagacha (ii) Laksham, (iii) Sherpur, (iv) Nabinagar, (v) Jessore, (vi) Rajbari, (vii) Tungipara, (viii) Kotalipara, (ix) Ishwardi, (x) Naogaon, (xi) Kishoreganj, (x) Moulavibazar, (xi) Lalmonirhat (xii) Rangamati, (xiv) Bandarban, (xv) Chapai Nawabganj, (xvi) Charghat, (xvii) Panchagar, (xviii) Nilphamari. Few of them however were visited twice.



BME

2.4 BME perspectives and achievement of UGIIP III during Jan-Mar'16 quarter

Prelude and Perspectives of BME

Benefit Monitoring and Evaluation (BME) principally refers to an array of activities which look for critically and analytically assessing the benefits accruable from a development intervention. Inasmuch, it attempts to narrow in on the lessons learnt over the project's implementation process and expense which could be extremely useful in respect of their incorporation into future operations vis a vis development investments. .

Going by the BM&E Handbook of Asian Development Bank (partially rephrased), BME comprises three activities that provide the project managers and planners with information needed to enhance the efficiency and effectiveness of development investments. These include among others:

- Preparation and analyses of benchmark information
- Benefit Monitoring; and
- Studies which evaluate the benefits of a completed project/undertaking.

Benchmark information is a general term which describes reports and data compiled to describe important characteristics of persons or groups that may be affected by a project. Inasmuch, they also mostly attempts a stock-taking of the existing features/elements(through collection of secondary data/info) that are currently of benefit to the dwellers

The purpose of benchmark information are generally two-fold. They stand to provide information:

- a] needed to ensure that interventions respond to the needs and desires of those for whom the interventions are intended to benefit; and
- b] that may be used to assess the impact of the intervention.

In reiteration, BM&E stands to be an essential requirement for any development intervention that makes an effort to identify and measure the benefits accrued form such undertaking. This work element has been rising in importance to the governments and its development partners alike. Justifiably, BME now remains clearly inscribed at the heart of the project design.

So in line with this requirement, for UGIIP III as well, the project's Benefit Monitoring and Evaluation spectrum involved evolving an acceptable BME framework which essentially includes a substantial array of works spread over the project period and even beyond. The said framework is required to explicitly retain at its heart the all-important DMF (design and monitoring framework) parameters which forms an integral part of the project's PAM (Project Administration Manual).

BME process eyes to ascertain the project worth and concomitant investment into it. Inasmuch, the BME objectives also include scanning and monitoring the project's implementation to see as to what extent, the undertaken activities are consistent with the project objectives and the benefits it is reaping, or to say, are being extended to the project's target beneficiaries.

BME Set-up of UGIIP III

In keeping with the requirements of UGIIP III, an independent Benefit Monitoring and Evaluation (BME) Unit has been created and located at the PMO. The team is built up with four individual consultants/specialists that includes a Sr BME Specialist and Team Leader who spearheads the team and its activities..

Retracing, the team will be required to determine the extent and level of benefits of the project at different stages of implementation, assess and document project benefits and along the road, suggest corrective measures for improvement (if any).

All said, the purpose of the effort is, as stated, to support the PMO in timely monitoring and evaluation of the progress and benefit-yielding performance of physical works undertaken and governance improvement activities under the project.

The BME team comprises the positions and persons as stated below.

- a) Engr Mohd Delwar Hossain – Sr BME Specialist and Team Leader
- b) Mr Amir Hossain Mollah – Evaluation Specialist
- c) Mr Matiur Rahman – Monitoring Specialist
- d) Mr Khalid Saifullah Khan Wahedi – Data Analyst

The team has come on board, effective 01 April 2015 and has since been carrying out its work as outlined in their deployment terms and conditions.

Objectives of BME

On top of what has been said above, further reflecting, the main objective of BME is to make an assessment as to how far the project activities are managed efficiently and the benefits are reaching the target groups/individuals. Its specific objectives are to

- i. identify measures which signify level of performances of the project activities in terms of their outcomes, benefits and impact;
- ii. provide a baseline data framework for comparison in respect of reaching the target groups of the project;
- iii. facilitate the PMO and the PIUs so as to undertake appropriate measures which help reach the outcome of the project activities to the targeted beneficiaries especially the women and the poor and

Work spectrum

To start with, the works under the BME expanse started with delving the project objectives, rationale, development framework and eventually making efforts of arriving at the Benefit Monitoring Framework (BMF) for the project. In totality, the initial day's ever since induction of the BME team was spent to have a profound understanding of the project itself. In the weeks following, the team systematically attempted creating formats for preparation of the project's base data for multiple use. Of supreme importance has been to evolve an acceptable BME framework, consistent with the project DMF. From there on, it would be a perennial task (within the project tenure) to scan and assess progressively accrued project benefits and thereon, co-relate them with the project output, outcome and impact.

Depicted below is an impression of the stated understanding of the project i.e. UGIIP III perspectives (in reiteration).

UGIIP III- the Project

Project Brief

Urban Governance and Infrastructure Improvement (Sector) Project III (UGIIP III) stands to be principally financed by an ADB-OFID-GoB partnership mechanism. The key objectives of the project are improvement of urban governance and concurrently improvement of infrastructure

and service delivery at the Pourashava (PS) level. The project is consistent with the GoB's 6th FYP, Outline Perspective Plan (2010-21) and the ADB's Bangladesh Country Partnership Strategy (2011-15).

UGIIP III contemplates building on the first and second generation of UGIIPs (UGIIP I & II) and reach higher landmarks consistent with the project objectives.

Projected UGIIP III **Impact** will be improved living environment in 31 project towns vis a vis PSs. The **Outcome** will be improved municipal service delivery and urban governance in these PSs. The project towns were pre-selected through a specific selection processes and they are planned to be supported in an integrated manner under the project umbrella.

UGIIP III **outputs** broadly involve:

- Municipal infrastructure improved and made gender- and climate responsive;
- Improved capacity of the PSs in urban services delivery;
- Appropriate planning and financial management and lastly
- Project management and administration system put in place.

Rationale for the Project

Speedy urbanization, coupled with inadequate intervention in the overall development facets, leaves a consequent fast-widening shortfall in infrastructure and services delivered by CCs and PSs. This can be seen in the PSs affected by sluggish economic growth and high population-density rates, and largely, they are exposed to a struggle to provide services, keeping pace with urbanization process.

In most PSs, an evident shortfall in good governance is a major cause for the prevailing deficit-infrastructure, citizen's participation in the urban development expanse which essentially includes among others gender perspectives vis vis women's meaningful participation and apparent marginalization of destitute. It also stands as a serious impediment to the delivery of infrastructure and their concurrent services, especially in the urban sector.

During the past, especially in the last decades GoB with the assistance of the ADB has introduced a system whereby funds/loans for development are disbursed in a phased manner and based on performance, as set forth the project design. UGIIP I and UGIIP II reflect this approach which aimed to incentivize project PSs to become well-managed and maintained towns in a sustainable manner through systems of putting good governance in place, ensuring citizen's participation and the inclusion of women, the poor and the minority groups in PS initiatives. The crux of the objective entails participation of all including women in the urban development process, aiming to enable all to adequately benefit from the development intervention. Along the line of thinking, UGIIP III stands to include all the stated approaches and philosophy into its conceptualization, design and subsequent implementation facets – all aiming to adopt and follow the development approach that has todate left a proven track record.

Project Scope

Included in the project and setting the limits are:

- a) Municipal infrastructure improved and made gender- and climate- responsive in target PSs;
- b) Community participation, accountability, and financial management systems strengthened with emphasis on gender quality and social inclusion; and

- c) Project management and administration adequately support.

General Reflections

Noticeably, between and among the project towns, the infrastructure scenario entailing roads, drainage, WS&S, SWM, slum-development, etc, by and large, provides a somewhat common spectacle. Conditions are not often very encouraging on their financial base (they seldom fully exploit their potentials). As well, staff-capacity in many a case falls below desired efficiency level, provision of many major urban services warrant substantial improvement, and importantly these ULBs are mostly lagging in firm-rooting good urban governance at the crux of municipal setting.

Now even expecting (without being very ambitious) these towns to be raised to the level of 'model town', which could obviously be a far cry, however, the project contemplates attempting certain specific interventions to effect concrete and tangible improvement on the stated fronts of these towns. The project places governance improvement and capacity development in the front-seat. It is believed that through the stated efforts as set the project design, these project towns will be able to raise their efficiency level to a higher state. And along the road and through a well-orchestrated blending of governance improvement and capacity building (the software) and the infrastructure development (the hardware), the project towns will eventually be able to raise their overall level to provide better services to the urban dwellers, backed up by a stronger financial standing and in-place good governance practices.

Progress under BME umbrella

It goes without saying that assessing harvestable benefits from any development intervention become possible only after implementation of physical infrastructure are complete and subsequently brought to and remain in use for a reasonable time where-after the perceived benefits will become visible/evident. In UGIIP III-context, the project is only in the latter half of its 2-year 1st phase and only a handful of infrastructure have just been built, while many more stand to be implemented during next four years or so. Justifiably, the time is not yet adequately mature for getting a full reflection on the outcome from the intervention.

Simultaneous to infrastructure, the spectrum of intervention predominantly includes UGIAP activities that entail improvement in good urban governance eyeing to firm-root it at the municipal core, coupled with concomitant capacity development on different fronts.

Never the less, effort is on to continually assess urban dwellers' perception about the project interventions and their appreciation of relevant activities

Activities carried out by the BME team, individually and collectively, within the reporting quarter, are portrayed below (briefly depicted and not exhaustive):

In repetition, BME essentially entails:

- Identification of suitable indicators
- Establishing a system for collection and compilation of data
- Ensuring quality of data collection and their compilation keeping in view relevance, promptitude, accuracy and timeliness
- Assessing and analyzing the collected data and making efforts of linking them vis a vis interpreting them in terms of benefits (or dis-benefits); and
- Producing specific reports consistent with the requirements of the executing agency and as well, development partners. Incidentally, the produced reports are to be clearly reflective of the benefits (or disbenefits, if any) from the project intervention.

Reflecting on the implementation facet of UGIIP III, works in hardware and software areas of the project are under way and gaining in momentum in recent months. Implementation of physical infrastructure activities have started only in the last 2-3 quarters. Alongside this, works on institutional development intervention, especially surrounding the all-important UGIAP perspectives are also being carried out in a meticulous and well-monitored manner. As of now, implementation of 1st phase infrastructure is under way (incidentally, the 1st phase works will involve around 20-25% of the total project outlay for infrastructure). To date, the approximate scenario (up to end-March 2016) are:

- Physical Infrastructure work started in 27 PSs
- Contract awarded – 46 Nrs
- Overall progress - 36% (against the issued work orders)
- Fund used for infrastructure – BDT 1181.6 million (rounded)

In the reporting quarter (Jan-Mar'16), salient activities carried out surrounding BME and as well, additional works as asked for by the PMO involving other areas include (abridged form):

A] A proposition was made to the PMOI for scanning of the project progress, eyeing to get an understanding of the level of sensitization in 10 sample PSs in the project's hardware and software contexts were proposed to the PMO.

The proposition entailed the following:

- 10 PSs have been purposively selected for the assessment/survey . In doing so, 4 PSs have been picked up from out of the 10 priority PSs included in the PPTA and the remaining 6 are from the 21 target PSs not included in the PPTA.
- The rationale of picking up 4 PSs from the 10 covered under the PPTA has been that albeit appreciable primary and secondary data/info were collected by the PPTA team alongside relevant socio-economic BMS, yet it is felt that they may not suffice which calls for scanning and fetching additional data.
- The PSs are: 1] Lalmonirhat 2] Sherpur 3] Kishoreganj 4] Rajbari 5] C. Nawabganj 6] Moulavibazar 7] Laxmipur 8] Bandarban 9] Kotalipara 10] Rangamati
- Apart from above, at this early phase of the project, it is also felt worth looking into as to what extent the PSs have been sensitized in project context and if they are adhering to the strong conditionality's coined by UGIAP for their graduation to subsequent project phases.
- To execute the survey/assessment, a set of meticulously evolved questionnaires /instruments are contemplated to be used. They are:
 - i. Infrastructure-related info – Roads & Drains (to be collected from the PS)
 - ii. Financial Accountability & Sustainability (to be collected from the PS)
 - iii. Basic Services to the Urban Poor & Slum Dwellers (to be collected from the PS)
 - iv. Administrative Transparency (to be collected from the PS)
 - v. Citizen Awareness & Capacity Development (To be collected from TLCC/WLCC/CBO members) – Total nr of respondents shall be 40.

Persons to be interviewed are given in the table below:

SI Nr	Respondent Type	Nr	
		Men	Women
1	TLCC: Members of civil society, professionals	10	4
	Representatives of poor	2	1
2	WLCC Councilor	3	2
	Other members	4	4
3	CBO	5	5
Total		24	16

Note: At the early stage of the project, CBOs may not have been formed. So for this particular survey, the 10 respondents so eyed will be altered to include: a) 6 poor reps (in place of given 3) from TLCC, 7 councilors (in place of stated 5) and 13 other members (in place of given 8) from WLCC

- **Individual Beneficiary Survey** (Randomized sample-based)

(Note: Survey at item 'f' is aimed at getting the perception/views of the respondents on the infrastructure (roads/drains/bridges & culverts/WS facilities/sanitation/ others). [Note: for the current survey, infrastructure completion-related questions/queries will not be made]

Besides, in selecting the respondents (ref sl 'f' above), assistance of the respective PSs shall be needed.

- Nr of respondents for instrument 'f' shall be 32. Its composition shall be :
 - School teacher – 4 (men & women)
 - Rickshaw puller – 3
 - Van puller – 2
 - Autorickshaw- 2
 - Slum dweller - 3
 - Shopkeeper – 4
 - Housewife – 2
 - GoB Officer – 2
 - Imam/Muajjin - 2
 - Adult student - 3
 - NGO office bearer 2
 - Others - 3
- The survey shall be conducted principally by the BME team, comprising:
 - Team Leader, BME (BME Wing)
 - Monitoring Specialist (BME Wing)
 - Evaluation specialist (BME Wing)
 - Data Analyst (BME wing)

[Note: Assistance/support of the LCDAs/CFWs are being used with the endorsement of the GICD management unit]

Progress of Assessment / Survey in the 10 PSs:

- During last quarter (Jan-Mar'16), out of 10 PSs, the stated detailed survey/assessment has been carried out in 6 PSs. They are: Rajbari, Lakshmipur, Sherpur, Kotalipara, Shahjadpur and Kishoreganj,
- Detailed info/data obtained through use of the stated instruments, are now being entered into relevant database. Eventually these will be further screened, analyzed and tabulated for use while preparing the relevant BME report.

- A substantial number of dummy tables have already been evolved to reflect the findings. The process is still on. These tables will form the crux of the subsequent assessment/ survey report on the 10 PSs assessed/surveyed in the process.
- In view of the probable inclusion of 5 (five) new PSs (currently a related PPTA is in progress), the BME team is continuing its collection of benchmark data on them. The process is still in progress. Incidentally, the ongoing PPTA team is expected to have socio-economic BM survey carried out in these PSs. The pertinent reports, when available, will be used by the project BME team in its evaluation-related activities and in measuring the project's output and outcome
- Lastly, the BME team, especially the TL, participated in the sensitization of newly elected mayors, is simultaneously supplementing and complementing in the efforts of other project consultants, especially, in the land acquisition, training, GDPA-specifics, SWM and certain other areas. These kinds of activities may well continue over the entire project period which would help maximize the use of project resources and the consultants it has under its arm.

Consumption of person-months by BME set -up

Regarding state of person-months consumed by the BME team, given below is a depiction of the said status to a period stretched to the end of 7th quarter since inception. .

BME specialists and their person-month utilization

Sl. No	Position	As per Contract		Person-month consumed (up to Q7)	Person months Unused (up to Q7)
		Qty	Person Month		
1	Sr BME Specialist and TL	1	60	12	48
2	Evaluation Specialist	1	60	12	48
3	Monitoring Specialist	1	60	12	48
4	Data Analyst	1	60	12	48

Tentative work-expanse for Jan-Mar'16 quarter

Salient works of the BME set up In the following quarter (Apr-Jun'16) will involve (not exhaustive):

- Completion of the field assessment / survey of 4 (four) remaining PSs.
- Compiling, analyzing and tabulating the data/info so fetched for subsequent use in the proposed report on the 10 PSs.
- Preparation of the BME Report on the stated 10 PSs
- Contribute to preparation of the project's QPR 6
- Continue to get further data / info from all 31 PSs of UGIIP III and keep updating and consolidating the created project data base.
- Interaction with the PPTA consultants for 8 PSs (of them 5 will come under UGIIP III) to get an insight into the stated PSs
- Incorporating into the project's BME-framework (created in conformity with DMF umbrella) the specific progress achieved so as to get reflection of benefits already accrued.
- Carrying out any other works assigned by the PMO from time to time.

Depicted below are a few snapshots taken in lakhipur that was the starter visit of the BME Team

Few snapshots



Damaged surface & shoulder of a Laksmipur Road, awaiting improvement under UGIIP III



A view of the PS-built amusement park at Laksmipur



Part of existing SW Dumpsite at Lakhipur warranting improvement



A major Lakhipur primary drain – overgrown with vegetation, which impedes timely drainage



Two views of functional IRP at Laksmipur

PME

2.5 Performance Monitoring and Evaluation (PME) Component:

2.5.1 Progress of UGIAP Implementation of Window-A Pourashavas Up to 31 March, 2016

Introduction

The UGIAP of 31 Pourashavas under Window-A includes the following 7 areas of activity: (i) Citizen Awareness and Participation (ii) Urban Planning, (iii) Equity and Inclusiveness of Women and Urban Poor (iv) Enhancement of Local Resource Mobilization (v) Financial Management, Accountability and Sustainability (vi) Administrative Transparency (vii) Keeping Essential Pourashava Services Functional. The UGIAP also includes activities, tasks and performance indicators/criteria at Entry (E), Intermediate (I) and Advanced (A) levels. Some of the UGIAP activities are core and some are non-core. All 31 Pourashavas have been included in the Project after successful completion of their entry-level UGIAP activities. Implementation of Intermediate UGIAP activities is ongoing at present.

The status of progress of UGIAP implementation up to December, 2015 is described below:

Area of Activity-1: Citizen Awareness and Participation

There are four activities under this Area of Activity:

- Formation and working of Town Level Coordination Committee
- Formation and working of Ward Level Coordination Committee
- Preparation and implementation of Citizen Charter
- Formation and Working of Information and Grievance Redressal Cell

Progress of activities of various activates are as indicted below:

• **Formation and working of Town Level Coordination Committee (TLCC):**

Consequent upon new elections, TLCCs were reorganized in 24 Pourashavas and it was not necessary to re-organize TLCCs in 7 Pourashavas which are Bera, Nilphamari, Laxmipur, Nabinagar, Benapole, Kotalipara and Meherpur. All the 31 Pourashavas have arranged meetings of TLCC at regular intervals. In the 31 Pourashavas the total participants in the discussion were 1185 out of 744 were men and which 441 were women and 184 were poor representatives. In the 31 Pourashavas the meeting minutes were prepared and disclosed and meeting decisions were followed up.

• **Formation and working of Ward Committee (WC):**

Like the TLCCs, WCs were reorganized in 24 Pourashavas due to new elections and it was not necessary to re-organized WCs in the same 7 Pourashavas. All the 31 Pourashavas held meetings of WC at regular intervals and the total attendance of those meetings was 2612 members of which 1537 were men and 1025 were women and 733 were poor representatives. All the Pourashavas kept record of meetings and decisions were communicated to the Pourashavas.

• **Preparation and implementation of Citizen Charter (CC):**

All the 31 Pourashavas have prepared the citizen charter. In 30 Pourashavas, citizen charters have been endorsed by TLCC and the same were approved by Pourashava council except in 1 Pourashava which is Nabinagar. All the 31 Pourashavas have displayed CC in Pourashava offices and other important places in the town. The concerned Pourashava has been informed to get the citizen charter endorsed by TLCC and Pourashava council.

- **Formation and Working of Information and Grievance Redressal Cell (IGRC):**
All the 31 Pourashavas have installed Complaint/grievance boxes in the Pourashava Offices and GRC were formed as per procedure. 31 Pourashavas, 2 Pourashavas held meetings as required and GRC activities were disclosed to TLCC.

Area of Activity-2: Urban Planning

Under this area of activity, there are the following 3 activities:

- Preparation and Implementation of Pourashava Development Plan (PDP):
- Control of development activities:
- Preparing annual O&M plan including budget provision:

Progress of activities are indicated below

- **Preparation and Implementation of Pourashava Development Plan (PDP):**

All the 31 Participating Pourashavas have prepared PDP at the time of entry level of the project. 31 Pourashavas have taken up 1021 schemes from the PDP and 16 Pourashavas have started implementation of 297 schemes from the PDP. Schemes have not been implemented in 15 Pourashavas which are Chapai Nawabganj, Charghat, Joypurhat, Lalmonirhat, Panchagarh, Shahjadpur, Bandarban, Khagrachari, Laxipur, Nabinagar, Rangamati, Meherpur, Chatak, Habiganj, Moulvibazar. The concerned Pourashavas have been informed to cover up the deficiency of implementation of schemes from PDP.

- **Control of Development Activities**

Town planning units have been established and those are functional in all the 31 Pourashavas. There are 418661 buildings in the Pourashavas and the numbers of approved buildings are 152393 representing 36.40%. During the quarter, applications have been submitted for construction/reconstruction of buildings of which approved has been obtained for 1284 buildings. Effective prevention of encroachment on public land has been ensured in 28 Pourashavas and that has not been done in 3 Pourashavas-Benapole, Kotalipara and Tungipara. The concerned Pourashavas have been informed to ensure effective control of public land.

- **Preparing annual O&M plan including budget provision:**

Annual O&M plans have been prepared in all the 31 Pourashavas. Implementation of O&M plans have been staked in 27 Pourashavas having different numbers the lowest being 3 and the highest being 28. Implementation of O&M plans have not been started in 4 Pourashavas-Kotalipara, Habiganj, Moulavibazar and Netrokona. The concerned Pourashavas have been informed to start implementation of O&M plans. The O&M plans have been posted on website by 22 Pourashavas and 9 Pourashavas have not posted on the website-Charghat, Naogaon, Panchagarh, Shahjadpur, Bandarban, Khagrachari, Laksam, Nabinagar and Netrokona. The concerned Pourashavas have been advised to post the O&M plans on Pourashava website.

Area of Activity-3: Equity and Inclusiveness of Women and Urban Poor

The following activities have been included under this area of activity:

- Form & activate Standing Committee (SC) on Women & Children
- Form & activate Standing Committee (SC) on Poverty Reduction & Slum Improvement
- Form Slum Improvement Committee (SIC) to implement slum improvement activities:

Progresses of activities are indicated below:

- **Form & activate Standing Committee (SC) on Women & Children (according to prescribed guideline) to prepare & steer customized GAP (Reference: Article 55 of Pourashava Act, 2009):**

Meetings of the standing committee have been held at regular intervals with agenda in all the 31 Pourashavas. Minutes of meeting have been prepared and disclosed in all the Pourashavas. Budget allocation on for gender activities has been made in all the 31 Pourashavas amounting to TK. 77449949. An amount of TK. 19099093 has been spent by 30 Pourashavas and no fund has been spent by Charghat Pourashava during the quarter. The cost of implementation upto March/16 is TK. 29713926 representing 38.49% in relation to the annual allocation. The level of expenditure varies greatly among various Pourashavas having the lowest 2.01% and the highest 150.04%. The Pourashavas having lower level expenditure have been advised to boost up expenditure.

- **Form & activate Standing Committee (SC) on Poverty Reduction & Slum Improvement (according to prescribed guideline) to prepare and steer customized PRAP (Reference: Article 55 of Pourashava Act, 2009):**

Meetings of the standing committee have been held at regular intervals with agenda in all the 31 Pourashavas. Minutes of meetings have been prepared and disclosed in all the Pourashavas. Budget allocation for PRAP activities has been made in all the 31 Pourashavas amounting to 125465871. An amount of TK. 26139817 has been spent by 30 Pourashavas and no fund has been spent by Charghat Pourashava during the quarter. The cost of implementation upto March/16 is TK. 42845307 representing 34.15% in relation to the allocation. Out of the 30 Pourashava incurring expenditure, there is a great variation between expenditure the lowest being 1.20% and the highest being 176%. The Pourashavas having lower level expenditure have been informed to increase expenditure for PRAP activities.

- **Form Slum Improvement Committee (SIC) to implement slum improvement activities:**

Out of 31 Pourashavas, slums have been identified only on 1 Pourashava-Joypurhat and PD has accorded approval to the same. SICs are being formed in those slums. Other Pourashavas have been advised to expedite identification of slums, formation of SICs and starting slum improvement activities.

Area of Activity-4: Enhancement of Local Resource Mobilization

Under this area of activity, 04 activities have been included as indicated below:

- Revenue mobilization through Holding Tax
- Revenue mobilization through collection of Indirect Taxes & Fees from other sources
- Computerize Tax Record System and Generate Computerized Tax Bill
- Fixation and Collection of Water Tariff

Progresses of various activities are indicated below:

- **Revenue mobilization through holding Tax:**

All the 31 Pourashavas have carried out re-assessment in due time. Re-assessment has been due in next year (2016-2017) respect of 6 Pourashavas-Shahjadpur, Bandarban, Laksam, Laxipur and Rajbari. Re-assessment has not been due in respect of the remaining 25 Pourashavas. The total arrear and current demand for the year 2015-16 is TK. 562,820,344 against which total collection upto March/16 has been TK. 294,555,013. The average percentage of collection is 52.34% with lowest level of 10.53% in case of Tungipara Pourashava and the highest of 86.29% in case of Bera Pourashava. All the concerned Pourashavas have been informed to cover up the deficiencies.

- **Revenue mobilization through collection of Indirect Taxes & Fees from other sources (Other than Holding Tax):**

During Fy 2014-15, The total collection has been TK. 874,319,123. The demand for 2015-16 has been 1,111,055,920 against which a sum of TK. 687,121,786 has been collected with an average collection efficiency of 61.84%. There have been variations of collection among various Pourashavas, the lowest being 30.38% in Kishoreganj Pourashava and the highest being 101.52% in Tungipara Pourashava. The concerned Pourashavas have been advised to cover up the deficiencies.

- **Computerize Tax Record System and Generate Computerized Tax Bill:**

All the 31 Pourashavas installed computerized tax billing software and updated tax data regularly. Computerized tax bills were generated and served to customers for payment except Nabinagar and Rajbari Pourashavas. The concerned Pourashava have been informed to cover up the deficiencies.

- **Fixation and Collection of Water Tariff:**

27 Pourashavas have piped water supply system and they have prepared plan for increasing water tariff. 4 Pourashavas- Shahajadpur, Nabinagar, Benapole and Chatak do not have piped-water supply facilities and 3 Pourashavas- Bandarban, Rangamati and Khagrachari have water supply facilities provided by DPHE. 27 Pourashavas have prepared plan for increasing water tariff. 27 Pourashavas have prepared and published inventory of assets. 27 Pourashavas have initiated collection of water bill through bank.

Area of Activity-5: Financial Management, Accountability & Sustainability

The following 6 activities have been covered under this area of activity:

- Preparation of budget through involvement of the Standing Committee on Finance and Establishment.
- Carrying out of Audit of Accounts through involvement of the Standing Committee on Accounts and Audit.
- Computerized accounting system installed
- Payment of Electric and Telephone bills
- Carrying out of inventory of fixed assets.

Progress of various activities are indicated below:

- **Preparation of Annual Pourashava Budget:**

Annual Pourashava budgets have been prepared by all the 31 Pourashavas. Display of draft budget, discussion of the draft budget in TLCC, final approval of budget and sending of budget to PMO have been done by 30 Pourashavas and Bandarban Pourashava has not done the above activities. The concerned Pourashava has been advised to cover up the deficiency.

- **Carrying out of Audit of Accounts:**

Annual Statements of Accounts have been prepared by all the 31 Pourashavas. Annual audit of accounts have been conducted by all the 31 Pourashavas. Audit reports were prepared and submitted to TLCC meeting by 31 Pourashavas. Audit reports were discussed by 31 Pourashava councils. The audit reports were sent to PMO by 31 Pourashavas.

- **Computerized Accounting System installed:**

Computerized accounting systems have been introduced by 31 Pourashavas. Data entries have been done in all the Pourashavas. Monthly Income and Expenditure Statement have been submitted to the Pourashava Mayors and Monthly/Quarterly Income and Expenditure Statements have been sent to PMO by 30 Pourashavas and 1 Pourashava has not submitted/sent the above report to PMO- Lalmonirhat. The concerned Pourashava has been informed to cover up the deficiencies.

- **Payment of Electric and Telephone Bills:**

Total arrear and current electricity-bill amounting to TK. 487004724 has been indicated by all the 31 Pourashavas. Arrear electricity bill paid upto March/16 amounting to TK. 50342974 has been indicated by 20 Pourashavas and 11 Pourashavas have not indicated of any arrear electricity bill payment-Charghat, Joypurhat, Panchagarh, Nabinagar, Rangamati, Benapole, Chuadanga, Kotalipara, Magura, Chatak and Netrokona Pourashava. Payment of current electricity bill has been reported by 26 Pourashavas and 5 Pourashavas have not reported of any payment-Ishwardi, Lalmonirhat, Rangamati, Magura and Muktagacha. Payment of total electricity bill amounting TK. 78,950,924 has been reported by 29 Pourashavas and 2 Pourashavas have not reported of payment total electricity bill. The total payment efficiency of electricity bill among various Pourashavas vary greatly between the lowest and the highest amounts.

Total arrear and current telephone bill received amounting to TK. 1,693,870 upto March/16 have been reported by all the 31 Pourashavas. 30 Pourashavas except Kotalipara have reported of payment of telephone bills upto March/16 amounting to TK. 510,812 representing payment efficiency of 25.81%. 7 Pourashavas have reported of payment of total unpaid telephone bill of TK. 1,183,058- Chapai Nawabganj, Noagaon, Panchagarh, Kotalipara, Magura, Rajbari and Sherpur Pourashavas. All the concerned Pourashavas have been informed to cover the deficiencies of payment of electricity and telephone bills.

- **Carrying out of Inventory of Fixed Assets:**

Fixed asset inventories have been prepared and those are being up dated by all the 31 Pourashavas. Computerized data base have also been prepared by all the 31 Pourashavas. All the Pourashavas have reported of a leased amount of TK. 184,997,126 for 1420 Bangla year and a leased amount of TK. 198,709,373 for 1421 Bangla year.

- **Status of Repayment of GoB Loans:**

21 Pourashavas have taken GoB loans and 10 Pourashavas have not taken any loan-Panchagarh, Bandarban, Khagrachari, Nabinagar, Benapole, Kotalipara, Rajbari, Tungipara, Netrokona and Sherpur Pourashava. Total amount of loan payable have been reported to be TK. 243,854,739. The amount of loan payable upto the reporting period is TK. 182,539,362 out of which an amount of TK. 161,414,559 have been paid representing a payment efficiency of 88.43%. The ranges of payment efficiency have varied significantly among Pourashavas from 49% to 100%. The concerned Pourashavas have been informed to cover up the deficiencies.

Area of Activity-6: Administrative Transparency

The following activities have been included under this area of Activity:

- Formation and Working of Standing Committees
- Ensure participation and assistance in conducting all training programmes:
- Using Improved Information Technology (IIT) for Good Governance

Progresses of various activities are indicted below:

- **Formation and Working of Standing Committees:**

All the 31 Pourashavas have formed all the required number standing committees. Regular meetings have been held and minutes prepared and disclosed to TLCC in all the Pourashavas.

- **Ensure participation and assistance in conducting all training program:**

All the 31 Pourashavas have been participated in all training programmes and have planned to provide budget from own sources. Actually, 30 Porashavas have made actual allocation of budget for training programmes except Khagrachari. 22 Pourashavas have incurred expenditure from the own training budget. 9 Pourashavas have not yet incurred any expenditure from the allocated budget- Nawabganj, Ishwardi, Panchagarh, Shahjadpur, Kotalipara, Magura, Tungipara and muktagacha Pourashava. The concerned Pourashavas have been informed to cover up the deficiencies.

- **Using Improved Information Technology (IIT) for Good Governance:**

28 Pourashavas have developed website and the website is updated regularly. 3 Pourashavas have not developed website-Charghat, Shahjadpur and Laksam. The concerned Pourashavas have been informed to cover up the deficiencies.

Area of Activity-7: Keeping Essential Pourashava Services Functional

The flowing 5 activities have been included under this area of activity:

- Collection, Disposal and Management of Solid Waste.
- Cleaning and Maintenance of Drains.
- Arrangement for making Street Lighting functional.
- Carrying out Operation & Maintenance (O&M) of Infrastructure & establishment & Operation of Mobile Maintenance Team.
- Managing sanitation.

Progresses of various activities are indicted below:

- **Collection, Disposal and Management of Solid Waste:**

All the 31 Pourashavas prepared action plan for collection, disposal and Management of Solid Waste. Action plans were implemented by all Pourashavas. Budget allocations have been made by 31 Pourashavas. Expenditure have been incurred in 31 Pourashavas. Regular collection of solid waste was done in core areas in all the Pourashavas. TLCC's Satisfaction levels have been assessed in case of 27 Pourashavas and those vary from the lowest of 66% to the highest level of 100%. The satisfaction levels have not been received from 4 Pourashavas-Chatak, Habiganj, Kishoreganj and Netrokona. The Pourashavas have been informed to cover up the deficiencies.

- **Cleaning and Maintenance of Drains:**

All the 31 Pourashavas have prepared Action plans, implemented Action plans and budgets allocated for cleaning and maintenance of drains. Expenditure were incurred in 31 Pourashavas. Regular cleaning of primary drains was done in 29 Pourashavas. Those vary from the lowest of 58% to the highest of 100%. The satisfaction levels have not been received from 4 Pourashavas- Benapole and Magura. TLCC's satisfaction levels were assessed in case of 27 Pourashavas Chatak, Habiganj, Kishoreganj and Netrakona. The Pourashavas have been informed to cover up the deficiencies.

- **Arrangement for making Street lighting functional:**

In all the 31 Pourashavas, action plans were prepared, action plans were implemented and budget allocations were made for making the street light functional. Expenditure were incurred in all the Pourashavas. TLCC's satisfaction levels were assessed in case of 27 Pourashavas and those vary from the lowest of % to the highest of 100%. The satisfaction levels have not been received from 4 Pourashavas-Chatak, Habiganj, Kishorganj and Netrokona. The Pourashavas have been informed to cover up the deficiencies.

- **Carrying out Operation & Maintenance (O&M) of Infrastructure & establishment & Operation of Mobile Maintenance Team (MMT):**

All the 31 Pourashavas prepared action plan to carry out O&M of infrastructure and operation of MMT. Budget allocations for implementation of action plan were made by all the 31 Pourashavas. Expenditures were incurred by 31 Pourashavas. MMTs have been functional in 31 Pourashavas. TLCC's satisfaction levels were assessed in 27 Pourashavas and those vary from the lowest of 20% to the highest of 100%. The satisfaction levels have not been received from 4 Pourashavas-Chatak, Habiganj, Kishoreganj and Netrokona. The Pourashavas have been informed to cover up the deficiencies.

- **Managing sanitation:**

31 Pourashavas prepared action plan for managing sanitation. Budget allocations for managing sanitation action plan were made by 31 Pourashavas and budget allocation have not been made in 01 Pourashava- Joypurhat. No expenditure was incurred by 4 Pourashavas – Joypurhat, Noagaon, Shahjadpur and Meherpur Pourashavas. Public toilets were made clean and functional by 31 Pourashavas and TLCC's satisfaction levels were assessed in 27 Pourashavas and those vary from the lowest of 66% to the highest of 100%. The satisfaction levels have not been received from 4 Pourashavas-Chatak, Habiganj, Kishoegaj and Netrokona. The concerned Pourashavas have been informed to cover up the deficiencies.

2.4.2 Progress of UGIAP Implementation in Window-B Pourashavas

A. Introduction

A letter was issued by the Chief Engineer, LGED on 31.05.2015 to the Mayors of 92 A-class Pourashavas endorsing monitoring format for Quarterly Progress Report (QPR) for implementation of simplified UGIAP to be included under financing for some window-B Pourashavas. Subsequently, 5 B-class Pourashavas voluntarily shared interest to be included under the process making a total number of 97 Pourashavas. The A-class Pourashava Mayors and other concerned Pourashava officials were given orientation in 7 regional LGED offices during August and September/15. Later on, consequent up on elections held in 41 A-class Pourashavas, the Pourashava Mayors, 3 CEOs and 41 Secretaries and also 3 B-class Pourashava Mayors were imparted orientation on UGIAP march, 2016.

B. Quarterly progress Reports (QPRs) Received from Pourashavas so Far

As per instruction contained in the letter of the chief Engineer, LGED, the Pourashavas were required to submit QPR from the quarter starting from July-September, 2015. In all, QPRs have been submitted by 64 Pourashavas during different quarters. The number of Pourashavas which submitted QPRs during different quarters as of 26.4.2016 are as follows:

Jul- September/ (QPR 5): 50, October-December/ (QPR 6): 51, January-March/16 (QPR 7): 47

3 Quarters in total: 37

The 37 Pourashavas which submitted QPRs for 3 quarters have provided more information than other Pourashavas. The reports received from 37 Pourashavas and also from other Pourashavas which will submit similar information will be analyzed and presented during April-June/16 QPR in relation to criteria of performance of simplified UGIAP for window-B Pourashavas.

2.5.3 Progress of Capacity Development of Window-A and Window-B Pourashavas

Orientation Workshop for Mayors of Window-A Pourashavas

Pourashava Election Held and New Pourashava Mayors Elected: Through the Pourashava elections held during December 2015 and January, 2016, out of the total 31 Pourashavas under Window-A, elections were held in 24 Pourashavas and election was not held in 7 Pourashavas. Out of 24 Pourashavas having elections, 18 Mayors were changed and 6 Mayors were re-elected. Relevant information about the election results are given in table 5.

Table 5: Name of Existing and Newly Elected Mayors under Third Urban Governance and Infrastructure Improvement (Sector) Project

SL. NO	Name of Pourashava	Name of Newly Elected Mayor	Remarks
1	Bandarban	Moha. Islam Baby	Election held and changed
2	Rangamati	Akbar Hossain Choudhury	Election held and changed
3	Khagrachari	Rofiquel Alam	Election held and unchanged
4	Laksam	Md. Abul Khaer	Election held and changed
5	Laxmipur	Abu Taher	Election Not held
6	Nabinagar	Md. Moen Uddin	Election Not held
7	Kishoreganj	Mahbub Pervez	Election held and changed
8	Mukttagacha	Md. Shahidul Islam	Election held and changed
9	Netrakona	Md. Najrul Islam Khan	Election held and changed
10	Sherpur	Golum Mohammad Kibria	Election held and changed
11	Habiganj	GK Gous	Election held and unchanged
12	Moulvibazar	Md. Fajlur Rahman	Election held and changed
13	Chhatak	Abul Kalam Chowdhury	Election held and unchanged
14	Chuadanga	Obaidur Rahman Choudhury	Election held and changed
15	Rajbari	Mohammad Ali Choudhury	Election held and changed
16	Kotalipara	Ohidul Islam	Election Not held
17	Tungipara	Ahmed Hossain Mirja	Election held and changed
18	Benapole	Ashraful Alam Liton	Election Not held
19	Jessore	Md. Jahirul Islam Chaklader	Election held and changed
20	Magura	Khurshid Haider Tutul	Election held and changed
21	Meherpur	Md. Motassim Billa Motu	Election Not held
22	Chapainawabganj	Nazrul Islam	Election held and changed
23	Joypurhat	Mostafijur Rahman	Election held and changed
24	Noagaon	Nozmul Hoque Sony	Election held and unchanged
25	Ishwardi	Abul Kalam Azad	Election held and changed
26	Bera	Md. Abdul Baten	Election Not held
27	Charghat	Md. Zakirul Islam (Bikul)	Election held and changed
28	Shahjadpur	Halimul Haque Miru	Election held and changed
29	Lalmonirhat	Md. Reazul Islam Rintu	Election held and unchanged
30	Panchgarh	Md. Touhidul Islam	Election held and unchanged
31	Nilphamari	Kamal Ahmed	Election Not held

Total Pourashava: 31; Election Held: 24; Mayors Changed: 18; Mayors Unchanged: 06

Need for Fresh Orientation of Newly Elected Mayors: Since most of the Mayors had been re-elected, there was a need for fresh orientation to them about different features of UGIAP. As such, a detailed orientation programme was chalked out for 3 days from 28 February to 01 March, 2016.

Venue and Programme for the Orientation Workshop: The venue of the orientation workshop was Level 11 of RDEC Building, LGED HQ, Dhaka. The programme for the workshop comprised the following:

Day 1:

Working Session 1:

- Recitation from the Holy Quran
- Presentation of the project by the project Director, UGIIP-III
- Remarks and reflections by the Session Chairpersons Addl, CE (UM), LGED

Working Session 2:

- Role of Mayors to improve Local Urban Governance by the Team Leader, UMSU, MGSP, LGED
- Remarks and reflections by the Session Chairpersons SE(UM), LGED

Formal Session:

- Welcome Address by the project Director UGIIP-III
- Speech by the ADB Representative
- Address by the special Guest-CE, DPHE
- Address by the special Guest-Addl. Secretary (Urban), LGD
- Speech by the Session Chairperson CE, LGED
- Inaugural speech by the Chief Guest-Secretary, LGD

Working Session 3:

- Brief on UGIAP by the TL, PME, UGIIP-III
- Project monitoring mechanism and achievement by the TL, BME, UGIIP-III
- Remarks and reflections by Session Chairperson –Addl. CE (UM), LGED

Day 2:

Working Session 1:

- Reporting requirements and techniques for implementation of UGIAP and pending issues by the project Director, UGIIP-III

Working Session 2:

- Formation and Strengthening of Pourashava committees and Enhancement of Local Resource Mobilization under UGIAP by the project Director, UGIIP-III
- Social Safeguard Requirement under UGIIP-III by the National Environmental specialist, MDS, UGIIP-III.
- Reflections and Closing Remarks by the Session Chairperson-SE(UM), LGED

Working Session 3:

- GAP and PRAP under UGIIP-III by the SGDPAS, UGIIP-III
- Water supply and sanitation improvement under UGIIP-III by the Project Manager, UGIIP-III, DPHE
- Slum improvement and poverty Alleviation Activities by SR. AE, UGIIP-III.
- Reflections and Closing Remarks by Session Chairperson-SE, DPHE.

Day 3:

Closing Session:

- Sub Project Selection, Formation, Packaging and Approval by DTL, MDS, UGIIP-III
- Procurement of civil works, policy and procedures by the Project Manager II, PMO, UGIIP-III
- Supervision and Quality Control Requirement of Infrastructure under UGIIP-III by Project Manager 1, PMO, UGIIP-III.
- Open discussion and views/remarks by the Mayors representatives.
- Concluding Remarks on the Workshop and Areas Addressed by the PD, UGIIP-III.
- Reflections on the Session and Closing of the Workshop by the Session Chairperson- Addl. CE(UM), LGED

Preparation and Distribution of presentation Material:

Presentation material were prepared and distributed among the participants concerning various topics of UGIAP of window-A Pourashavas Based on the presentation materials, various speakers explained relevant issues of various topics and clarified all relevant questions/issues raised by the participants. The monitoring and reporting format and procedures were explained by the Monitoring & Evaluation Specialist, PME and he clarified various issues/questions raised by the participants. The concluding session of the workshop was very useful where open discussion and views/remarks were model by various representatives of the Mayors about the usefulness of the workshop. The Project Director summarized the conclusions of the workshop and areas addressed. The Addl. Chief Engineer (UM), LGED and Chairperson of the session summed up the useful issues of the workshop.

Preparation of Guideline of UGIAP of Window-A Pourashavas:

A Guideline was prepared by incorporating issues of reference and the same was distributed among the participants in the workshop. The issues relevant to the implementation of UGIAP-A Pourashavas in relation to the rules and procedures have been included in the guideline and the users will get required insight/information for smooth implementation of UGIAP. The Table of contents includes the following issues:

Annex-1: Model orientation programme for window-A Pourashavas

Annex-2: Over all UGIAP of window-A Pourashavas.

Annex-3: Letter of the Project Director for sending the Pourashava documents for entry criteria.

Annex-4: Letter of the Project Director for sending the Pourashava document for intermediate criteria.

Annex-5: Letter of the Project Director for sending the Pourashava Quarterly Progress Report (QPR) for Intermediate criteria

Annex-6: Letter of the Project Director for sending QPR on urban planning.

Annex-7: Letter of the Project Director for sending QPR on keeping Pourashava services functional.

Annex-8: Letter of the Project Director for sending QPR regarding TLCC satisfaction on keeping Pourashava services functional.

Annex-9: Local Government (Pourashava Amendment) Act, 2010

Annex-10: Local Government (Pourashava) Act, 2009

Annex-11: Provision of the Local Government (Pourashava) Act, 2009 regarding formation of TLCC and office order of LGD about composition and ToR of TLCC.

Annex-12: Provision of the Local Government (Pourashava) Act, 2009 regarding formation of WC and Regulation of composition and TOR of WC

Annex-13: Provision of Local Government (Pourashava) Act, 2009 regarding Citizen Charter and a model of citizen charter circulated by the Project Director

- Annex-14: Guideline for implementation of Grievance Redress Cell.
- Annex-15: Provision of Local Government (Pourashava) Act, 2009 regarding urban planning issues.
- Annex-16: Instruction on the lay out plan of urban buildings and approval and control of drawing
- Annex-17: Composition and TOR of Standing Committee on Women and Children and Addl. Standing Committee on Women and Children Affairs.
- Annex-18: Composition and TOR of Addl. Standing committee on poverty Reduction and Slum Improvement.
- Annex-19: Provision of Local Government (Pourashava) Act, 2009 regarding assessment and collection of tax and Composition/TOR on Assessment and collection of tax.
- Annex-20: Rules relating to Assessment and collection of Pourashava Tax, 2013
- Annex-21: Model Tax schedule, 2014
- Annex-22: Circular of the Local Government Division regarding water supply
- Annex-23: Bye-law of Pourashava water supply, 1999
- Annex-24: Provision of Local Government (Pourashava) Act, 2009 regarding formulation of budget and composition/TOR of Standing Committee for formation of Pourashava Budget
- Annex-25: Pourashava budget (preparation and Approval) Regulations, 1999
- Annex-26: Provision of Local Government (Pourashava) Act, 2009 regarding Pourashava Account and Audit activities
- Annex-27: Composition and TOR of the Standing Committee on Account and Audit.
- Annex-28: Proof for payment of electric and telephone bills
- Annex-29: Letter of the Project Director for preparation/updating of inventory of fixed assets.
- Annex-30: Govt. procedures about inventory of fixed assets.
- Annex-31: Provisions of Local Government (Pourashava) Act, 2009 regarding formation of Standing Committees.
- Annex-32: Bye-law of composition and TOR of Standing Committee, 2013
- Annex-33: Provision of bye-law of composition and TOR of standing committee, 2014
- Annex-34: Provision of Local Government (Pourashava) Act, 2009 regarding use of improved information technology and good governance, solid waste collection and management, management of street light and management of public toilet.
- Annex-35: Bye-law of Pourashava public market, 2003
- Annex-36: Guideline for management, leasing and distribution of income of government market, 2011
- Annex-37: Instructions of leasing of Pourashava market, ferry ghat and bus terminal, 1995.
- Annex-38: Instructions of the Local Government Division for payment of Pourashava tax for office and other Government building, 1996.

Expected Outcome of the Orientation Workshop:

It is expected that the orientation workshop would be helpful in basic understanding of various relevant issues of UGIAP to all the newly elected mayors and the secretaries reporting procedures as explained/clarified in the workshop would also improved the next quarterly report on UGIAP.

Orientation Workshops for Secretary, Accounts officer/Accountant, Tax Collector and Assessor of window-A Pourashavas and GICD staff

- A. **Need for the Orientation Workshops:** The UGIAP for window-A Pourashavas is being implemented in 31 Pourashavas and the GICD officials of the Project HQ., Regional HQ and Pourashavas are providing assistance to the Pourashavas in smooth implementation of UGIAP activities. Orientations were previously provided to the Mayors, Chief Executive

officers and secretaries on UGIAP implementation. In the meantime, 2 Quarterly Progress Report (QPRs) were prepared by the Pourashavas and those compiled by the PME consultants. It appeared from the compiled document that there was a gap of understanding at various levels about proper implementation of UGIAP activities. As such, a need was felt to provide awareness through organizing orientation workshop for all the concerned Pourashava staff and GICD staff.

B. Participants of the orientation workshop: The Pourashava staff consisted of Secretary, Accounts officer/Accountant, Tax collector and Assessor. The GICD staff comprised of Regional coordinators and LCDA (Community and Finance). In addition, the GICD professionals working at the PMO HQ also attended the workshop. In all the following 4 Workshops were held:

- 17.02.2016
- 24.02.2016
- 25.02.2016
- 10.03.2016

In the workshop held on 17.02.2016, 51 participants were invited comprising 32 Pourashava staff and 19 GICD staff. Out of 32 invited Pourashava staff, from Rajbari, Kotalipara, Tungipara, Chuadanga, Jessore, Meherpur, Magura and Belapole Pourashava, 29 staff attended and a total of 23 GICD staff attended.

45 staff were invited to the workshop held on 24.02.2016 consisting of 28 Pourashava staff and 17 GICD staff. All the 28 Pourashava staff invited were from Sherpur, Kishoreganj, Netrokona, Muktagacha, Habiganj, Moulovibazar and Chatak Pourashavas and a total of 19 GICD staff attended the workshop.

In the workshop held on 25.02.2016, 52 participants were invited of whom 32 participants were from Laksmipur, Laksam, Bandarban, Rangamati, Khagrachari, Nabinagar, Bera and Shahjadpur Pourashavas and 20 staff were from GICD. All the 32 staff from the concerned Pourashavas attended the workshop and 21 GICD staff attended.

52 participants were invited to the workshop held on 10.03.2016, of whom 32 were from Panchagar, Nilphamari, Lalmonirhat, Joypurhat, Naogaon, Chapai Nawabganj, Charghat and Ishwardi Pourashavas and 20 staff were invited from GICD. All the 32 staff from 8 Pourashavas attended the workshop and 22 GICD staff attended.

C. Venue and Programme of the workshop: The venue of all the orientation workshops was the Executive Engineers office, Dhaka Region. The typical programme was as follows:

- Registration
- Recitation from the Holy Quran
- Welcome Address and objectives of the orientation workshop by the Project Director
- Citizen Awareness and participation by the Team Leader, PME
- Equity and Inclusiveness of women and urban poor by the SGDPAS/JGDPAS
- Urban planning by PM-1/M&ES
- Enhancement of Local Resource Mobilization by FMS,PME/FMS, GICD
- Financial Management, Accountability and Sustainability by M&ES, PME
- Administrative Transparency by DA, PME
- Keeping Essential Pourashava services Functional by PM-2/DA, PME
- Review of Quarterly progress monitoring format by M&ES, PME

- D. Preparation and Distribution of presentation materials:** Presentation materials were prepared and distributed among the participants concerning various topics of UGIAP of window-A Pourashavas. Based on the presentation materials, various speakers explained relevant issues of various topics and clarified all relevant questions/issues raised by the participants. The monitoring and reporting format and procedures were explained by the Monitoring & Evaluation Specialist, PME and he clarified various issues/questions raised by the participants.
- E. Preparation of Guideline of UGIAP of window-A Pourashavas:** A Guideline was prepared by incorporating issues of reference and the same was distributed among the participants of the workshop. The issues relevant to the implementation of UGIAP of Window-A Pourashavas in relation to rules and procedures have been included in the guideline and the users all get required insight/information for smooth implementation of UGIAP. The Table of contents is the same as included under preceding sub-section of this report for the Pourashava Mayors.

Expected outcome of the workshop orientation: It is expected that the orientation workshop would be helpful in generating basic understanding on various relevant issues of UGIAP among different categories of Pourashava and GICD staff. The reporting procedures as explained/clarified in the workshop would also improve the next quarterly progress reports on UGIAP.

Orientation Workshop for Mayors, CEO, Secretaries of Window-B Pourashavas

A) Capacity Development Activities Implemented during QPR-5:

During August and September, 2015, Orientation were given to 92 Window-B Pourashavas in 7 regional Centres of LGED. The centres were Dhaka, Comilla, Mymensingh, Khulna, Barisal, Rangpur and Bogra. A total of 340 participants attended the orientation workshops comprising 77 mayors, 3 CEOs, 91 XENs, 87 Secretaries and 82 Chairpersons of WCAC.

B) New Pourashava Elections Held and Mayors Elected:

During December, 2015/January, 2016, Pourashava elections were held in 64 Pourashavas and a total of 41 A class Pourashava Mayors were newly elected. The newly elected 41 Pourashava Mayors were provided orientation on simplified UGAIP of window-B Pourashavas. In addition to these Pourashava Mayors, 3 voluntarily participants class B Pourashava Mayors were also invited to the orientation workshop. Moreover, 3 CEOs of class A Pourashavas and 44 secretaries of class A and class B Pourashavas were also invited to the workshop. The class A Pourashava Mayors were from Alamdanga, Birampur, Boalmari, Chatkhil, Phulpur, Gaibandha, Godagari, Hajiganj, Ishorganj, Jamalpur, Keshabpur, Kotchadpur, Kurigram, Manikganj, Muladi, Munshiganj, Nabiganj, Nandigram, Narail, Natore, Noahata, Noapara, Raipur, Ramganj, Sathia, Satkhira, Savar, Shahrasti, Shibchar, Shibganj, Sirajganj, Shorupkathi, Singra, Sujanagar, Thakurgaon, Tarabo, Alamdanga and Goffargaon Pourashavas.

C) Venue, Programme and Budget of the workshop:

The invitation letter for the orientation workshop held on 15.3.2016 was issued by the Chief Engineer on 8.3.2016. The venue of the workshop was level 12 of the RDEC Building, LGED, Agargaon, Dhaka. The programme of the workshop of the following:

Inaugural Session

- Welcome Address by the Project Director, UGIIP-III
- Objective of the orientation workshop by the Superintending engineer (UM), LGED
- Address of the special Guest by the Addl-Chief Engineer (UM), LGED
- Address of the Chief Guest and Inauguration of the Workshop by the Chief engineer, LGED

Working Session

- Introduction to the Project and UGIAP by the Project Director
- Citizen Awareness and participation by the Team Leader, PME
- Equity and Inclusiveness of women and Urban Poor by the SGDPAS
- Enhancement of Local Resource Mobilization by the FMS, GICD
- Financial management, Accountability and Sustainability by the M&ES, PME
- Administrative transparency by the DA, PME
- Keeping Pourashava Services Functional by the DA, PME
- Monitoring and Reporting procedure, by the M&ES, PME

On the basis of request from the superintending Engineer, UMSU, LGED, the Project Director UGIIP-III prepared the budget of the workshop.

D) Preparation and Distribution of the Presentation Material:

Presentation material were prepared and distributed among the participants concerning various topics of UGIAP of window-B Pourashavas. Based on the presentation materials, the Project Director explained relevant issues of various topics and clarified all relevant question/issues raised by the participants.

The monitoring and reporting format and procedures were explained by the Monitoring & Evaluation specialist, PME and he clarified various issues/questions raised by the participants.

E) Revision of Guideline of UGIAP of Window-B Pourashavas:

The Guideline prepared last year was revised by incorporating farther issues of reference and the same was distributed among the participants of the workshop. The issues relevant to the implementation of simplified UGIAP in relation to rules and procedure have been included in the guideline and the users all get required insight/information for smooth implementation of UGIAP. The Table of Contents included the following issues:

Annex-1: Model orientation programme for window-B Pourashavas

Annex-2: Simplified UGIAP of window-B Pourashavas

Annex-3: Letter of the Chief Engineer, LGED to the Mayors of window-B Pourashavas.

Annex-4: Letter of the Project Director, UGIIP-III to the superintending Engineer (UM), LGED

Annex-5: Local Government (Pourashava Amendment) Act, 2010

Annex-6: Local Government (Pourashava) Act, 2009

Annex-7: Provision of the Local Government (Pourashava) Act, 2009 regarding formation of TLCC and office order of LGD about composition and ToR of TLCC.

Annex-8: Provision of the Local Government (Pourashava) Act, 2009 regarding formation of WC and Regulation of composition and TOR of WC

- Annex-9: Provision of the Local Government (Pourashava) Act, 2009 regarding assessment and collection of tax and composition/TOR of the standing committee for assessment and collection of Tax.
- Annex-10: Rules relating to Assessment and collection of Pourashava Tax, 2013
- Annex-11: Model Tax Schedule, 2014
- Annex-12: Provision of the Local Government (Pourashava) Act, 2009 regarding preparation of annual budget and composition/TOR of the standing committee for formation and approval of Pourashava Budget
- Annex-13: Pourashava budget (preparation and Approval) Regulations, 1999
- Annex-14: Provision of the Local Government (Pourashava) Act, 2009 regarding account and Audit and composition and TOR of Standing Committee for Pourashava Accounts and Audit
- Annex-15: Provision of the Local Government (Pourashava) Act, 2009 regarding water supply.
- Annex-16: Bye-law of Pourashava water supply, 1999
- Annex-17: Proof for Payment electric and telephone bills
- Annex-18: Bye-law of composition and ToR of standing committee, 2013
- Annex-19: Revision of bye-law of composition and ToR of standing committee, 2013
- Annex-20: Revision of bye-law of composition and ToR of standing committee, 2014

Expected outcome of the orientation workshop:

It is explained that the orientation workshop would be helpful in generating basis understanding of various relevant issues of UGIAP to the newly elected Mayors and the secretaries and the Reputing procedures would be improved in the next quarterly report on UGIAP.



Orientation and Review meeting on UGIAP implementation under Window-A Pourashavas



Orientation and Review meeting on UGIAP implementation under Window-A Pourashavas



Orientation and Review meeting on UGIAP implementation under Window-A Pourashavas



Orientation for the Mayors, CEO and Secretary on UGIAP implementation under Window-B Pourashavas



Orientation for the Mayors, CEO and Secretary on UGIAP implementation under Window-B Pourashavas



Orientation for the Mayors, CEO and Secretary on UGIAP implementation under Window-B Pourashavas

GDPA

2.6 Equity and Integration of Women and Urban Poor - March 2016

Inclusiveness may be regarded as one of the major facts for establishing of Good Governance in a country like Bangladesh. The current scenario of Bangladesh does not provide adequate impression of women and urban poor's participation in Pouro milieu. Along this line of observation the project has included the issue in its UGIAP activity and attempts to address in the form of GAP and PRAP.

GAP

Entire (31) project PSs have observed IWD on 8 March through organizing colorful rallies. GAP is being implemented by 30 project PSs using allocated fund earmarked for GAP implementation from own revenue fund. The PSs are utilizing this fund to extend benefit to women through providing IGA trainings/ support, helping with cash money to destitute women, providing education assistance, provision of tube wells and women friendly infrastructure, etc.

In the current quarter, eight hundred and eleven women have been provided with different IGA trainings, i.e. sewing, handicraft, poultry, computer, packaging, fishing, etc. Among them 63 have been provided with sewing machines, 234 women with chicken and ducklings, tube wells have been distributed to 30 and toilet to 66. All these have been made available free of cost. Loan at a low interest rate has been extended to 52 women.

In this quarter, four PSs have built ghatla (stair at pond/ river bank) for women, 1 PS has arranged sitting space and toilets for women in Pouro park and bus stand, 1 PS has built sheds/ mothers' clubs for mothers who bring their children to school.

During Jan'-Mar'16 quarter, PSs have used 14.4 million BDT earmarked for GAP from PS revenue fund.

Courtyard meetings are regularly taking place in entire project PSs. In the current quarter PSs have organized 560 courtyard meetings.

With the project intervention, the facilities for women laborers, i.e. separate toilets, sheds, etc. are being arranged on the construction sites and engagement of women laborer is around 32%.

An orientation workshop has been organized for PMO staff and consultants (placed at PMO) regarding Gender issues and GAP implementation.

The GDPA team and the PMO organized a day-long training on monitoring format to track GAP implementation. Secretary of 'SC on WCA' (PS staff), LCDAs and RCs participated in the event.

The urgency/necessity of preparing and implementing GAP with budget allocation from PS revenue fund was discussed in the workshops arranged for window-B mayors of 95 PSs.

Gender issues and GAP implementation were shared with a special emphasis in the UGIIP-3 Mayors' Workshop. Use of PS GAP fund and the status of each PS regarding the fund utilization



Women laborer in construction work: Bera PS



Orientation Workshop on GAP: for PMO



Package making training under PS GAP: Muktagacha PS



women in rally in observing IWD'16: Nilphamary PS



Women making a speech in the occasion of IWD: Magura PS



PS arranged colorful rally to observe IWD: Bandarban PS

PRAP

Entire project PSs have their tailor made PRAP and earmarked budget for its implementation from PS revenue fund. Slum Improvement and Poverty Reduction. Standing Committee (SC on PR&SI) of the project PSs are responsible for preparing and implementing PRAP. This committee is functional and their monthly meetings are being convened regularly.

In this quarter 30 project PSs have utilized around 25.13 million BDT from the earmarked fund for PRAP implementation from PS revenue budget.

The essentiality of preparing tailor made PRAP and implementing it with the earmarked budget from PS revenue fund was also discussed in the Mayors' Workshop organized for window-B PSs.

Implementation of PRAP using own revenue fund was also shared in the Mayors' Workshop of UGIIP-3. Slum development activities were also discussed with the mayors during the event.

The guideline for selecting slum on priority basis has been shared with the project PSs. PSs are in the process of selecting slums according to the project guideline. In this quarter, PMO has approved 7 slums in 1 project PS.

Guidelines for survey, formation of Primary Group (PG) and Slum Improvement Committee (SIC) have also been customized. GDPA team and PMO have already planned to organizing training regarding survey, formation and operating of PG, SIC, etc.

3. Overarching Training Imparted and Plan

Training under the project are planned and provided in four principal areas, albeit quite a few are organized under the PMO umbrella. The four entities imparting such training are: GICD, MDS, GDPA and PME.

MDS: Alongside assisting in a wide range of infrastructure-related activities, one important activity under MDS umbrella remains providing training to the PIU engineers/technicians and contractors on engineering aspects and practices and importantly in the areas of quantity surveying, preparation of bid documents, drawings and designs and quite a few other areas. Along the line, the MDS team stands to evolve a detailed training program for the entire period of their duration in the project. However, training provided under MDS section in the reporting quarter is given in the combined table that could be viewed at the end of this section.

GICD: GICD principally carryout training, sensitization and on the job training specially for poura personnel and members of TLCC, WLCC and other members of different PS SCs. The objective of such training are imparted around UGIAP implementation. During last quarter, GICD has convened training on formation, functions and responsibilities of TLCC. The particulars of the stated training are given in the combined matrix provided at the end of this section.

GDPA: Under GDPA section as well, training have been provided to recipients from the PSs and communities. During last quarter, such training provided under GDPA are shown in the combined matrix provided at the end of the section.

PME: Training/orientation/sensitization are also carried out by the PME section. In the last quarter, orientation/sensitization of Window B PSs were convened by PME at four different centers. However, PME has not organized any such training during the reporting quarter. Now depicted below is a combined table showing all training/seminar/workshop carried out during the reporting quarter i.e. 7th Qtr

Training Courses Implemented Upto March, 2016 (QPR-7)

SN	Training area	Trainees	Duration	Progress During last QPR 6 (upto Dec.15)			Progress During this Quarter (Jan-Mar 2016)			Cumulative upto March16 (QPR-7)		
				Nr of batches	Nr of trainees	Nr of trainee days	Nr of batches	Nr of trainees	Nr of trainee days	Nr of batches	Nr of trainees	Nr of trainee days
1	Contractors' training including Gender, Planning, Quality Control & Safeguard Issues in Construction Works	Contractors, XEN, AE, SAE, ME	1	1	48	48	-	-	-	2	74	74
2	Public Procurement of Works	XEN, AE, SAE	4	2	56	224	-	-	-	2	56	224
3	E-Government Procurement	XEN, AE, SAE, ME	4	1	19	76	-	-	-	1	19	76
4	Resettlement and Environmental Safeguards	XEN,AE, Town Planner, Urban Planner	3	1	31	93	-	-	-	1	31	93
5	Safeguard issues	PMO officers, PIU XEN, PIU AE	1	1	31	31	-	-	-	1	31	31
6	Road maintenance Training including Mobile Maintenance	XEN, AE, SAE	3	-	-	-	2	48	144	2	48	144
7	Orientation Workshop for the Mayors of Project Pourashava	Mayors	3	-	-	-	1	31	96	1	31	93
8	Training on GAP Monitoring Format Fillup	Secretary, Member Secretary of W&Csc/SDO, LCDA	1	-	-	-	2	71	2	2	71	2
9	Orientation on Gender and GAP Implementation	PMO Staff	1	-	-	-	1	37	1	1	37	1

SN	Training area	Trainees	Duration	Progress During last QPR 6 (upto Dec.15)			Progress During this Quarter (Jan-Mar 2016)			Cumulative upto March16 (QPR-7)		
				Nr of batches	Nr of trainees	Nr of trainee days	Nr of batches	Nr of trainees	Nr of trainee days	Nr of batches	Nr of trainees	Nr of trainee days
10	Orientation of UGIAP Implementation	Secretary, Accountant/Accounts Officer, Tax collector, Assessor, LCDA & RC	1	-	-	-	4	199	4	4	199	4
11	Orientation Workshop for the Mayors of Window-B Pourashavas	Newly Elected Mayor & Secretary	1	-	-	-	1	89	1	1	89	1

Training Courses to be implemented in the next Quarter, April – June, 2016

S.N.	Training area	Trainees	Duration	Nr of batches	Nr of Trainee	Tentative Nr of Trainee days
1	Orientation of newly elected Councilors	Elected Councilors	1	9	324	324
2	Contractors' training including Gender, Planning, Quality Control & Safeguard Issues in Construction Works	Contractor, XEN, AE, SAE, ME	1	2	60	60
3	Basic Quality Control Course	AE, SAE	2	2	62	186
4	E-Government Procurement	XEN, AE, SAE, ME	4	3	48	192
	Sub Total			16	494	762

4. Major Project issues and Problems

MDS:

Problems and Constraints

- Mobilization of Consultant's personnel in many cases were delayed. DTL could not be mobilized before June 15. One of the quality control engineers, Mr. A.S.M. MahbubHussain and Drainage Engineer were mobilized on 01 July 15. The Safeguard Specialists mobilized earlier are all left the projects and the latest ones are mobilized from September – December, 2015. Municipal Engineers of Benapole, Tungipara, Chuadanga, Bera, Lalmonirhat, Shahjadpur and Chattak pourashavas have been mobilized from July – September, 2015 and two cost estimators on 01 June, 15. This delay caused delays in preparation SPARs including IEEs and RPs/DDR, preparing estimates, BOQs, and bid documents. Two of the MEs could not be mobilized yet.
- Tendering and evaluation of tenders were delayed due to election of Pura- parishads in most of the project pourashavas which also caused implementation delays. The progress of works of the subprojects, started before election, were stopped during election.
- Pourashavas took long time in the evaluation of tenders.
- All the subprojects in 10 priority pourashavas will need recasting of the estimates and it seems that the subprojects were prepared without proper condition survey.
- Most of the 'drain designs' need review and redesigning. It seems that proper level surveys were not done during preparing design and estimates.

Solutions to the Problems and Recommendation

- Mobilization of consultant's remaining staff should be mobilized soon.
- Transport cost to MEs for site supervision should be given as early as possible
- Pourashava technical staff should take more responsibility in supervision and quality control
- Progress of work should be expedited
- Recasting of estimates of the subprojects of 10 priority pourashavas should be completed as early as possible mentioning proper explanation/ cause of recasting of estimates
- Proper survey should be conducted before preparing any future subprojects.
- Contractors and their representatives should be made aware of their duties and responsibilities related to environmental management and social safeguard compliance.

GICD

UGIAP activities : Problems encountered during Implementation (Intermediate level) and Recommendations.		
Activity	Implementation Problems	Recommendations
1. Citizen Awareness and Participation	<ul style="list-style-type: none"> • Representatives from Associate Establishments (GoB) remain mostly absent in meetings. • TLCC meetings sometimes are drawn very hurriedly without giving time. • Meeting minutes of WC sometimes are not kept properly and disclosed. • Writings in Citizen Charter in some places have been faded. 	<ul style="list-style-type: none"> • Respective Mayor may contact the concerned departments and to ensure attendance. • Advanced planning of meeting dates are needed. • Chairman WC should be more careful TLCC may also intervene. • Secretary may check, rectify up date & report to TLCC.
2. Urban Planning	<ul style="list-style-type: none"> • Priority schemes in PDP sometimes are changed. • Many Pourashavas having no Town Planners are facing problems in Development Control. • Public awareness of Development Control is absent. • Public land are not always marked/demarcated • O&M Plan can not be prepared for lack of experience and fund. • Shortage of skilled manpower. 	<ul style="list-style-type: none"> • Priority scheme list should be re-scheduled if necessary but approved by TLCC. • Appointment of T.P. should be ensured. Mayor may take initiative. • Mechanism to develop for increasing more public awareness. • Mayor & other GoB establishments may jointly take initiatives. • Appropriate training and fund allocation are needed. • Need to be recruited and fund allocation made.
3. Equity and Inclusiveness of Women & Urban Poor.	<ul style="list-style-type: none"> • Required amount of fund allocation for GAP & PRAP implementation sometimes fall short for Poura revenue Budget • Activities to improve slum condition have started late. 	<ul style="list-style-type: none"> • TLCC should ensure fund and monitor the activities. • Pourashavas should do the needful as per circular from PMO. • Implementation schedule should be worked out accordingly.
4. Enhancement of Local Resource Mobilization.	<ul style="list-style-type: none"> • Revenue Mobilization through holding tax has remain under pressure due to non-payment. • Assessments sometime are not done in due time or are made delayed. • Sometimes Rental and Lease money are not enhanced due to litigation and group interest. 	<ul style="list-style-type: none"> • Public awareness should be increased and encouraged to pay taxes. • Pourashavas should strictly follow assessment/re-assessment rules & work accordingly and report to TLCC. • Regular updating and reporting to TLCC and Poura Parishad are essential. • Pourashavas may use SC and other departments to prepare and effective

UGIAP activities : Problems encountered during Implementation (Intermediate level) and Recommendations.		
Activity	Implementation Problems	Recommendations
	<ul style="list-style-type: none"> Reasonable and acceptable Tariff enhancement plan are not sometimes done by Pourashavas due to lack of experience and data. 	<ul style="list-style-type: none"> plan. Inventory & updated data needed.
5. Financial Management Accountability and Sustainability.	<ul style="list-style-type: none"> Sometimes Audit Reports reach very late at PMO office. Progress on Inventory of fixed Assets is slow. Electric & Telephone Bills have been problematic areas. Arrear bills are burdensome to all Pourashavas. BMDF & GoB Loans need to be rescheduled for few Pourashavas due to non-payment. 	<ul style="list-style-type: none"> Pourashava Accounts department should note the dead line of "3 months" for this purpose. Requests have already been made. Mayor and Engg. Section should be more prompt. Regular payment should be encouraged by PMO under intimation to TLCC. More flexible approach for re-scheduling loan is needed.
6. Administrative Transparency.	<ul style="list-style-type: none"> Allocations for training programme sometime fall short of requirements from Pourashava. Uploading of Pourashava information are not done regularly in the web site. 	<ul style="list-style-type: none"> Necessary allocation should be made. Necessary monitoring is needed and Mayor should remain informed.
7. Keeping Essential Pourashava services functional	<ul style="list-style-type: none"> Collection, Disposal and Management of Solid waste have been more or less problematic for many Pourashavas. Regular cleaning of Primary drains are not always possible for Pourashavas due to lack of manpower, fund are physical Blockage. Action Plan for keeping street light functioning is not always possible for lack of maintenance and budget allocation. 	<ul style="list-style-type: none"> Budget allocation should be increased TLCC satisfaction should be ensured. Drain should be grouped according to locations and more efforts are to be made with increased manpower TLCC should remain satisfied. Regular maintenance of street lights and supporting logistics should be there. Budget should be enough to do so. TLCC should remain satisfied.

5. Compliance with Safeguards and Covenants

5.1 Compliance with Loan Covenants

Loan Covenants- Loan 3142-BAN (SF)	Status/Issues
Project specific covenants (Section 4.01)	
Implementation arrangements	
1. The Borrower and the Project Executing Agency shall ensure that the Project is implemented in accordance with the detailed arrangements set forth in the PAM. Any subsequent change to the PAM shall become effective only after approval of such change by the Borrower and ADB. In the event of any discrepancy between the PAM and this Loan Agreement, the provisions of this Loan Agreement shall prevail.	Complied
2. The Borrower shall ensure the establishment of (a) a PMO and (b) a PIU in each participating Pourashava, in a timely manner with adequate full-time staff to implement the Project and each Subproject in accordance with the requirements and procedure set forth in the PAM. The Borrower shall also ensure that staff and officials who receive training under the project are not transferred out of their respective organization for the duration of the Project implementation.	Complied
Coordination among the Borrower's Agencies	
3. The Borrower shall be fully committed to the Project and shall ensure that all its ministries, agencies and divisions involved in the implementation of the project, including local government authorities, give their full cooperation to ensure smooth implementation of the project. Specially, the Borrower shall cause the project Executing Agency and any other relevant authority to give full, timely and efficient cooperation in issuing any licenses, permits or approvals required in connection with construction, upgrade, and/or improvement of Project facilities within the Project areas	Complied
Policy Related Matters	
4. Within 6 months of the Effective Date, The Borrower shall approve a revised organogram for Pourashavas to strengthen their functions in terms of urban planning and management of water supply systems.	Process is ongoing
5. The Borrower shall approve (a) the National Urban Policy within 3 months of the Effective Date; and (b) within 12 months of such approval, a comprehensive sector development program which builds on the sector development plan as set forth in Appendix 10 of the PAM. The Borrower shall also provide adequate support and guidance to Pourashavas to facilitate controlled and sustainable urban development, including the appointment of qualified full-time staff and timely gazetting of urban master plans endorsed by Pourashavas.	Process is ongoing
6. The Borrower shall remain committed to performance-based budgetary allocations during Project implementation and thereafter, and shall develop by 2018 a unified set of objective performance criteria to be applied generally to all Pourashavas to assess municipal governance for the purpose of increasing its budgetary allocation of annual block grants to Pourashavas linked to performance.	On-going
Counterpart Funds	
7. The Borrower shall provide, as necessary, counterpart staff, land, facilities and funding required for timely and effective implementation of the Project, including, without limitation, any funds required (a) to meet any shortfall between cost and revenues for the O&M of Project facilities; (b) to mitigate unforeseen environmental or social impacts; and (c) to meet any additional costs arising from design changes, price escalation in construction cost and/or unforeseen circumstances such as proceeds of the	Being Complied With

OFID Loan not being made available. The Borrower shall make the resources thus required available on an annual basis for the fiscal year.	
8. The Borrower shall ensure, or cause the Project Executing Agency to ensure, that each Participating Pourashava provides adequate funds from budgetary allocations or other sources to cover, at a minimum, (a) its loan repayment obligations under the Subsidiary Financing Agreement; and (b) O&M costs for the relevant Subproject(s) and Project facilities.	Being Complied with
Project Website	
9. Within 6 months after the Effective Date, the Borrower shall ensure the Project Executing Agency, through its website or a project-specific website, disclose key project-related information, including costs, safeguards, and procurement matters such as basic details of bidding procedures adopted, the list of participating bidders, name of the winning bidders, amount of contract award, and the list of goods/services procured. The website shall also include general information on project progress, as well as contract details for the project Executing Agency's counterpart staff in Bangla and English languages, and shall provide a link to ADB's office of Anticorruption and Integrity website at http://www.adb.org/site/integrity/main for reporting to ADB any grievances or allegations of corrupt practices arising out of the project and/or Project activities. The Borrower shall causes the Project Executing Agency to ensure that all Project staff are fully aware of ADB's procedures, including, but not limited to, procedures for implementation, procurement, disbursements, reporting, monitoring, and prevention of fraud and corruption.	Complied
Grievance Redress Mechanism	
10. Within 12 months after the Effective Date, the Borrower shall ensure that the Project Executing Agency prepare a grievance redress mechanism, acceptable to ADB, to receive and resolve complaints/grievances or act upon reports from stakeholders on any irregularities, including grievances due to resettlement. The mechanism shall (a) make the public aware of the existence of this grievance redress mechanism; (b) receive, review and address complaints/grievances of stockholders of the Project, in relation to the Project, any of the service providers, or any person responsible for carrying out of any aspect of the Project; and (c) proactively and constructively respond to them.	Complied
Pourashava Eligibility	
11. The borrower shall seek and obtain a letter of commitment from each Participating Pourashava, with endorsement from the respective town –level coordination committee, indicating its commitment to governance reform and model town development, as a prerequisite for inclusion in the project.	Complied
12. The Borrower shall ensure that: (a) No Pourashava receives any funding under Window A until It has fulfilled the relevant criteria for the 3 phases of the UGIIP, namely (i) the entry criteria for phase 1; (ii) the intermediate criteria for phase 2; and (iii) the advanced criteria for phase 3 ; as set forth in Appendix 6-1 of the PAM (b) no Pourashava receives any funding under Window B until it has been assessed in accordance with paragraph 13 below and found to have performed to a standard acceptable to the Project Executing Agency and ADB against the criteria for Window B set forth in Appendix 6-2 of the PAM; and	Being Complied
(c) The amount of funding to be allocated for each phase of Window A and Window B shall be as agreed between the Borrower and ADB.	
13. For the purposes of Window B, the Borrower shall ensure that (a) performance assessments are conducted twice during project implementation in consultation with ADB on all Class A Pourashavas and	Process is ongoing

those Class B and Class C Pourashavas that wish to participate in an assessment; and (b) performance-based funds in amounts as agreed by the Borrower and ADB are allocated to the best performing Pourashavas as determined by the Project Executing Agency and ADB.	
Subproject Appraisal and Selection	
14. The project Executing Agency shall ensure that all Subprojects are selected and implemented in accordance with the subproject selection criteria and requirements as agreed with ADB and set forth in Appendix 5 to the PAM.	Complied
15. The Borrower shall ensure, or cause the Project Executing Agency to ensure that there is no overlap of activities between Subprojects and projects funded by other development partners.	Complied
Environment	
16. The Borrower shall ensure, or cause the Project Executing Agency to ensure that the preparation, design, construction, implementation, operation and decommissioning of the project, each Subproject and all project facilities comply with (a) all applicable laws, rules and regulations of the Borrower relating to environment, health and safety; (b) the Environmental Safeguards; (c) the EARF; and (d) all measures and requirements set forth in the respective IEE, the EMP, and any corrective or preventative actions set forth in a Safeguards Monitoring Report.	Being Complied
Resettlement	
17. The Borrower shall ensure, or cause the project Executing Agency to ensure, that all land and all rights-of-way required for the project, each Subproject and all project facilities are made available to the Works contractor in accordance with the schedule agreed under the related Works contract and all land acquisition and resettlement activities are implemented in compliance with (a) all applicable laws, rules and regulations of the Borrower relating to land acquisition and involuntary resettlement; (b) the Involuntary resettlement Safeguards; (c) the RF; and (d) all measures and requirements set forth in the respective RP, and any corrective or preventative actions set forth in the Safeguards Monitoring Report.	Being Complied
18. Without limiting the application of the Involuntary Resettlement Safeguards, the RF or the RP , the Borrower shall ensure, or cause the project Executing Agency to ensure, that no physical or economic displacement takes place in connection with the project or a subproject until; (a) Compensation and other entitlements have been provided to affected people in accordance with the RP; and (b) A comprehensive income and livelihood restoration program has been established in accordance with the RP.	Being Complied
Small Ethnic Community Peoples	
19. The Borrower shall ensure, or cause the project Executing Agency to ensure that the preparation, design, construction, implementation and operation of the project, each subproject and all project facilities comply with (a) all applicable laws, rules and regulations of the Borrower relating to small ethnic community peoples; (b) the indigenous peoples Safeguards; (c) the SECPF, and (d) all measures and requirements set forth in the respective SECDP, and any corrective or preventative actions set forth in a Safeguards Monitoring Report.	Being Complied
Human and Financial Resources to Implement Safeguards Requirements	
20. The Borrower shall make available, or cause the project Executing Agency to make available, necessary budgetary and human resources to fully implement the EMP, the RP and the SECDP (if any).	Being Complied

Safeguards-Related Provisions in Bidding Documents and works Contracts	
<p>21. The Borrower shall ensure, or cause the project Executing Agency to ensure, that all bidding documents and contracts for Works contain provisions that require contractors to:</p> <p>(a) comply with the measures relevant to the contractor set forth in the IEE, the EMP, the RP and the SECDP (to the extent they concern impacts on affected people during construction), and any corrective or preventative actions set forth in a Safeguards Monitoring Report;</p> <p>(b) make available a budget for all such environmental and social measures;</p> <p>(c) provide the Borrower with a written notice of any unanticipated environmental, resettlement or indigenous peoples risks or impacts that arise during construction, implementation or operation of the Project that were not considered in the IEE, the EMP, the RP or the SECDP (if any);</p> <p>(d) adequately record the condition of roads, agricultural land and other infrastructure prior to starting to transport materials and construction, and</p> <p>(e) reinstate pathways, other local infrastructure, and agricultural land to at least their pre-project condition upon the completion of construction.</p>	Being Complied
Safeguards Monitoring and Reporting	
<p>22. The Borrower shall do the following or cause the project Executing Agency to do the following:</p> <p>(a) submit semiannual safeguards Monitoring Reports to ADB and disclose relevant Information from such reports to affected persons promptly/upon submission;</p> <p>(b) If any unanticipated environmental and/or social risks and impacts arise during construction, implementation or operation of the project that were not considered in the IEE, the EMP, the RP or the SECDP (if any) promptly inform ADB of the occurrence of such risks or impacts, with detailed description of the event and proposed corrective action plan ; and</p> <p>(c) Report any actual or potential breach of compliance with the measures and requirements set forth in the EMP, the RP or the SECDP (if any) promptly after becoming aware of the breach.</p>	Being Complied
Prohibited List of Investments	
<p>23. The borrower shall ensure that no proceeds of the Loan or OFID Loan are used to finance any activity included in the list of prohibited investment activities provided in Appendix 5 of the SPS.</p>	Complied
Gender and Development	
<p>24. The Borrower shall ensure that the project Executing Agency and each Participating Pourashava adopt and implement the GAP in a timely manner during the entire project period, and that adequate resources are allocated for this purpose. In particular the Borrower shall cause the Project Executing Agency to ensure that the targets stated in the GAP are achieved and that adequate training for Project staff on the GAP is conducted, implementation of the GAP shall be closely monitored, and the progress shall be reported to ADB on a quarterly basis.</p>	Complied
Labor, Health and Anti-Human Trafficking	
<p>25. The Borrower, the Project Executing Agency and Participating Pourashavas shall ensure that contractors, comply with all applicable labor, health, and safety laws, rules and regulations of the Borrower and, in particular, (a) do not employ child labor for construction and maintenance activities; and (b) provide appropriate facilities (latrines, etc.) for workers at construction sites. The Borrower shall require contractors not to differentiate wages between men and women for work of equal value. The Borrower and the Project Executing Agency shall ensure that specific clauses are included in bidding documents to ensure adherence to these provisions, and that</p>	Complied

compliance shall be strictly monitored during Project implementation.	
26. The Borrower, the Project Executing Agency and Participating Pourashavas shall ensure that contractors shall disseminate information on the risk of transmission of sexually-transmitted diseases, including HIV/AIDS, in health and safety programs to all construction workers employed under the Project. Specific provisions to this effect shall be included in bidding documents and civil works contracts, and compliance shall be monitored by the Project Executing Agency and reported to ADB	Complied
27. The Borrower, the Project Executing Agency and Participating Pourashavas shall ensure that awareness campaign on anti-human trafficking shall be conducted and that information and print material on anti-human trafficking shall be developed and distributed to all construction workers and the community in the Project areas throughout the project implementation period. Compliance shall be monitored by the Project Executing Agency, and reported to ADB.	Ongoing
O&M	
28. During Project implementation and thereafter, the Borrower shall ensure that the Project Executing Agency and Participating Pourashavas maintain the Project facilities and that proper technical supervision and adequate routine funds for this purpose are provided. The funds required for the O&M of the Project facilities shall be allocated annually and released in a timely basis by Participating Pourashavas. Furthermore, the Borrower shall cause the Project Executing Agency and Participating Pourashavas to ensure that all equipment and spare parts financed under the Project shall be used for the O&M of the project.	O&M budget allocated in all Pourashavas
29. The Borrower shall ensure, or cause the Project Executing Agency to ensure, that each Window A Pourashava develops and implements in a timely manner a sanitation action plan, which includes a septage management plan to improve regular cleaning of septic tanks and safe disposal of septage.	On-going
Development Coordination	
30. The Borrower shall keep ADB informed of discussions with other multilateral and bilateral aid agencies that may have implications for the implementation of the Project. The Borrower shall provide ADB with an opportunity to comment on any resulting policy reforms which could affect the Project, and shall take into account ADB's views before finalizing and implementing any such proposals.	Will be done in due course
Governance and Corruption	
31. The Borrower, the Project Executing Agency, and Participating Pourashavas shall (a) comply with ADB's Anticorruption policy (1998, as amended to date) and acknowledge that ADB reserves the right to investigate directly, or through its agents, any alleged corrupt, fraudulent, collusive or coercive practice relating to the project; and (b) cooperate with any such investigation and extend all necessary assistance for satisfactory completion of such investigation.	Complied
32. The Borrower, the Project Executing Agency and Participating Pourashavas shall ensure that the anticorruption provisions acceptable to ADB are included in all bidding documents and contracts, including provisions specifying the right of ADB to audit and examine the records and accounts of the executing and implementing agencies and all contractors, suppliers, consultants, and other service providers as they relate to the project.	Complied

Combating Money Laundering and Financing of Terrorism	
<p>33. The Borrower shall ensure that:</p> <p>(a) the Project Executing Agency and Participating Pourashavas comply with applicable laws, rules and regulations of the Borrower on combating money laundering and financing of terrorism;</p> <p>(b) the Loan and OFID Loan proceeds are not used, directly or indirectly, in money laundering or financing of terrorism,</p> <p>(c) the Project Executing Agency and Participating Pourashavas formulate and implement internal control procedures to prevent violation of subparagraph (a) hereinabove; and</p> <p>(d) ADB is promptly informed if there is any violation or potential violation of subparagraph (a) hereinabove. In the event that ADB informs the Borrower of its concern that there has been such an alleged violation, the Borrower, the Project Executing Agency and Participating Pourashavas shall (i) cooperate in good faith with ADB and its representatives so that ADB can determine whether such a violation has occurred; (ii) respond promptly and in reasonable detail to queries from ADB; and (iii) furnish documentary support for such response upon ADB's request.</p>	Complied
Section 4.02	
(a) The Borrower (i) maintain or cause to be maintained, separate accounts and records for the project;	Complied
(ii) prepare consolidated annual financial statements for Project in accordance with accounting principles acceptable to ADB;	Complied
(iii) have such financial statements audited annually by independent auditors whose qualifications, experience and terms of reference are acceptable to ADB, in accordance with international standards for auditing or the national equivalent acceptable to ADB;	Done for FY 2014-15
(iv) as part of such audit , have the auditors prepare a report (which includes the auditor' opinion on the financial statements, use of the Loan proceeds and compliance with the financial covenants of this Loan Agreement as well as on the use procedures for imprest fund(s) and statement of expenditures) and a management letter (which sets out the deficiencies in the internal control of the Project that were identified in the course of the audit, if any); and	Done
(v) furnish to ADB, no later than 6 months after the end of each related fiscal year, copies of such audited financial statements, audit report and management letter, all in the English language, and such other information concerning these documents and the audit thereof as ADB shall from time to time reasonably request.	Done
(b) ADB shall disclose the annual audited financial statements for the Project and the opinion of the auditors on the financial statements within 30 days of the date of their receipt by posting them on ADB's website	Done
(c) The borrower shall enable ADB, upon ADB's request, to discuss the financial statements for the Project and the Borrower's financial affairs where they relate to the Project with the auditors appointed pursuant to subsection (a) (iii) hereinabove, and shall authorize and require any representative of such auditors to participate in any such discussions requested by ADB. This is provided that such discussions shall be conducted only in the presence of an authorized officer of the Borrower, unless the Borrower shall otherwise agree.	Complied with for FY 2014-2015
Section 4.03	
The Borrower shall enable ADB's representatives to inspect the Project, the Goods and Works, and any relevant records and documents.	Being complied with

5.2 Resettlement and Environment Safeguard Issues:

Social and Environmental Safeguards

Safeguards are being implemented by the PMO and PIUs with support from the project MDSC. MDSC has been engaged to work closely with the PMO, involved in project supervision including monitoring and training during the implementation (design and construction) phase. The MDSC has one national environmental specialist, one national social safeguard specialist, three regional environmental specialists, and three regional social specialists. Below is the summary of the quarterly safeguard progress monitoring reports. Detailed reports have been given separately.

Social Safeguard

As per ADB's classification system, all the subprojects selected for implementation are needed to be screened and classified as follows:

Category A: A subproject will fall under this category, if it causes significant involuntary resettlement impacts with a physical displacement of 200 or more persons from their residence or, 200 or more persons lose 10% or more of their productive or income generating assets, or, 200 or more persons experience a combination of both.

Category B: Any subproject that has involuntary resettlement impacts but are not deemed significant considering loss of shelters/ houses or productive or income generating assets will be considered for category B.

Category C: A subproject that has no involuntary resettlement impact.

Subproject Categorization

The UGIIP-III has been classified as category B for involuntary resettlement and category C for indigenous peoples in considerations of the ADB Safeguard Policy Statement, 2009. MDSC's resettlement specialists have visited the proposed sub-project sites and conducted screening to identify potential IR impacts. The proposed subprojects were categorized as per the identified IR impacts. No land acquisition was required for implantation of the subprojects under phase-1 as those are being implemented on existing alignments and the land belongs to pourashavas. So very few people are affected by subprojects and the nature of loss are the removal of few trees, shops or fences, etc. As a result subprojects have been classified as category B. No indigenous people (IP) are affected by the subprojects.

Compensation and Rehabilitation

It has been observed that in most cases the impacts are limited to the removal of a few trees, temporary/ permanent boundary walls/ fences, shops during the construction period. Thus the impacts are temporary and can be easily mitigated. The amounts of compensation were calculated during the RP preparation. Some affected persons are interested to receive the compensation against their losses. There are also evidences that many affected persons have removed voluntarily the trees, shops, boundary walls, etc. and are not willing to receive compensation to facilitate implementation of their needed subprojects and has given written consent to these effect.

Resettlement/ Social Safeguard Monitoring

PIUs are primarily responsible for monitoring, consultation with affected persons, liaison with MDSC's safeguard unit, contractors and other persons involved in the project. MDSC's

Resettlement and Social Safeguard specialists are assisting the PIUs in conducting consultation meetings, and monitoring the safeguard activities through regular field visits, suggestions and trainings. The first 'Safeguard Monitoring Report' for the period from January – March 2016 has been submitted after submission of Semi-annual report upto December 2015. The report says that the implementation of Urban Transport and Drainage subprojects taken up in phase-1 are going on smoothly ensuring social safeguard requirements. In addition, after the visit of the subprojects by the social safeguard monitoring team (PMO), the safeguard related activities have been improved. The grievance redress committee (GRC) have been formed in all the 31 project pourashavas and are operative.

In fact, up to the reporting period, no household/ entity has been found affected due to land acquisition and resettlement has not been required for any subproject scheme under implementation.

Indigenous People Safeguard

The project emphasizes appropriate safeguard mitigation measures for the ethnic minority (adivasi) if affected by the project activities. Out of 31 pourashavas in UGIIP-III, there is possibility of affecting indigenous people in Bandarban, Rangamati, Khagrachari, Sherpur, Netrokona and Naogaon districts. The project activities are located only within the urban area and no ethnic minority has been affected by the project activities.

Environmental Safeguard

UGIIP-III is a sector project and has been classified as environmental category B. The project requires that the subproject components to be implemented shall comply with the government environmental rules and laws and ADB Safeguard Policy Statement (SPS, 2009). The SPS requires reporting of the impacts of the environmental, involuntary resettlement, and indigenous peoples monitoring during project implementation. The report should mention the significant adverse environmental, and social & resettlement impacts likely to have. The quarterly environmental monitoring report in details has been prepared for the period covering January – March 2016 and submitted separately.

Subproject Categorization

The Third Urban Governance and Infrastructure Improvement (Sector) Project (UGIIP- III) has been classified as environmental Category B in considerations of the ADB Safeguard Policy statement (SPS, 2009). The Environmental Safeguard team of MDSC has visited the proposed subprojects undertaken in phase-1, and prepared IEEs and concluded that the subprojects elements may have only small scale, localized impacts on the environment which can be readily mitigated during construction period. Based on the conclusion from the IEEs, the subprojects have been classified as environmental category B.

As per the Environmental Conservation act and rules 1997, the UGIIP-III subprojects have been classified as Orange- B category and some as Red category. DOE has issued an Environmental Clearance Certificate for subprojects up to Orange B category vide letter No. DoE/ Clearance/ 5444/ 256 dated 21- 05- 2015. Further clearance will be required for Red Category subprojects like Water Treatment Plant, Water distribution lines, Landfills, and Bus/ Truck Terminals. A comprehensive Environmental Assessment (EIA) report including preparation of TOR for mitigation activities will be required for clearance of the red category subprojects.

In this respect, another petition has been submitted to DoE for Environmental Clearance Certificate with TOR for water supply subprojects.

IEEs have been prepared for all the 41 subprojects of phase-1 activities. EMP suggested in the IEEs have been included in the contract documents and the contractors are responsible for implementation of the EMPs.

Environmental Monitoring

Monitoring of environmental mitigation measures during construction are the responsibilities of the PIUs Environmental Management Officer, supported by the PMO Environmental Specialists. MDSC's Environmental Specialists are assisting the PIUs in conducting monitoring the environmental safeguard activities through regular field visits, suggestions and trainings. The first 'Environmental Safeguard Monitoring Report' for the period from January – March 2016 has been submitted after submission of Semi-annual report up to December 2015. The report says that the implementation of Urban Transport and Drainage subprojects taken up in phase-1 are going on smoothly ensuring environmental safeguard requirements like maintaining community health and safety, workers health and safety, air and water quality, etc. EMP requirements are being regularly monitored by each PIU Environmental Management Officer. Mentioned that a total of 27 contracts have been signed so far. Of which 18 subprojects have made some progress and others have just started.

Some minor changes have been made from the approved design in the subprojects of 10 priority pourashavas including alignment and type of pavements to minimize the social and environmental issues.

In fact, EMP compliance status in most of the pourashavas are satisfactory.

5.3 Project Performance Monitoring System (PPMS)

The PPMS developed from Design and Monitoring Framework of UGIIP-III is given in Annex-5