

**Ministry of Local Government, Rural Development and  
Cooperatives  
Local Government Division  
Local Government Engineering Department**



**Governance and Infrastructure  
Improvement  
under City Governance Project**

# **MONTHLY PROGRESS REPORT**

## **September, 2016**

**PADECO CO., Ltd**

**Rendel Ltd**

**NJS Consultants Co., Ltd**

**Development Design Consultants Ltd**

**BCL Associates Ltd**



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#### ABBREVIATIONS

ACE	Additional Chief Engineer
ADB	Asian Development Bank
ARP	Administrative Reform Plan
BDT	Bangladesh Taka
BME	Benefit Monitoring and Evaluation
CC	City Corporation
CDA	Chittagong Development Authority
CDCC	City Development Coordination Committee
CE	Chief Engineer
ChCC	Chittagong City Corporation
CoCC	Comilla City Corporation
CPTU	Central Procurement Technical Unit
CPU	Comprehensive Planning Unit
CSCC	Civil/Citizens Society Coordination Committee
DAP	Detailed Area Plan
DOE	Department of Environment
DPD	Deputy Project Director
DPHE	Department of Public Health and Engineering
DPP	Development Project Proposal
DSM	Design, Supervision, and Monitoring
DTL	Deputy Team Leader
E-GP	Electric Goods Procurement
FSMP	Feasibility Study and Master Plan Review
GCC	Gazipur City Corporation
GII	Governance and Infrastructure Improvement
GICD	Governance improvement and capacity development
GOB	Government of Bangladesh
CGP	City Governance Project
ICGIAP	Inclusive City Governance Improvement Action Program
IDPCC	Infrastructure Development Plan of the City Corporation
JICA	Japan International Cooperation Agency
LA	Loan Agreement
LGD	Local Government Division
LGED	Local Government Engineering Department
MOF	Ministry of Finance
MoLGRD&C	Ministry of Local Government Rural Development & Cooperatives
MP	Master Plan
NCC	Narayanganj City Corporation
NOC	No Objection Certificate
ODA	Official Development Assistance
PD	Project Director
PIUCC	Project Implementation Unit at City Corporation

PR	Performance Review
PW	Procurement Work
RpCC	Rangpur City Corporation
SC	Steering Committee
TCP	Technical Cooperation Project
UMU	Urban Management Unit
WLCC	Ward Level Coordination Committee
GWG	Governance Working Group

## 1. Project Description

### 1.1 Project Objective

The objective of the “Inclusive City Governance Project” (the Project) is to improve public services and promote economic opportunities in the target five (5) City Corporations by strengthening the city governments’ administrative capacity and improving urban infrastructure, thereby contributing to the economic growth and the living environment improvement in the target City Corporations.

### 1.2 Necessity and Priority of the Project

Consistency with development policy, sector plan, national/regional development plans and demand of target group and the recipient country.

### 1.3 Background

Bangladesh has experienced increased urbanization since independence. In 2012, the estimated total population of the country was 154.69 million of which 29.0 percent (44.68 million) was urban. The urban population growth rate is 2.92% per annum (World Bank 2012), much higher than total population growth rate of 1.37% (Bangladesh Bureau of Statistics 2011). At existing growth rates, it is expected that the country’s urban population will reach about 110 million or half of the population by 2035. The reasons for the rapid population growth in urban area are as follows ; i) the high natural increase in urban population; ii) the territorial expansion of urban areas; and iii) rural to urban migration. At present urban dwellers constitute about 30 percent of the total populations of Bangladesh, but their contribution to GDP is more than 60 percent indicating that the productivity of labor in urban areas is much higher than in rural areas.

Two types of urban local government exist in Bangladesh e.g. the City Corporation (CC) and the Pourashava. Generally, in the Divisional Level, CC functions whereas Pourashvas function in other towns. At present there are 11 (eleven) CCs and 319 Pourashvas in the country. CCs are playing an important role in the national development resulting from rapid growth in these urban centers.

### 1.4 Development policy, sector plan, national/regional development plans

(a) The Sixth Five Year Plan 2011–2015 (2010) (SFYP)

The SFYP emphasize the importance of the development of sound urban institutions and the improvement of city governance. SFYP mentions that the strategies for “urban transition management” include: improving city governance, balanced development of urban centers, urban resource mobilization, sound real estate market, facilitating NGO improvement in housing, taking steps for better urban land management, better environmental management, sustainable urban transportation, provision of infrastructure/services, reducing urban poverty.

*The Draft Final Seventh Five Year Plan 2016–2021 (SFYP) emphasizes three fundamental principles of governance:*

- (i) ensuring the rule of law,*
- (ii) avoiding political partisanship, and*
- (iii) building a society free from corruption.*

*These basic principles also guide the articulation and implementation of development programs thus forming the institutional framework, fundamental reforms, improvement in administration capacity and a strong anti-corruption strategy, and good governance in urban sectors.*

(b) The draft National Urban Sector Policy (2011) (NUSP)

NUSP has objectives: to ensure regionally balanced urbanization through decentralized development and hierarchically structured urban system; to devolve authority at local urban level, and strengthen local governments through appropriate powers, resources and capabilities so that local governments can take effective responsibility for a wide range of functions; and to develop and implement urban management strategies and governance arrangements for enhancing complementary roles urban and rural areas in sustainable development.

(c) City Corporation Act (2009)

Before 2008, there were 6 (six) City Corporations in Bangladesh and there are 6 individually-formed “Act” for each CC. In 2009, for managing the rapid urbanization, LGD unified those individual Acts and newly enacted into “City Corporation Act”. It is supposed, the number of CCs will be increased in near future, so that the government needs to improve the legal system on City Corporation.

## **1.5 Rationale of target area selection and overall project design**

### **1.5.1 Needs for inclusive urban development**

Urbanization is the key contributor to the strong growth of industries and the social development. But at the same time, urban congestion and pollution now threaten city dweller's life and future economic growth.

#### **(a) Needs for urban infrastructure development**

The development of urban infrastructure has not kept pace with rapid urbanization, causing an acute shortage in urban infrastructure and services like piped water, sewerage, drainage, roads and bridges. As roads and bridges have insufficient capacity to meet growing traffic volume, traffic jams in city centers limit access to economic opportunities and social services. Rapid urbanization is largely attributed to immigration be in low income group settling in urban slums without access to basic services. Rapid urbanization has been posing adverse environmental and social consequences.

#### **(b) Weak urban governance**

Although the City Corporation Act (2009) clearly mentions that CCs are the Local Government Institutions mandated to provide service to the urban citizens, CCs do not have enough capacity to provide those services to their dwellers. The reasons of CC's weak urban governance are:

- (i) shortage of manpower;
- (ii) financially vulnerability;
- (iii) incompetence of officers;
- (iv) the limited power for recruitment; and the absence of participatory planning process and system.

#### **(c) Lack of coordination among stakeholders**

The involvement of a number of institutions in the management of affairs of city areas has resulted in gross overlapping of functions and lack of coordination. Such plurality generated by the municipality within institutions in planning, implementation and development approaches results in uncoordinated manner, which in fact create more problems.

#### **(d) Lack of Inclusive Urban Planning**

CCs were originally created for planning and management of urban areas. Later on separate planning and development organizations were created such as Rajdhani Unnayan Kartripakkha (RAJUK) and Chittagong Development Authority (CDA). The development authorities in these cities are authorized to undertake local urban planning as well as infrastructure and site development activities for housing, commercial and industrial use. The authorities are also empowered to exert development control functions. The effectiveness of these authorities, however, is generally limited by such factors as inadequate management and financial system, multiplicity of institutions with urban development function within their jurisdictions, uncoordinated development, and lack of integration with other agencies.

### **1.5.2 Continuity of JICA's Assistance**

To find out the appropriate functional and institutional structure for the CC, GOB requested the Government of Japan to implement a technical cooperation project to cover all aspects for establishing "Inclusive City Government" with a view to meeting the future demand and efficient management of urban development. Under the Record of Discussion between Japan International Cooperation Agency (JICA) and GOB, JICA dispatched the Expert Team for Technical Cooperation Project (the JICA TCP Team) and, together with Local Government Division (LGD) and Local Government Engineering Department (LGED), launched "The Project for Developing Inclusive City Government for City Corporation" (the JICA TCP) in November 2012. The JICA TCP has developed

- (i) governance improvement programs and
- (ii) infrastructure development plan based on CC's future vision through the discussion with CCs, LGD and LGED.

Based on the above mentioned outputs from the JICA TCP, LGED and JICA formed the Loan Project to establish "Inclusive City Governance".

## 2. Scope of Works

### 2.1 Project Components

The CGP comprises of four components are:

- Component 1: Governance improvement and capacity development,
- Component 2: Urban infrastructure development,
- Component 3: Implementation support for equipment procurement, and
- Component 4: Consulting service.

The project will address urban infrastructure development in parallel with governance improvement of each target CC during the project period. City Corporations focused on will be:

- Narayanganj City Corporation
- Comilla City Corporation
- Rangpur City Corporation
- Gazipur City Corporation
- Chittagong City Corporation

This Monthly Progress Report summarizes the Consulting Services for Governance and Infrastructure Improvement (GII) through the current cycle of activities, problems and/or issues, and its resolutions with three sub-teams such as (1) Governance Improvement and Capacity Development (GICD), (2) Design, Supervision and Monitoring (DSM), and (3) Feasibility Study and Master Plan Review (FSMP).

### 2.2 Scope of GII CGP Consultants

(a) Management Unit (GII)

This unit consists of the Team Leader and Financial Management Specialist with supporting staff to control over three sub-teams such as GICD, DSM and FSMP.

(b) Governance Improvement and Capacity Development (GICD)

GICD sub-team undertakes enhancement of CC Governance through ICGIAP implementation and makes collaboration with prospective JICA Technical Cooperation Project on Governance. Two sub-components include:

Table 2.1: Summary of Governance Activities by GICD (Original)

GICD Component	Contents	Description
Sub component 1-1	Implementation of Inclusive City Governance Improvement Action Program (ICGIAP)	<p>(1) To support each CC on the governance with:</p> <ul style="list-style-type: none"> <li>(i) Accountability;</li> <li>(ii) Participation;</li> <li>(iii) Legal Framework; and</li> <li>(iv) Transparency.</li> </ul> <p>(2) To support to implement the administrative reform action plan (ARP) to achieve city incisiveness.</p> <p>(3) To be supported by JICA's Governance Technical Cooperation Project through:</p> <ul style="list-style-type: none"> <li>(i) Improvement of Legal Framework of each CC;</li> <li>(ii) Restructure of organization of each CC</li> <li>(iii) Capacity Development of each CC; and</li> <li>(iv) Exchange of know-how among cities in Bangladesh and Japan.</li> </ul>
Sub component 1-2	Capacity Development	<p>(1) To support capacity development of:</p> <ul style="list-style-type: none"> <li>(i) City Officials of each CC;</li> <li>(ii) Mayor and Councilors of each CC;</li> <li>(iii) GOB officials; and</li> <li>(iv) Contractors through: <ul style="list-style-type: none"> <li>- Sill-up Training;</li> <li>- ICT enhancement;</li> <li>- Establishment of CRC;</li> <li>- Exchange visit and Best Practice Dissemination</li> </ul> </li> </ul>



- Program;  
- Waste Management Activities; and  
- Poverty Reduction Program  
(2) To be supported by JICA's Governance TCP with their pilot activities.

(c) Design, Supervision and Monitoring (DSM)

DSM sub-team works for the preparation and implementation of the infrastructure projects categorized as Batch 2, while it will support each CC for implementation of Batch 1 sub-projects when necessary. Table 1-1 summarizes sub-component of DSM:

Table 2.2: Summary of Infrastructure Subprojects by DSM (Original)

DSM Component	Contents	Description
Sub component 2-1	Urban roads (include bridges, flyovers and culverts)	Upgrading of at least 58 urban roads (Total 419.99 km) in 5 CCs to provide efficient road access between economically and socially important locations, such as Export Processing Zone (EPZ), markets, hospital, and schools.
Sub component 2-2	Drainage facilities	Improvement of drainage facilities (Total 196.47 km) in 5 CCs to reduce inundation and water logging of rainwater, sewage, and wastewater.
Sub component 2-3	Water supply system	Installation of 6 water supply systems to improve citizen's access to safe water by: (1) rehabilitation and expansion of piped water supply system, (2) construction of production tube wells with pump house.
Sub component 2-4	Bus & truck terminal	Improvement of 2 bus and truck terminals to improve efficiency of passenger and freight transport, enhance economic potential, and mitigate traffic congestion by reducing the number of stopping and parking of buses and trucks at roadside.
Sub component 2-5	Street lights	Installation of streetlights to enhance road safety and public security which includes; (1) installation of streetlights and poles, and (2) switching to energy saving light bulbs.
Sub component 2-6	School cum cyclone shelter	Construction of 8 school cum cyclone shelters in coastal area of Chittagong CC.

(d) Feasibility Study and Mater Plan Review (FSMP)

FSMP sub-team will review the existing master plan and/or relevant urban development plans of CCs, and conduct feasibility studies in the target 5 CCs. The FS covers transport, water supply, drainage, sanitation, solid waste management, land reclamation and municipal facilities etc. The output of FS (probable subprojects) will be link with other investment project in planned way such as for future infrastructure development projects.

Table 2.3: Summary of FSMP Activities Currently Underway by FSMP

FSMP Component	City Corporation	Description
Sub component 3-1: Feasibility Study	Narayanganj	(1) Fourth Shitalokha River Bridge Construction (2) Water supply, solid waste management projects
	Comilla	(3) Gomti River Embankment Road Construction (4) Surface Water Treatment Plant, Drainage, and Sewerage projects
	Rangpur	(5) Upgrading of Urban Roads

		( 6 )	Water Supply, Solid Waste Management Projects
	Gazipur	( 7 )	Turag River Bridge Construction
		( 8 )	Rail Flyover Construction
	Chittagong	( 9 )	Drainage System Improvement
Sub component 3-1:			
Master Plan Review	Narayanganj	- RAJUK preparing a new MP for 2015-2035	
		- LGED supporting the preparation of Action Area Plan	
		- FS for the fourth bridge over Shitalakhya river	
		- Review of Strategic Transport Plan (RSTP) for Greater Dhaka funded by JICA	
	Comilla	A new MP has been prepared by LGED	
	Rangpur	A new MP has been prepared by LGED	
	Gazipur	- RAJUK is preparing a new MP for 2015-2035	
		- LGED is going to support NCC to elaborate Action Area Plan	
		- Review of Strategic Transport Plan (RSTP) for Greater Dhaka funded by JICA	
	Chittagong	- MP for 1995-2015	
		- WB has a plan to elaborate Strategic Transport Plan	
		- ADB is planning to start MP	

### 3. Progress of Consultancy Services During September, 2016

#### 3.1 Progress of Governance Improvement and Capacity Development (GICD)

##### Summary

The GICD sub-team has shared the ICGIAP work plan for FY 2016/17 with the 5 CCs and facilitated consensus among CC officials and staff on the key steps and tasks to achieve the 42 interim targets for the year. (The interim targets are expected to be achieved by June 2017 and are aligned with the targets for the 2<sup>nd</sup> performance review, which will be conducted in June 2018 as per the project document.)

Highlights of progress at CC-level during the month are:

- City Development Coordination Committee (**CDCC**) has met for the first time in the new fiscal year in each CC to review the updated five-year Infrastructure Development Plan (IDP).
- Civil Society Coordination Committee (**CSCC**) and Ward-Level Coordination Committees (**WLCCs**) have been organized for the first time in the new year in each CC, reviewing the ICGIAP activities such as the updated IDP, the Poverty Reduction Action Program (PRAP) in slum/poor communities, the updated Citizen Charter and tax collection.
- Preparation of Community Action Plans (CAPs), group savings and pre-primary school education program in the selected slum/poor communities under **PRAP** are in progress, with support from GICD planners and finance specialists/facilitators as well as participation specialists/facilitators.
- **Tax collection** situation assessment report has been prepared in each CC and discussed in the meeting of the Finance and Establishment Standing Committee.

Also, preparations are underway for trainings and workshops to be held during October – November. They are: Kaizen orientation for the CC councilors in the 5 CCs, financial management and internal audit for the 5 CCs, PRAP training for community organizers in the 5 CCs and solid waste management stakeholders' consultation in RpCC and ChCC.

Table 3.1.1: GICD Actions during the Month of September, 2016

GICD Specialists & Facilitators	Responsible ICGIAP Area & Activities	Key Actions by GICD Specialists & Facilitators
IT	Area 1 (IT, openness and communications)	<ul style="list-style-type: none"> <li>▪ Supported the CCs to (i) improve e-mail communications among officials/staff, (ii) operationalize CISC with equipment installation and on-the-job computer training, (iii) prepare a database of additional 2,500 citizens registered for SMS dissemination system and (v) have the staff trained on MSU tax, accounts and trade license software modules.</li> </ul>
Governance	Areas 2 (administrative/organizational improvement)	<ul style="list-style-type: none"> <li>▪ Supported the CCs to (i) facilitate for conducting CDCC meeting; (ii) continue implementing KAIZEN as per their work plan, (iii) prepare documents on KAIZEN orientation for Councilors; and (iv) conduct function/work process/capacity analysis in each department with support from the TCP team.</li> </ul>
Finance	Areas 3 & 4 (tax and financial management)	<ul style="list-style-type: none"> <li>▪ Supported the 4 CCs to fully install the MSU software in collaboration with the IT Specialists. (Note: ChCC uses its own software.);</li> <li>▪ Prepare documents for training on software for tax assessment, collection and billing which will be held on October;</li> <li>▪ Facilitated to (i) prepare asset inventory in each CC except GCC; (ii) prepare annual income and expenditure statements, and (iii) prepare group savings database for PRAP.</li> </ul>
Participation	Area 5 (citizen participation and poverty reduction)	<ul style="list-style-type: none"> <li>▪ Assisted the CCs to facilitate PRAP activities. Conducted a 5-day training for School Teachers in two batches (10 teachers from each CC) at BARD, Comilla.</li> <li>▪ Supported the CC to (i) facilitate for conducting 1st CSCC</li> </ul>

GICD Specialists & Facilitators	Responsible ICGIAP Area & Activities	Key Actions by GICD Specialists & Facilitators
		<p>meeting in each CC for FY 2016/17; (ii) conduct WLCC meeting in each ward of each CC; (iii) run the savings program among Primary Group (PG) members, (iv) open Bank Account in the name of each PG and ensure deposit in time, (v) run pre-primary school program for community children (10 schools in each CC), (vi) prepare schemes for infrastructure development (i.e. footpaths, drains, latrines, tube-wells and street lights), (vii) identify potential micro-credit receiver for Income Generating Activities (IGA) among PG members, (viii) identify IGA needs and potential trainees for IGA training.</p> <ul style="list-style-type: none"> <li>Worked with the CCs to identify one pilot ward and conduct survey to identify existing community organizations (such as social &amp; cultural clubs and traditional groups).</li> </ul>
Urban Planning	Area 6 (urban planning) + Area 2.7 (CPU) + Area 5.5 (PRAP – CAP)	<ul style="list-style-type: none"> <li>Initiated preparation of documents for a workshop on ‘Understanding of the Building Permit Procedure’ &amp; ‘Basics of GIS Mapping’ for CC Planners and Engineers. (GICD Junior Planning Facilitators will benefit from the training, too.)</li> <li>Assisted the CCs to provide hands-on support to the personnel involved in preparing Community Action Plan (CAP) as part of PRAP implementation. CAP has been prepared for one CDC in each CC as a pilot. Through the process community stakeholders raised their infrastructure demands and prioritized the needs.</li> <li>Assessed the GIS infrastructure database of CoCC and RpCC to plan for the preparation of full infrastructure/asset inventories.</li> </ul>

Table 3.1.2: Summary of CC's Progress on Key Milestone Tasks

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
1.1 Initiate e-governance activities	The number of E-GP tendering increased. Information on on-going projects made available on the CC website.	(a) E-GP refreshing training conducted for CC officers and staff.	Training report	P	P	P	P	P
		(b) At least 5 tendering are held through E-GP during the year.	Official letter and Tender Notice					
		(c) The E-GP tender notices are published on the CC website.	A screenshot of website tender notice					
		(d) Physical and financial progress of all ongoing Batch 1 and Batch 2 projects are available on the CC website.	A screenshot of website tender notice					
<u>Noteworthy CC-level actions during the month:</u> E-GP refresher training documents are being collected & organized by the GICD Senior IT Specialists.								
1.2 Establish & operationalize Mass Communication Cell (MCC)	At least 7,500 citizens (5,000 plus additional 2,500) registered for the SMS dissemination system	(a) MCC identifies additional 2,500 citizens to be registered in the SMS dissemination system.	Database of the 2,500 registered citizens	P	P	P	P	P
		(b) MCC identifies several topics and messages to disseminated through the SMS system.	Resolution of MCC meeting					
		(c) SMS disseminated to 7,500 citizens at least twice a year.	Print screen of SMS delivery report with list of mobile numbers					
<u>Noteworthy CC-level actions during the month:</u> MCC of all CCs have started to prepare database of additional 2,500 citizens in SMS dissemination system.								
1.3 Establish City	CISC has started to	(a) All tender documents and forms	Official letter	P	P	P	P	P

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
Information Service Center (CISC)	provide services at least in 5 areas.	are available in CISC.						
		(b) At least 5 more service areas are identified.	MCC resolution					
		(c) CISC officers are trained to provide the services.	Training report					
<u>Noteworthy CC-level actions during the month:</u> NCC & CoCC have allocated space, where PCO-supplied equipment have been installed. GCC, RpCC and ChCC have not allocated sufficient space and PCO-supplied equipment specified for CISC have not been placed yet.								
1.4 Organize mass public meetings	Mass public meeting held at least once a year with a report describing the meeting made available on the CC website.	(a) MCC selects issues to be discussed in mass public meetings.	Resolution of MCC meeting	Y	P	P	P	P
		(b) Topics and dates of the mass public meetings defined/decided on with consent of the Mayor.	Official Letter	Y	P	P	P	P
		(c) At least one mass public meeting held.	Report on the meeting	Y				
		(d) The meeting report is made available on the CC Website	Screen shot of CC website					
<u>Noteworthy CC-level actions during the month:</u>								
2.1 Establish & operationalize City Development Coordination Committee (CDCC)	1 <sup>st</sup> draft of revised CDCC composition and TOR discussed.	(a) 1 <sup>st</sup> meeting to discuss projects or specific issues (with selected members as appropriate).	Meeting minutes	Y	Y	Y	Y	Y
		(b) 2 <sup>nd</sup> meeting to review the IDP implementation (and project-specific issues as appropriate).	Meeting minutes					
		(c) 3 <sup>rd</sup> meeting to review draft updated IDP list of priority projects (and project-specific issues as appropriate.)	Meeting minutes					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
		(d) 4 <sup>th</sup> meeting to review the original TOR & composition and discuss a revision.	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> 1 <sup>st</sup> CDCC meeting held on 30 August 2016 at CoCC and other CCs are making preparation to conduct 1 <sup>st</sup> CDCC meeting by the end of September 2016.								
2.2 Establish Administrative Reform Committee (ARC)	Function Analysis Sheet reviewed and items for an administrative reform plan proposed.	(a) Each department reviews relevant part of Function Analysis Sheet (TCP/GICD team prepare the sheet for review).	Revised Function Analysis Sheet	P	P	P	P	P
		(b) ARC holds review workshop to identify items for administrative reform.	Agenda & workshop report					
		(c) ARC proposes items for administrative reform.	Report					
<u>Noteworthy CC-level actions during the month:</u> Function Analysis Sheet has been updated and CC functions, work processes and capacities are being reviewed by the TCP team in RpCC, CoCC, NCC and GCC. The GICD team will do the same for ChCC.								
2.3 Clarify vision and mission of each department	Vision & missions are reviewed.	(a) Vision & missions proposed by each department reviewed by ARC for revision and finalization.	Vision & mission final version					
		(b) Revised visions & missions are disseminated through different types of media such as CC website, local newspapers, radio, etc.	Record of dissemination					
<u>Noteworthy CC-level actions during the month:</u>								
2.4 Establish Capacity Development Unit	Capacity development report produced by CDU	(a) CDU facilitates and monitors Kaizen implementation activities	Report on Kaizen implementation	Y	Y	Y	Y	Y

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
(CDU), which will then formulate training program	for FY 2016/17.	by each department and keep records.						
		(b) CDU facilitates organizing trainings of relevant officials/staff in line with training priorities identified for FY2016/17 and keeps records.	Training report					
Noteworthy CC-level actions during the month:								
2.5 Revise job descriptions	Job descriptions reviewed on key posts based on Function Analysis Sheet.	(a) ARC coordinates departmental review of Function Analysis Sheet and job descriptions of key officials/staff to identify any gaps in the job descriptions.	Meeting minutes	P	P	P	P	P
		(b) Each department compiles gaps between functions and job descriptions of key posts and submits to ARC for compilation.	Consolidated ARC report					
Noteworthy CC-level actions during the month:								
2.6 Initiate kaizen activities	Report on Kaizen activity submitted by each department	(a) Each department implements one Kaizen as per work plan prepared in the March – April 2016 Kaizen refresher workshop.	Implementation report	P	P	P	P	P
		(b) Each department presents output of Kaizen activity in a workshop held by CDU for review and planning for next FY.	Plan for FY2017/18					



Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
<u>Noteworthy CC-level actions during the month:</u> Each department is implementing Kaizen as per their work plan for FY 2016/17.								
2.7 Establish & operationalize Comprehensive Planning Unit (CPU) <i>--&gt; Handled as part of Area 6</i>	CPU initiates and drives annual IDP updating.	(a) CPU coordinates updating IDP list of priority projects and O&M activities.	CPU Report	P	P	P	P	P
		b) CPU presents draft updated IDP list of priority projects and O&M activities to the concerned standing committee (s)	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> CCs have selected topics of discussion for next CPU meeting.								
2.8 Activate Standing Committees	All standing committees hold meetings	Standing committees hold meetings at least twice a year.	Meeting minutes					
		At least one standing committee meeting is broadcasted in electronic media during the year.	Meeting Record					
<u>Noteworthy CC-level actions during the month:</u> Kaizen orientation for CC councilors is being planned for October with support from the JICA/BPATC TQM project.								
2.9 Prepare and publish Annual Administrative Report	Annual Administrative Report prepared and approved by City Council (As per CC Act)	(a) Officer in charge prepares AAR contents and request department heads to prepare departmental reports.	Request Letter	Y	Y	Y	Y	Y
		(b) Officer in charge consolidates departmental inputs and prepares a draft AAR.	Draft AAR	Y	Y	Y	Y	Y
		(c) Officer in charge submits the draft AAR to a CC meeting for discussion & approval.	Meeting minutes	P	P	P	P	P
<u>Noteworthy CC-level actions during the month:</u> CCs are preparing an annual report for FY 2015/16.								
3.1 Improve capacity/efficiency of	System linking holding tax ID and	(a) Construction register to be open with ID number after construction	Photocopy of register		Y	Y		

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
tax assessment	construction registration initiated.	permit issuance (RpCC and CoCC).						
		(b) All new construction permits recorded in the construction register (RpCC and CoCC).	Photocopy of register and sample check		Y	Y		
		(c) NCC, GCC and ChCC continue raising the issue (on the information sharing by RAJUK & CDA) to the national government.	Letters / meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> RpCC and CoCC are maintaining construction registration with the necessary information. All new construction permits are recorded in the construction register in CoCC & RpCC.								
3.2 Carry out interim tax assessment and increase collection	Interim tax assessment carried out regularly.	(a) 1 <sup>st</sup> progress report on interim tax assessment prepared.	Progress report	Y	Y	P	P	P
		(b) 2 <sup>nd</sup> progress report on interim tax assessment prepared.	Progress report					
		(c) 3 <sup>rd</sup> progress report on interim tax assessment prepared.	Progress report					
		(d) 4 <sup>th</sup> progress report on interim tax assessment prepared.	Progress report					
<u>Noteworthy CC-level actions during the month:</u> All CCs are regularly carrying out interim tax assessment. The first quarter report is under prepared.								
3.3 Identify other sources of CC taxes	Finance and Establishment Standing Committee held at least 4 times annually. → <i>Combined with 4.2</i>	(a) Tax collection situation assessment report (incl. issues and challenges) prepared and presented to the Finance and Establishment Standing Committee.	Situation assessment report & Standing Committee meeting minutes	Y	Y	Y	Y	Y
<u>Noteworthy CC-level actions during the month:</u> CCs are collecting taxes and fees as per Model Tax Schedule 2015. RpCC collects tax from battery-run auto bikes								

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
4.1 Introduce independent account system in water supply and waste management (CoCC, RpCC)	O&M expenditures to be recorded accurately and water & waste management tariff to be examined.	(a) Bank account to be maintained properly.	Bank Statement copy	P	Y	Y	Y	P
		(b) O&M expenditure for water supply prepared separately with breakdown. (GCC, CoCC and RpCC)	MSU generated quarterly account statements	P	Y	P	P	P
		(c ) O&M expenditure for waste management prepared separately with breakdown. (all CCs)	Quarterly account statements	Y	Y	P	P	Y
		(d) Water tariff to be examined	Tariff simulation report			P	P	
		(e) Waste management fee/rate to be examined.	Fee/rate simulation report			P	P	
<u>Noteworthy CC-level actions during the month:</u> CCs have started to use the MSU accounting software. Tariff simulation report is under preparation.								
4.2 Diversify earnings from CC services (e.g. markets, bus/truck terminals)	Finance and Establishment Standing Committee held at least 4 times annually.	(a) Situation assessment report on fees/rates prepared and presented to the Finance and Establishment Standing Committee.	Situation assessment report	Y	Y	P	P	Y
		(b) 1 <sup>st</sup> Finance and Establishment Standing Committee for the FY held	Meeting minutes	Y	Y	Y	Y	Y
		(c) 2 <sup>nd</sup> Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes					
		(d) 3 <sup>rd</sup> Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
		(e) 4 <sup>th</sup> Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> CCs collect taxes and fees from markets, transport (buses, trucks, auto-rickshaws and rickshaws) and other sources regularly. Situation Assessment report is being prepared.								
4.3 Establish integrated computer-based financial management system (IFMS)	Fixed asset register system initiated.	(a) System of preparing and updated fixed asset register established.	Photo copy of register.	P	P	P	P	P
		(b) Fixed asset register prepared at least partially.	Photo copy of register.					
<u>Noteworthy CC-level actions during the month:</u> CCs have started to prepare fixed assets register.								
4.4 Prepare financial statements and conduct internal audit	Internal audit conducted for FY 2015/16	(a) Internal Audit Department established.	Official letter with the name/ designation of the assigned staff	Y	Y	P	P	Y
		(b) Internal audit conducted for FY 2016/17.	Internal audit report					
<u>Noteworthy CC-level actions during the month:</u> CCs have formed Internal Audit Committee, which will be oriented on internal audit by the GICD team.								
4.5 Increase non-tax revenues at least by the inflation rate in each year	Non-tax own source revenue increased at least by annual inflation rate.	(a) Collection target for each of non-tax revenue sources for FY 2016/17 established.	FY 2016/17 collection targets	Y	Y	P	P	Y
		(b) Progress of collecting non-tax revenues reviewed in a CC meeting at least once by the end of the 3 <sup>rd</sup> Quarter.	Progress report & meeting minutes	Y	Y	P	P	Y
<u>Noteworthy CC-level actions during the month:</u> Non-tax revenues have been increasing every year. Collection targets for FY 2016/17 are under consideration.								

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
4.6 All debts due to GOB and other entities paid as per the schedule	As per the Activity (and inform the PCO on the debt repayment on a quarterly basis.	(a) Debt payment status report to be submit to the PCO with proper supporting documents every quarter.	Quarterly debt payment report	Y	N/A	P	P	Y
<u>Noteworthy CC-level actions during the month:</u> GCC pays all their debts (BMDF loans) regularly.								
4.7 Outstanding bills (incl. electricity and telephone) older than 3 months paid	Settle electricity and telephone arrears and ensure regular payments.	(a) Electricity and telephone bill arrears and settlement measures discussed in a CC meeting at least once every quarter	Payment documents and meeting minutes	Y	Y	P	P	P
<u>Noteworthy CC-level actions during the month:</u> All CCs are paying their electricity and telephone bills regularly except for ChCC, which has outstanding electricity bills from the period of the previous Mayor but now pays the bills regularly.								
4.8 Budget compared with the actual expenditure →the role of <b>Finance and Establishment Committee</b> strengthened → the information displayed at the CC office	As per the Activity	(a) The FY 2016/17 budget made available to the public and on the website.	Photo	Y	Y	Y	Y	Y
		(b) A draft budget for FY 2017/18 prepared, reflecting ICGIAP-related costs.	Draft budget					
		(c) The draft budget for FY 2017/18 discussed in a CCCC meeting.	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> The NCC budget was discussed in the mass public meeting held in July 2016.								
5.1 Establish & operationalize Civil Society Coordination Committee (CSCC)	4 CSCC meeting to be held once every quarter and minutes prepared	a) 1st CSCC meeting	Meeting minutes	Y	Y	Y	Y	Y
		b) 2nd CSCC meeting	Meeting minutes					
		c) 3rd CSCC meeting	Meeting minutes					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
		d) 4th CSCC meeting	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> CCs are being supported to select agenda for the 1 <sup>st</sup> CSCC meeting, which will be held in September 2016.								
5.2 Establish & operationalize Ward Level Coordination Committee (WLCC)	WLCC meetings to be held once very quarter and minutes prepared.	a) 1st WLCC meeting	Meeting minutes	Y	Y	Y	Y	Y
		b) 2nd WLCC meeting	Meeting minutes					
		c) 3rd WLCC meeting	Meeting minutes					
		d) 4th WLCC meeting	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> CCs are being supported to conduct WLCC meeting in each Ward.								
5.3 Community integration and formation of Community Group (CG)	CG has initiated waste collection.	(a) Target wards selected for piloting community waste collection.	Report	P	P	P	P	P
		(b) CGs formed in the target wards.	Report					
		(c ) CG members trained in waste collection (and other community service activities) .	Report					
		(d) CGs have initiated waste collection.	Report with photo					
<u>Noteworthy CC-level actions during the month:</u> CCs are being supported to identify existing community organizations in a pilot ward for community-based waste collection.								
5.4 Prepare Gender Action Plan (GAP) – funded by the CC	GAP prepared and implementation started.	a) Workshop on Gender Action Plan and orientation	Orientation Report	P	P	P	P	P
		(b) GAP prepared with budget proposal.	Report					
		(c) GAP implementation started.	Report					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
<u>Noteworthy CC-level actions during the month:</u> Documents are being prepared for conduct a GAP workshop.								
5.5 Prepare Poverty Reduction Action Plan (PRAP) – funded by CGP	PRAP implemented and annual report produced.	a) PRAP implementation	Report	P	P	P	P	P
		b) Skills build-up training	Report	P	P	P	P	P
<u>Noteworthy CC-level actions during the month:</u> A training of Community Health Worker’s was held at BARD for 2 <sup>nd</sup> batch of 21 Health Workers (10 each from GCC & RpCC and one from ChCC). Other PRAP components pre-primary education, savings and credit activities, physical works etc. are being supported by CC slum development officers with GICD assistance.								
5.6 Revise Citizen Charter	The revised Citizen Charter displayed in public.	(a) Revised draft Citizen Charter discussed in a CCCC meeting.	Report					
		(b) The revised Citizen Charter displayed in public and on the website.	Meeting Resolution					
<u>Noteworthy CC-level actions during the month:</u> The Citizen Charter has been updated in each CC with guidance from the Prime Minister’s Office.								
5.7 Implement Citizen Report Card system (Note: IT Facilitator is to support the data entry after the survey.)	CRC format prepared and survey initiated.	(a) A format prepared and enumerators identified.	Report					
		(b) CRC survey conducted with at least 500 citizens and organizations.	Report					
		(c) CRC survey results consolidated and a report prepared.	Report					
		d) CRC report discussed in a CCCC meeting	Meeting minutes					
<u>Noteworthy CC-level actions during the month:</u> The CRC format & methodology are being reviewed and revised (simplified) with TCP support.								
5.8 Establish & operationalize Grievance Redress Cell (GRC) with revised terms of	GRC established with procedures and formats.	(a) GR procedures and format discussed and adopted by GRC	Meeting minutes and Report					
		(b) A workshop on GR procedures for orientation of CC Officials/Staff	Workshop Report					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
reference								
		(c) Launching the GR system	Report					
Noteworthy CC-level actions during the month:								
6.1 Initiate/update Master Plan – in coordination with relevant authorities & agencies ← assisted by FSMP/CGP	Increasing accessibility of the plan through different mechanisms	(a) Information on planned & ongoing projects is available at CISC. The information may include the lists of: i) CGP Batch-1 projects ii) CGP Batch-2 projects lists iii) Sub-project lists of MGSP	Lists of projects	P	P	P	P	Y
		(b) The above information is uploaded on the CC website and the key information communicated through mass public meetings or SMS.	Website screenshot/ meeting minutes/SMS screenshot					
Noteworthy CC-level actions during the month: CCs are being supported to prepare project lists to made available at CISC.								
6.2 Implement development control	Information collection on major Illegal land use areas & improve mapping skills of the relevant CC staffs	(a) A report on illegal land use area prepared.	Report	P	P	P	P	P
		(b) Gain understanding the ‘Building Construction Rules 1996’ and ‘Dhaka Mohanagar Imarat Nirman Bidhimala 2008’ (A workshop will be organized.)	Workshop Report	P	P	P	P	P
		(c) Relevant staff are trained on basics of GIS mapping. (A workshop will be organized.)	Workshop Report					
Noteworthy CC-level actions during the month: Workshop documents are being prepared.								
6.3 Infrastructure Development Plan (IDP) reviewed &	Ensuring CC budget provision for CC own sourced IDP	(a) CPU reviews consistency between the updated IDP and allocation in the CC budget for FY	Meeting minutes					



Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
revised through inter-governmental coordination and citizen participation	projects	2016/17 (incl. ADP allocations)						
		(b) IDP priority projects for the next cycle are discussed in CCCC and CDCC meetings (before presentation to the relevant Standing Committees)	Meeting minutes					
		(c) Priority projects for FY 2017/18 are discussed in connection with the budget in a CC meeting.	Meeting minutes					
Noteworthy CC-level actions during the month:								
6.4 Prepare O&M Action Plan	Inventory Database preparation of all CC infrastructures	(a) Field survey team formed and mobilized.	Infrastructure inventory database (at least partially completed)	P	P	P	P	P
		(b) Conduct field survey.						
		(c) Prepare inventory database at least partially.						
Noteworthy CC-level actions during the month:								
Survey team has been formed in each CC for conducting inventory survey.								
6.5 Implement environmental laws & regulations ← assisted by DSM/CGP	Identification of illegal actions and measures to be taken against those actions	(a) CC identify environmentally illegal situations.	Report					
		(b) CC identify measures as per the prevailing laws related to environmental issues.	Report					
Noteworthy CC-level actions during the month:								
6.6 Improve sanitary situations - public toilets & drainage	No. of public toilets and community latrines and waste water drainage connections are increasing.	(a) CPU reviews whether no. of public toilets, community latrines and drainage connections have increased under different interventions.	Progress report					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) Add brief description on actions/progress in each CC				
				NCC	CoCC	RpCC	GCC	ChCC
Noteworthy CC-level actions during the month:								
6.7 Solid waste management – awareness raising & improving practices ← jointly with Activity 5.3 (Community Groups)	Solid waste collection coverage and frequency improved.	(a) CC assesses the current coverage and frequency of the collection of solid waste.	Report					
		(b) Training of the Community Groups (CGs) (in support of Activity 5.3)	Training report					
		(c) Community awareness campaign organized including awareness raising in school (targeting children).	Report					
Noteworthy CC-level actions during the month:								
7.1 Awareness raising campaigns on specific law enforcement issues	At least one campaign to raise citizen awareness for law observation implemented.	(a) Law Officer (or officer in charge) prepares an awareness campaign plan based on issues raised by departments.	Campaign plan					
		(b) The awareness campaign plan endorsed by Mayor	Official Letter					
		(c) Awareness raising campaign implemented.	Report					
Noteworthy CC-level actions during the month:								
7.2 Establish and operationalize Law Enforcement Unit (LEU)	A workshop for the Law & Discipline Standing Committee conducted.	(a) A workshop to train Law and Discipline Standing Committee members and relevant CC officials.	Agenda & report					
Noteworthy CC-level actions during the month:								
7.3 Capacity development of Law	Proposed legal actions implemented	(a) SC ensures a plan for law enforcement.	SC meeting minutes					

Area/Activity	Target for FY 2016/17 (June '17)	Key Milestone Tasks FY 2016/17	Verification Means	Cumulative progress (Y =completed, P= in progress, Blank= Not started/done) <i>Add brief description on actions/progress in each CC</i>				
				NCC	CoCC	RpCC	GCC	ChCC
<b>Enforcement &amp; Discipline Standing Committee</b>	and produce report	(b) SC ensure the implementation of the law enforcement plan by relevant departments & officials.	SC meeting minutes					
Noteworthy CC-level actions during the month:								

Table 3.1.2: Problems/Issues and Resolutions to be Undertaken or Already Undertaken/Achieved

Problems/Issue	Resolutions to be undertaken	Undertaken/Achieved
<b>Establishment of City Information Service Center (CISC) in GCC and ChCC:</b> In June 2016, PCO supplied one Computer, one Printer and one Photocopier for establishing the CISC in each CC. But GCC and ChCC didn't place them in the CISC. Moreover, the space that has been allocated for CISC is not sufficient for providing the service. No specific staff has been assigned for the CISC. In NCC, RpCC and CoCC, internet connection remains an issue. For full functioning of the CISC, necessary equipment and internet connections	The GICD IT Junior Facilitators and IT Senior Specialist several times requested the CC officials and have tried to solve this issue but they failed. DTL has raised the issue to the Chief Engineer, CEO and Mayor of ChCC and DPD-1 along with DTL have met with GCC personnel concerned to solve the problem. But the two CCs are yet to take action. It is recommended that PD directly raise the issue to the leadership of the two CCs.	The GICD team and DPD-1 have continuously raised the issues and made a request to GCC and ChCC as mentioned in the left column.

are essential.		
<b>Local conveyance of JFs:</b> The local conveyance/transport for JFs should be provided by the project. This is one of crucial issues affecting the speed and quality of CC-level activities.	Earlier the GII management agreed to reimburse the local transport bill for JFs but the issue is yet to be solved.	The GICD team and DPD-1 have been raising the issue a number of times but with no result.
<b>Infrastructure Inventory</b> The preparation of infrastructure inventory will rely on CC engineering support staff but in GCC and RpCC it has been found that the staff have been fully engaged with the Batch-1 project implementation and will be fully occupied with the Batch 2 implementation from now on. Since infrastructure development is the CCs' top most priority, the Mayor may not permit the engineering support staff to be assigned for infrastructure inventory.	The GICD sub-team has prepared an estimate of equipment & personnel requirements and associated costs. A workshop is being planned to discuss feasibility with CC officials and engineers.	A workshop with CCs to determine arrangements and costs for the infrastructure survey is under preparation.
<b>Outstanding Electricity Bills of ChCC:</b> ChCC has not paid outstanding electricity bills from the period of the previous Mayor and the current Mayor is not interested. (ICGIAIP Activity – 4.7)	The PD may be requested to raise the issue directly with the CC leadership or discuss with the concerned authority.	N.A.
<b>Equipment for Senior Specialists and JFs</b> The following are required for facilitating the GICD team's desk & field work: At CC Level 1. High resolution of 5 DHL Camera (1 for each CC) 2. Five number of scientific calculators (one for each CC), as there are only 3 computers for 5 JFs and the Finance JF in each CC is in need of having constant access to a calculator 3. Five number of internet modems including usage cost (one for each CC). The JFs have to visit zonal offices in each CC and internet connectivity while they're in the field will help improving intra-GICD team communications. Also, Finance and IT JFs provide hands-on support to the zonal offices on the MSU software and document generation. Their having a modem will help the zonal offices sending documents online and the zone staff learning the skills and internet connectivity potential. (The CCs are expected to introduce networks in the zonal offices in the future, but	The requirements have been already sent to the management.	Yet to be supplied.

<p>the GICD providing support in this area is very much needed as an interim measure.)</p> <p>At Dhaka Office</p> <ol style="list-style-type: none"><li>1. Two DHL Camera for Specialists</li><li>2. Six internet modem including minimum cost (5 for 5 area of Specialists and one for DTL). The modems are needed for maintaining on-line communications during field visits.</li></ol>		
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### 3.2 Progress of Design, Supervision, and Monitoring

#### 3.2.1 Site Visits

The DSM Sub-team has conducted the following site visits in the month of September, 2016 in order for supervising the Batch 1 subprojects as well as the preparation of Batch 2 subprojects.

Table 3.2.1: Site Visits by DSM Sub-team during the Month of September 2016

Month	Date	Destination	Activity	Attendance
September	02-03 & 20-21	CoCC	Supervision of Batch 1 and Preparation of Batch-2 Subprojects	Dtl
	25-29	RpCC	Preparation of Batch-2 Subprojects	Procurement & Contract Management
	25-30	ChCC	Preparation of Batch-2 Subprojects	Environment Specialist

#### 3.2.2 Progress Summary of Batch 1 Subprojects

The financial progress of Batch 1 subprojects as of the end of September 2016 is summarized below. The total amount 5 CCs paid to their contractors was 167.08 Crore BDT which is 1.86 Crore BDT increase from the last month.

NCC shows good progress both physically and financially. CoCC shows good physical progress, and financial progress go up in this months. RpCC shows moderate progress. GCC show less progress. The progress of this CC is closely monitored. ChCC was much behind the schedule but the work has commenced for 16 subprojects. From coming months, good progress can be expected.

Table 3.2.2: Financial Achievement by Subproject Implementation

Description	Amount ( Crore BDT )	Remark
JICA's initial disbursement to LGED	162.45	06-Mar-15
Achievement as on the end of September 2016	179.97	110.78%

Table 3.2.3: Financial Progress by CCs

Name of City Corporation	Subproject No		Contract Awarded		Disbursement	
	Original	Revised	No of Packages	Amount ( Tk )	Amount ( Tk )	%
NCC	3	3	3	275,169,092.65	224,130,321.87	81.45
CoCC	9	8	8	689,246,579.29	551,952,116.00	80.08
RpCC	18	18	18	869,977,772.85	462,692,798.00	53.18
GCC	9	9	9	899,687,793.12	253,306,107.48	28.15
ChCC	18	17	17	1,222,751,075.28	307,622,755.22	25.16
Total	57	55	55	3,956,832,313.29	1,799,704,098.57	45.48

Note: The number of contract completion is counted when NOA is issued, while the amount of contract completion is counted only after the contract has been signed.

#### 3.2.3 Progress Summary of Batch 2 Subproject

DSM Sub-team is in the process of assessing the adequacy of proposed changes/replacements of Batch 2 subprojects as per the designated evaluation procedure in the Minutes of Discussion (M/D) between the governments of Bangladesh and JICA. The summary of such changes/replacements are shown below.

Table 3.2.4: Summary of List of Batch2 Subprojects

As of 30 September, 2016

CC	Original		Revised		Remarks
	No of Subprojects	Project Cost ( Crore BDT )	No of Subproject	Project Cost ( Crore BDT )	
NCC	12	302.44	12	266.20	-
GCC	14	231.04	14	224.36	-

CoCC	7	234.23	9	249.53	2 Subproject added
RpCC	29	223.29	25	217.23	4 Subproject deleted
ChCC	15	433.10	17	444.08	2 Subproject added
Total	77	1424.10	77	1401.40	-

DSM team have completed Subprojects draft preparation (DD) as under:

- NCC2-3, NCC2-4, NCC2-5, NCC2-6 & NCC2-11= Total 5 out of 12.
- GCC2-1, GCC2-3, GCC2-4, GCC2-9, GCC2-10 & GCC2-11= Total 6 out of 14.
- CoCC2-2, CoCC2-3, CoCC2-4, CoCC2-6 & CoCC2-7= Total 5 out of 9.
- RpCC2-5, RpCC2-8, RpCC2-9, RpCC2-14, RpCC2-15, RpCC2-16 & RpCC2-17=Total 7 out of 25.
- ChCC2-7, ChCC2-11, ChCC2-12, ChCC2-13, ChCC2-14, ChCC2-15, ChCC2-16 & ChCC2-17= Total 8 out of 17.

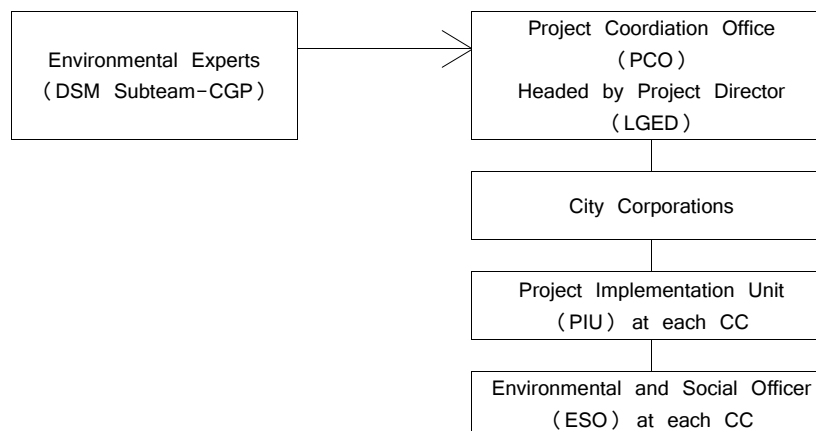
Summerisely 32 nos. Projects draft have already been completed as of September 2016.

DSM sub-team has finalized the specification of survey works in coordination with the design unit of LGED. The three quotations for each item have been collected for the Client's approval, and DSM sub-team officially submitted them. Based on the approval from the Client, the survey works have started. Location map for Subproject Batch 1&Batch 2 (proposed, and not finalized) has been prepared in cooperation with CCs.

### 3.2.4 Environmental Clearance

The kick-off Meeting for environmental considerations was held on 8th Nov,2015. The Environmental and Social Officer (ESO) of related five (5) City Corporations were invited to the meeting. Although the ESO of Comilla was absent, all meeting information sent to ESO later. In the meeting the international environment expert explained the expected tasks of ESO of CC including below organization chart for environmental considerations for DSM.

Out of total subprojects of batch-2, 44 subprojects were selected for IEE/EIA study resulting from the screening done by the environment experts. DSM sub-team will proceed with preparation of IEE report including data collection and field survey accordingly. Submission of final IEE report was scheduled to be two in steps and the first cluster of 10 subprojects was ready and submitted at the end of June 2016. The site clearance for the 10 sub projects in the cluster 1 was obtained on 8 September 2016. The IEE for cluster 2 for 61 sub projects was submitted to DoE for clearance on 5 September 2016. TOR for EIA for 3 overpasses and 3 water supply system has been approved by DoE all process of engagement of DIA Consultants is ongoing.



Environmental Expert has identified 44 IEE/EIA required subprojects among 77 Batch2 subprojects. The list of final 77 subprojects is attached herewith in the Attachment.





Table 3.2.5: Progress of Batch 2 Survey Work

30 September, 2016

CC	Topographic Survey																	
	Road cum Road+Drain (km)			Drain(km)			Overpass(no)			Bridge (no)			Khal (km)			School cum Cyclone Shelter/Center		
	Plan	Actual	Remaining	Plan	Actual	Remaining	Plan	Actual	Remaining	Plan	Actual	Remaining	Plan	Actual	Remaining	Plan	Actual	Remaining
Chittagong	10.2	10.2	0				3	3	0	1	1	0				8	8	0
Comilla	75.3	75.3	0	40.5	40.5	0				9	9	0	33.8	33.8	0			
Narayanganj	23.44	23.44	0	36.27	20	16.27				16	16	0	34.94	20	14.94			
Gazipur	54.8	54.8	0	35.3	35.3	0				1	1	0						
Rangpur	76.3	70	6.3	54.1	40	14.1				1	1	0						
Grand Total	240.0 4	233.7 4	6.3	166.17	135.8	30.37	3	3	0	28	28	0	68.74	53.8	19.94	8	8	0
% Progress	97.38			81.72			100.00			100.00			78.26			100.00		
% Remaining	2.62			18.28			0.00			0.00			21.74			0.00		

**Financial Status of Batch 1 by CCs**

As of 30 September, 2016

Name of City Corporation	Subproject No		Contract Awarded		Disbursement	
	Original	Revised	No of Packages	Amount (BDT)	Amount (BDT)	%
NOC	3	3	3	275,169,092.65	224,130,321.87	81.45
CoCC	9	8	8	689,246,579.29	533,542,601.00	77.41
RpCC	18	18	18	869,977,772.85	446,893,215.00	51.37
GOC	9	9	9	899,687,793.12	253,306,106.00	28.15
ChCC	18	17	17	1,222,751,075.28	313,320,355.22	25.62
<b>Total</b>	<b>57</b>	<b>55</b>	<b>55</b>	<b>3,956,832,313.19</b>	<b>1,771,192,599.09</b>	<b>44.76</b>

Progress Summary of Batch 1 Subproject by CCs

As of 30 September 2016

Physical Progress ( % )								Financial Progress						
Package No	Tender Status	Contract Amount (BDT)	Signing date	Completion Date	Up to previous month	Reporting month	Cumulative	Payment Bill Amount (BDT)			% Progress			
								Up to previous month	Reporting month	Cumulative	Up to previous	Reporting month	Cumulative	
Chittagong City Corporation (ChCC)														
ChCC-1	Complete	41,983,136.23	07.12.2015	06.12.2016	75.00	0.00	75.00	0.00	0.00	0.00	0.00	0.00	0.00	
ChCC-2	Complete	143,124,162.10	07.12.2015	06.12.2016	76.00	4.00	80.00	85,363,556.00	0.00	85,363,556.00	59.64	0.00	59.64	
ChCC-3	Complete	183,575,992.70	07.12.2015	06.12.2016	40.00	0.00	40.00	69,041,890.00	0.00	69,041,890.00	37.61	0.00	37.61	
ChCC-4	Complete	101,688,179.90	08.11.2015	07.11.2016	70.00	0.00	70.00	64,334,868.32	0.00	64,334,868.32	63.27	0.00	63.27	
ChCC-5	Developed by CC & Dropped													
ChCC-6	Complete	69,995,195.36	14.12.2015	13.12.2016	30.00	5.00	35.00	18,469,555.00	0.00	18,469,555.00	26.39	0.00	26.39	
ChCC-7	Complete	17,504,858.16	14.10.2015	13.10.2016	2.00	0.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	
ChCC-8	Complete	18,497,076.31	14.10.2015	13.10.2016	10.00	0.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	
ChCC-9	Complete	56,179,460.95	14.12.2015	13.12.2016	10.00	5.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	
ChCC-10	Complete	40,863,270.94	14.12.2015	13.12.2016	60.00	5.00	65.00	19,507,390.00	5,697,600.00	25,204,990.00	47.74	13.94	61.68	
ChCC-11	Complete	18,089,499.64	14.10.2015	13.10.2016	85.00	0.00	85.00	11,684,972.10	0.00	11,684,972.10	64.60	0.00	64.60	
ChCC-12	Complete	16,343,013.63	14.10.2015	13.10.2016	75.00	5.00	80.00	11,210,091.00	0.00	11,210,091.00	68.59	0.00	68.59	
ChCC-13	Complete	15,944,085.56	14.10.2015	13.10.2016	75.00	0.00	75.00	11,572,909.80	0.00	11,572,909.80	72.58	0.00	72.58	
ChCC-14	Contract not yet completed													
ChCC-15	Complete	117,899,871.68	26.04.2016	25.04.2017	0.00	5.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	
ChCC-16	Complete	262,000,342.90	07.12.2015	06.12.2016	15.00	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	
ChCC-17	Complete	49,227,694.09	05.01.2016	04.01.2017	35.00	0.00	35.00	11,869,660.00	0.00	11,869,660.00	24.11	0.00	24.11	
ChCC-18	Complete	69,835,235.13	11.01.2016	10.01.2017	15.00	0.00	15.00	4,567,863.00	0.00	4,567,863.00	6.54	0.00	6.54	
Total								1,222,751,075.28	307,622,755.22	5,697,600.00	313,320,355.22	25.16	0.47	25.62

As of 30 September 2016

Physical Progress ( % )								Financial Progress					
Package No	Tender Status	Contract Amount (BDT)	Signing date	Completion Date	Up to previous month	Reporting month	Cumulative	Payment Bill Amount (BDT)			% Progress		
								Up to previous month	Reporting month	Cumulative	Up to previous	Reporting month	Cumulative
Gazipur City Corporation (GCC)													
GCC-1	Complete	151,050,264.70	01.02.2016	31.01.2017	23.00	5.00	28.00	20,288,272.00	12,527,549.00	32,815,821.00	13.43	8.29	21.73
GCC-2	Complete	49,071,701.17	08.09.2015	07.09.2016	61.00	9.00	70.00	19,051,710.57	5,741,424.43	24,793,135.00	38.82	11.70	50.52
GCC-3	Complete	100,324,529.19	10.03.2016	09.03.2017	18.00	3.00	21.00	0.00	10,000,000.00	10,000,000.00	0.00	9.97	9.97
GCC-4	Complete	107,266,391.89	24.03.2016	23.03.2017	26.00	11.00	37.00	16,047,838.00	7,882,496.00	23,930,334.00	14.96	7.35	22.31
GCC-5	Complete	221,095,762.68	25.02.2016	24.02.2017	21.00	4.00	25.00	17,376,344.00	0.00	17,376,344.00	7.86	0.00	7.86
GCC-6	Complete	60,793,888.83	01.02.2016	31.01.2017	50.00	12.00	62.00	21,425,229.43	16,290,631.57	37,715,861.00	35.24	26.80	62.04
GCC-7	Complete	108,779,188.60	16.08.2015	15.08.2016	48.00	7.00	55.00	39,866,030.00	0.00	39,866,030.00	36.65	0.00	36.65
GCC-8	Complete	44,300,448.28	02.11.2015	01.11.2016	48.00	2.00	50.00	19,036,100.01	-100,000.01	18,936,100.00	42.97	-0.23	42.74
GCC-9	Complete	57,005,617.78	18.08.2015	17.08.2016	73.00	14.00	87.00	36,631,180.00	11,241,301.00	47,872,481.00	64.26	19.72	83.98
Total		899,687,793.12						189,722,704.01	63,583,401.99	253,306,106.00	21.09	7.07	28.15

As of 30 September 2016

Physical Progress ( % )								Financial Progress					
Package No	Tender Status	Contract Amount (BDT)	Signing date	Completion Date	Up to previous month	Reporting month	Cumulative	Payment Bill Amount (BDT)			% Progress		
								Up to previous month	Reporting month	Cumulative	Up to previous	Reporting month	Cumulative
Rangpur City Corporation (RpCC)													
RpCC-1-1	Complete	23,764,035.82	05.05.2015	04.05.2016	100.00	0.00	100.00	21,317,129.00	0.00	21,317,129.00	89.70	0.00	89.70
RpCC-1-2	Complete	41,814,679.62	17.05.2015	16.05.2016	58.00	0.00	58.00	21,250,435.00	0.00	21,250,435.00	50.82	0.00	50.82
RpCC-1-3	Complete	47,976,090.49	08.10.2015	07.10.2016	85.00	0.00	85.00	37,684,763.00	0.00	37,684,763.00	78.55	0.00	78.55
RpCC-1-4	Complete	61,374,086.53	03.03.2016	02.03.2017	15.00	2.00	17.00	5,439,264.00	0.00	5,439,264.00	8.86	0.00	8.86
RpCC-1-5	Complete	26,082,771.25	07.10.2015	06.10.2016	85.00	15.00	100.00	21,374,362.00	0.00	21,374,362.00	81.95	0.00	81.95
RpCC-1-6	Complete	41,454,632.90	03.10.2015	02.10.2016	48.00	2.00	50.00	15,999,434.00	0.00	15,999,434.00	38.60	0.00	38.60
RpCC-1-7	Complete	14,249,501.25	17.09.2015	16.09.2016	90.00	0.00	90.00	12,380,035.00	0.00	12,380,035.00	86.88	0.00	86.88
RpCC-1-8	Complete	46,752,202.25	21.12.2015	20.12.2016	70.00	2.00	72.00	28,429,921.00	0.00	28,429,921.00	60.81	0.00	60.81
RpCC-1-9	Complete	62,011,220.87	21.12.2015	20.12.2016	65.00	0.00	65.00	39,262,882.00	0.00	39,262,882.00	63.32	0.00	63.32
RpCC-1-10	Complete	60,029,994.37	06.01.2016	05.01.2017	49.00	0.00	49.00	27,454,232.00	0.00	27,454,232.00	45.73	0.00	45.73
RpCC-1-11	Complete	52,481,296.81	29.12.2015	28.12.2016	47.00	1.00	48.00	19,709,968.00	0.00	19,709,968.00	37.56	0.00	37.56
RpCC-1-12	Complete	90,859,286.17	29.12.2015	28.12.2016	56.00	0.00	56.00	45,460,860.00	0.00	45,460,860.00	50.03	0.00	50.03
RpCC-1-13	Complete	45,189,751.71	06.01.2016	05.01.2017	70.00	0.00	70.00	30,613,617.00	0.00	30,613,617.00	67.74	0.00	67.74
RpCC-1-14	Complete	24,735,373.46	09.11.2015	08.11.2016	60.00	0.00	60.00	13,555,540.00	0.00	13,555,540.00	54.80	0.00	54.80
RpCC-1-15	Complete	70,794,880.19	09.11.2015	08.11.2016	48.00	0.00	48.00	27,493,936.00	0.00	27,493,936.00	38.84	0.00	38.84
RpCC-1-16	Complete	48,542,302.79	10.12.2015	09.12.2016	55.00	0.00	55.00	16,735,762.00	0.00	16,735,762.00	34.48	0.00	34.48
RpCC-1-17	Complete	39,267,304.88	09.11.2015	08.11.2016	74.00	0.00	74.00	27,744,415.00	0.00	27,744,415.00	70.66	0.00	70.66
RpCC-1-18	Complete	72,598,361.49	30.09.2015	29.09.2016	60.00	0.00	60.00	34,986,660.00	0.00	34,986,660.00	48.19	0.00	48.19
Total		869,977,772.85						446,893,215.00	0.00	446,893,215.00	51.37	0.00	51.37

As of 30 September 2016

Physical Progress ( % )								Financial Progress					
Package No	Tender Status	Contract Amount (BDT)	Signing date	Completion Date	Up to previous month	Reporting month	Cumulative	Payment Bill Amount (BDT)			% Progress		
								Up to previous month	Reporting month	Cumulative	Up to previous	Reporting month	Cumulative
Comilla City Corporation (CoCC)													
CoCC1-1	Complete	118,259,892.06	16.09.2015	15.09.2016	78.00	3.50	81.50	90,070,268.00	4,317,303.00	94,387,571.00	76.16	3.65	79.81
CoCC1-2	Complete	71,967,046.99	30.08.2015	29.08.2016	72.00	7.00	79.00	49,585,159.00	6,497,893.00	56,083,052.00	68.90	9.03	77.93
CoCC1-3	Complete	100,935,057.19	25.06.2015	24.06.2016	78.00	7.71	85.71	68,387,655.00	13,981,199.00	82,368,854.00	67.75	13.85	81.61
CoCC1-4	Complete	57,202,696.54	30.04.2015	29.04.2016	100.00	0.00	100.00	31,273,771.00	11,967,886.00	43,241,657.00	54.67	20.92	75.59
CoCC1-5	Complete	81,498,169.10	13.09.2015	12.09.2016	78.00	8.00	86.00	57,491,644.00	6,566,524.00	64,058,168.00	70.54	8.06	78.60
CoCC1-6	Complete	142,743,680.71	01.09.2015	31.08.2016	68.00	9.14	77.14	91,165,013.00	0.00	91,165,013.00	63.87	0.00	63.87
CoCC1-7	Complete	90,804,316.26	31.03.2015	30.03.2016	100.00	-15.00	85.00	76,807,164.19	-404,598.19	76,402,566.00	84.59	-0.45	84.14
CoCC1-8	Developed by LGED, Comilla & Dropped												
CoCC1-9	Complete	25,835,720.44	19.04.2015	18.04.2016	100.00	0.00	100.00	25,835,720.00	0.00	25,835,720.00	100.00	0.00	100.00
Total		689,246,579.29						490,616,394.19	42,926,206.81	533,542,601.00	71.18	6.23	77.41

As of 30 September 2016

Physical Progress ( % )								Financial Progress					
Package No	Tender Status	Contract Amount (BDT)	Signing date	Completion Date	Up to previous month	Reporting month	Cumulative	Payment Bill Amount (BDT)			% Progress		
								Up to previous month	Reporting month	Cumulative	Up to previous	Reporting month	Cumulative
Narayanganj City Corporation (NCC)													
NCC1-1	Complete	97,528,637.24	08.10.2015	07.10.2016	75.50	1.45	76.95	59,212,091.00	8,592,451.54	67,804,542.54	60.71	8.81	69.52
NCC1-2	Complete	88,782,224.13	19.04.2015	18.04.2016	95.60	1.65	97.25	77,990,845.93	0.00	77,990,845.93	87.85	0.00	87.85
NCC1-3	Complete	88,858,231.28	19.04.2015	18.04.2016	97.50	1.20	98.70	78,334,933.40	0.00	78,334,933.40	88.16	0.00	88.16
Total		275,169,092.65						215,537,870.33	8,592,451.54	224,130,321.87	78.33	3.12	81.45

### 3.3 Progress of Feasibility Study and Master Plan Review

The FSMP team undertook mainly the following tasks in September 2016 as summarized as follows:

Preparation of list of priority projects by sector (i.e., transport, water supply, drainage, sewerage and solid waste management, and municipal facilities)

Urban planners and transport planners as well as sector specialists continued sector reviews, site visits to the study cities, discussions with CC officials, analyses on the information collected, and updated the long list and priority project list. Project Profile Sheet has been designed and circulated among the team members. Some of the draft project sheets have been prepared and included in subsector working papers.

#### Feasibility Studies

The FSMP sector specialists visited project sites for proposed feasibility studies, and made further observations. As of end of September 2016 several projects are being investigated for feasibility studies. Below list describes the current status of projects for FS in each City Corporation.

Table 3.3.1: Summary of Status for Feasibility Studies

as of September 2016

City	Project	Status
Narayanganj	Construction of Bridge over the Shitalokha River	<ul style="list-style-type: none"> <li>Topographical survey and river survey have been completed.</li> <li>Field work for Geotechnical surveys are completed.</li> <li>Draft Geotechnical Investigation Report received.</li> <li>Traffic surveys have been completed.</li> <li>Alignment has been finalised and preliminary design is ongoing.</li> <li>Preliminary GA drawings have been prepared.</li> <li>Initial reconnaissance of environmental and social impacts along proposed bridge alignment was completed.</li> <li>Draft IEE (Initial Environmental Examination) report is being prepared.</li> <li>Draft Screening Format (to be attached to the loan proposal) is being prepared.</li> <li>GIS analysis of affected structures and properties was completed. Stakeholders meeting is in preparation</li> </ul>
Comilla	Gomti River Embankment Road	<ul style="list-style-type: none"> <li>Alignment has been broadly agreed with the city engineers.</li> <li>Topographical survey has been completed.</li> <li>Geotechnical investigations have restarted. Tenders received and under contract agreement preparation.</li> <li>Details of MGSP and its implication to the FSMP projects have been investigated, and it was found that the MGSP project addresses a relatively minor improvement.</li> <li>Preliminary design completed.</li> <li>Traffic surveys are planned to be implemented in August 2016.</li> <li>Initial reconnaissance of environmental and social impacts along proposed alignment was completed for selection of the alignment.</li> <li>Draft IEE (Initial Environmental Examination) report is being prepared.</li> <li>Draft Screening Format (to be attached to the loan proposal) is being prepared.</li> <li>GIS analysis of affected structures and properties was completed. Stakeholders meeting is in preparation</li> </ul>



	Surface Water Supply Project in Comilla	<ul style="list-style-type: none"> <li>GED Submitted the WS project proposal to BWDB for the approval</li> <li>Preparation of WTP concept design and drawings are currently in progress.</li> <li>Location of water towers in Comilla City area is to be identified with CoCC.</li> <li>The geo-technical survey paper works have been submitted to LGED for approval</li> <li>TORs for various surveys are being prepared and being implemented.</li> <li>WP 22 on Comilla WS project has been issued</li> <li>The preparation of FS report for water supply sector is currently in progress.</li> </ul>
	Rehabilitation of Racecourse khal, Agriculture Institute khal & Chayabitan Residential Drain	<ul style="list-style-type: none"> <li>Survey work for drainage system of CoCC completed</li> <li>Base model development for Racecourse khal, Agriculture Institute khal &amp; Chayabitan Residential Drain completed</li> <li>Started design section development for Racecourse khal, Agriculture Institute khal &amp; Chayabitan Residential Drain</li> <li>Hydrological data collection &amp; analysis for CoCC drainage system completed</li> </ul>
Rangpur	Rehabilitation of Shymasundari khal & Kuksha-Ghagot river	<ul style="list-style-type: none"> <li>Hydrological data analysis completed</li> <li>Base mathematical model building completed</li> <li>Option study on going</li> </ul>
Gazipur	Bridge over the Turag River	<ul style="list-style-type: none"> <li>Topographical survey and river survey have been completed.</li> <li>Bridge and approach road alignment revised due to updated information on flood levels.</li> <li>Preliminary GA's for Turag River and Flood Plain bridges completed.</li> <li>Design water levels revised.</li> <li>Field work for Geotechnical surveys completed.</li> <li>Geotechnical lab tests ongoing</li> <li>Traffic surveys are being implemented.</li> <li>Initial reconnaissance of environmental and social impacts along proposed bridge alignment was completed.</li> <li>Draft IEE (Initial Environmental Examination) report is being prepared.</li> <li>Draft Screening Format (to be attached to the loan proposal) is being prepared.</li> <li>GIS analysis of affected structures and properties is ongoing.</li> </ul>
	Construction of railway flyover in Gazipur City Centre	<ul style="list-style-type: none"> <li>Topographical survey have been completed.</li> <li>Field work for Geotechnical surveys completed</li> <li>Geotechnical lab tests continuing.</li> <li>Rail crossing point has been agreed.</li> <li>Traffic surveys have been completed.</li> <li>Space available and layout of BRT terminal reviewed.</li> <li>Initial reconnaissance of environmental and social impacts along proposed flyover alignment was completed.</li> <li>Draft IEE (Initial Environmental Examination) report is being prepared.</li> <li>Draft Screening Format (to be attached to the loan proposal) is being prepared.</li> </ul>

		<ul style="list-style-type: none"> <li>• GIS analysis of affected structures and properties is ongoing.</li> </ul>
	Surface Water Supply Project in Tongi and Gazipur	<ul style="list-style-type: none"> <li>• Possible site locations for intake and WTP have been identified by a joint inspection with Client.</li> <li>• Gazipur CC is going to handle the land acquisition. The possible WTP site locations were identified according to the Hon. Mayor's instructions.</li> <li>• Raw water quality testing results in Shitalakshya River indicates the river water is in treatable condition for drinking purposes.</li> <li>• TORs for various surveys are being prepared.</li> </ul>
Chittagong	Construction of Biogasification/Compost Plant	<ul style="list-style-type: none"> <li>• Chittagong CC accept the proposal to proceed to the feasibility study for construction of biogasification/compost plant.</li> <li>• Construction site is available at the former open dumpsite and existing compost plant site by clearing the required area for the new facilities</li> <li>• Preparation of geotechnical survey, topographic survey and environmental and social consideration survey are underway .</li> </ul>
Five Cities	Rehabilitation and Construction of Public Toilets	<ul style="list-style-type: none"> <li>• Verified condition of Septic Tank, Soak Pit and locate them in the drawings</li> <li>• Water Supply, Drainage and Electricity services conditions</li> <li>• Reporting on the above conditions</li> <li>• Correction in drawings for existing and proposed plans</li> </ul>

### 3.3.1 Summary of Activities by Sector in September, 2016

The Table 3.3.2 summarizes sector activities during this period:

Table 3.3.2: Sector Activities by FSMP Team - September 2016

Sector	Monthly Activity Summary
Urban Planning / Municipal Infrastructure	<ul style="list-style-type: none"> <li>• Engineering Survey of Public Toilets in GCC, NCC and COCC <ul style="list-style-type: none"> <li>➢ Verify condition of Septic Tank, Soak Pit and locate them in the drawings</li> <li>➢ Water Supply, Drainage and Electricity services conditions</li> <li>➢ Reporting on the above conditions</li> <li>➢ Correction in drawings for existing and proposed plans</li> </ul> </li> <li>• Conservation Study of Two Forts IN NCC <ul style="list-style-type: none"> <li>➢ Detail design of Sonakanda and Hajiganj Forts</li> </ul> </li> <li>• Complete Gomti Riverside Development <ul style="list-style-type: none"> <li>➢ Landuse data and mapping of the project area</li> <li>➢ Site visit for detail design of development proposal</li> </ul> </li> <li>• Preparation of Project profile for Development of parks and open space for recreation in ChCC <ul style="list-style-type: none"> <li>➢ Background data collection for preparation of study profile</li> </ul> </li> </ul>
Industrial Development	(No assignment during this period)
Transport Planning	<ul style="list-style-type: none"> <li>• Multi-criteria evaluation of 30+ transport projects in RCC</li> <li>• Multi-criteria evaluation of 30+ transport projects in NCC</li> <li>• Drafting of Project Sheets for transport FS (4)</li> <li>• Drafting of Project sheets for initial priority projects</li> <li>• Support to demand forecasting team for traffic surveys</li> </ul>

	<ul style="list-style-type: none"> <li>• Coordination with urban planning and traffic management teams</li> </ul>
Road and Bridge Engineering	<ul style="list-style-type: none"> <li>• Geotechnical Investigation Field work completed for Turag River and Turag Flood Plain Bridges, Gazipur Flyover and Shitalokhya River Bridge.</li> <li>• Draft GI Report received for Shitalokhya Bridge. Remaining bridge reports expected by end of October 2016.</li> <li>• GI laboratory tests ongoing for Turag River and Turag Flood Plain Bridges and Gazipur Flyover.</li> <li>• Preliminary GA drawings completed for Turag River and Turag Flood Plain Bridges. Preliminary GA drawings being developed for Shitalokhya Bridge.</li> <li>• Gazipur Flyover alignment being finalized prior to development of GA drawings.</li> <li>• Proposed BRT Terminal layout reviewed.</li> <li>• Tenders received for GI for Comilla Embankment Road.</li> <li>• Comilla Embankment Road preliminary design complete.</li> </ul>
Traffic Management	<ul style="list-style-type: none"> <li>• Developed traffic management TA project to be included in the list of priority projects.</li> </ul>
River Engineering	(No assignment during this period)
Water Supply	<ul style="list-style-type: none"> <li>• Submitted the Comilla WS project proposal to BWDB for the approval</li> <li>• Finalized the Comilla WTP geo-technical survey paper works and submit to LGED for approval.</li> <li>• Prepared TOR for topographic survey</li> <li>• Collected 3 quotations from the subcontractors, for topographic survey.</li> <li>• Finalized the WP 22, on the proposed WS project for Comilla City.</li> <li>• Preparing the FS report of WS sector</li> </ul>
Drainage System	<ul style="list-style-type: none"> <li>• Analysis of survey data supplied by survey company for CoCC complete</li> <li>• For RpCC options finalized</li> <li>• Talk with survey company regarding alignment survey for new drain in RpCC</li> <li>• Base model development for CoCC complete</li> <li>• Hydrological data collection &amp; analysis for CoCC drainage complete</li> </ul>
Sewerage System	(No assignment during this period)
Solid Waste Management	<ul style="list-style-type: none"> <li>• Presentation of Chittagong priority project project (Biogasification/Compost Plant Project) to PD</li> <li>• Review of TOR for Geotechnical Survey, Topographic Survey and Environmental and Social Consideration Survey,</li> <li>• Explanation and discussion of Biogasification/Compost Plant project to the staff of environmental and social considerations,</li> <li>• Review and modification of stakeholder presentation material for Rampur and Chittagong CC</li> </ul>
Demand Forecasting / Economic Analysis	<ul style="list-style-type: none"> <li>• Remotely monitored progress of traffic surveys</li> <li>• Review and checking of traffic survey data</li> <li>• Commencing trip matrix building</li> </ul>
Environment/Social	<ul style="list-style-type: none"> <li>• Revising draft IEE reports for the four preceding subprojects Shitalakhya bridge in Narayanganj, the Turag bridge in Gazipur, the railway Flyover in Gazipur and the embankment road in Comilla</li> <li>• For the analysis of alternatives as a part of IEE and EIA, alternatives of the four preceding sub-projects are identified.</li> <li>• Preparation for the stakeholders meetings in cooperation with GICD, such as preparation of draft agenda, listing of all administrative units affected by the sub-projects</li> <li>• Preparation of ToR for subcontracting studies for EIA report including environmental baseline survey for the four preceding sub-projects.</li> <li>• Preparation of ToR for subcontracting studies on social consideration for the four preceding sub-projects</li> <li>• GIS analysis of social impact of Comilla Embankment Road was revised</li> </ul>

- according to the latest plan.
- Quotation of costs for subcontracting the social and environmental surveys for the 10 priority sub-projects
- Statement of environmental and social impacts in the summary sheets for the 10 priority sub-projects

### 3.3.2 Field Visits

Table 3.3.3: Site Visit by FSMP Team – September 2016

Date	CC	Agenda	Mission Member
1	Gazipur CC	– Ensure quality of Traffic Survey.	National Experts: 1. Pradip Kumar Saha,D.F and Economic analysis specialist
4	Gazipur CC	– Verified the building condition of existing public toilets for cost estimation and plumbing, sanitary and water supply services	National Experts: 1. Urban Development Planner–Moniza Biswas 2. Engineer– Zohiruddin Patuary 3. Surveyor: Md. Mizanur Rahman 4. Surveyor: K.M. Salauddin
6–7	Comilla CC	– Supervised Comilla Embankment Road Traffic Survey at CoCC.	National Experts: 1. Ashraful Alam Sarkar,Transport Planning Specialist 2. Pradip Kumar Saha,D.F and Economic analysis specialist
6	Gazipur CC	– Verify the building condition of existing public toilets for cost estimating and plumbing, sanitary and water supply services	National Experts: 1. Urban Development Planner–Moniza Biswas 2. Engineer– Zohiruddin Patuary 3. Surveyor: Md. Mizanur Rahman 4. Surveyor: K.M. Salauddin
20	Narayanganj CC	– Verify the building condition of existing public toilets for cost estimating and plumbing, sanitary and water supply services.	National Experts: 1. Urban Development Planner– Dipak Chandra Shaha 2. Engineer– Zohiruddin Patuary 3. Surveyor: Md. Mizanur Rahman 4. Surveyor: K.M. Salauddin
28	Comilla CC	– Verified the building condition of existing public toilets for cost estimating and plumbing, sanitary and water supply services. – Verified the updated maps Gomti River. – Visited water treatment plant at Gomti river area regarding Social issues and Environmental Consideration.	National Experts: 1. Urban Development Planner– Salma A. Shafi 2. Architect– Md. Arifur Rahma 3. Hasina Khatun,Social Consideration Specialist 4. Nahid Amin, Environmental Specialist 5. Ayesha Akhter Jahan,Social Consideration Specialist 6. Urban Development Planner– Dipak Chandra Shaha 7. Surveyor: Mr. Mizanur Rahman 8. Surveyor– Mr. Salauddin

### 3.3.3 FSMP Working Papers

Sector activities and findings are summarized in FSMP Working Paper(s) for internal use. These papers are to help coordinating activities being undertaken by various experts, and to inform progress made in each sector to PCO.

By the end of September 2016, the following working paper(s) have been circulated:

**Table 3.3.4: List of Working Papers Completed up to September 2016**

WP01	Environmental Considerations for Infrastructure Projects in the FSMP Study Cities, Jiro Iguchi	October 2015
WP02	Initial Observation of Potential Road and Bridge Projects for Feasibility Studies, Michael Jan King and Trevor Godwin	November 2015
WP02 (Revised)	Update of Potential Road and Bridge Projects for Feasibility Studies, Trevor Godwin and Michael Jan King	February 2016
WP02 (Revision 2)	Update of Potential Road and Bridge Projects for Feasibility Studies, Trevor Godwin, Michael Jan King and Gholam Ahmed	March 2016
WP03	Solid Waste Management: Existing Conditions, Issues, and Strategies for Improvement, Sampei Nakanishi	December 2015
WP03 (Revised)	Solid Waste Management: Existing Conditions, and Options for Improvement, Sampei Nakanishi	March 2016
WP03 (Revised)	Attachment: Solid Waste Management in Asian Cities, Sampei Nakanishi	March 2016
WP04	Status Updates of Ongoing and Proposed Plans, Hideo Sakamoto	December 2015
WP05	Sewerage Systems in the FSMP Study Cities: Initial Observations, Rocco M. Palazzolo	December 2015
WP06	Water Supply Systems in FSMP Study Cities: Existing Conditions, Issues, and Strategies for Improvement, Keerthi Athukorala	December 2015
WP07	Initial Observations of Drainage Systems in the FSMP Cities, Richard Valenta, Mohammad Salahuddin Khan and Liton Barua	April 2016
WP08	Urban Planning Review in FSMP Cities, Stephen Crawhurst, Joe Wood, and Golam Mortoja	February 2016
WP09	Master Plan and Initial Project Review: Transport Planning, Michael Chadney, Md Rafiqul Islam, Ashrafal Alam Sarkar, and Ahsanul Kabir	February 2016
WP10	Demand Forecast/ Economic Analysis: Initial Findings and Recommendations, Richard di Bona	March 2016
WP11	Traffic Management Consideration to FSMP Cities and Projects, Alan Cannel	March 2016
WP12	Industrial Development in the FSMP Study Cities: Initial Observations, Isao Takatori	March 2016
WP13	Municipal Facilities: Existing Conditions, Issues, and Strategies for Improvement, Salma Awwal Shafi, Moniza Biswas, and Golam Mortoja	April 2016
WP14	River Engineering and Hydrological Study: Initial Findings and Recommendations, Yoshiyuki Akagawa	March 2016
WP14 (Revised)	River Engineering and Hydrological Study: Findings and Recommendations, Yoshiyuki Akagawa	May 2016
WP15	Environmental Analysis: Methodology and Additional Observation of FSMP Projects, Jiro Iguchi and Shamsur Rahman	March 2016
WP15 (Revised)	Environmental Analysis: Methodology and Additional Observation of FSMP Projects, Jiro Iguchi and Shamsur Rahman	June 2016
WP16	Traffic Analysis for Port Rd Junctions with N1, and Dhaka Trunk Rd in Chittagong	October 2016
WP17	Sewerage and Septage Management in the FSMP Study Cities: Findings and Preliminary Recommendations, Rocco M. Palazzolo	August 2016
WP21	Drainage Systems Improvement in Rampur, Comilla and Chittagong	August 2016
WP22	Water Supply Project in Comilla utilizing Surface Water: Preliminary Design and Findings	September 2016

Additional working papers shown below are being prepared planned to be circulated in October 2016 onwards:

WPxx	Methodology for the Selection of Priority Projects: Steven Crawhurst and Michael Chadney	October 2016
WPxx	Links Area Land Reclamation in Chittagong: Initial Observation, Norifumi	November 2016

	Yamamoto, and Isao Takatori	
WPxx	IT Park Development in Rangpur: Initial Observation, Isao Takatori	November 2016
WPxx	Improvement of Public Toilets in the FMSP Study Cities, Salma A. Shafi, Moniza Biswas, Dipak Saha and Mitun Talapatra	November 2016
WPxx	Preliminary Bridge Design Report for Turag River Crossing, Joydepur Flyover, Shitalakya Bridge	November 2016
	Methodology for Social Impact Analysis, Hirokatsu Utagawa, February 2016	
	Priority Projects and Investment Plans, TBD, August 2016	
	Feasibility Study Report, Volume 1: Turag River Bridge	
	Feasibility Study Report, Volume 2: Gazipur Rail Flyover	
	Feasibility Study Report, Volume 3: Gomti Embankment Road	