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
January, 2018

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 (44.86 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 2.2.1 Summary of Governance Activities by GICD (Original)

GICD Component	Contents	Description
Sub component 1-1	Implementation of Inclusive City Governance Improvement Action Program (ICGIAP)	(1) To support each CC on the governance with: (i) Accountability; (ii) Participation; (iii) Legal Framework; and (iv) Transparency. (2) To support to implement the administrative reform action plan (ARP) to achieve city incisiveness. (3) To be supported by JICA's Governance Technical Cooperation Project through: (i) Improvement of Legal Framework of each CC; (ii) Restructure of organization of each CC (iii) Capacity Development of each CC; and (iv) Exchange of know-how among cities in Bangladesh and Japan.
Sub component 1-2	Capacity Development	(1) To support capacity development of: (i) City Officials of each CC; (ii) Mayor and Councilors of each CC; (iii) GOB officials; and (iv) Contractors through: - Skill-up Training; - ICT enhancement; - Establishment of CRC; - Exchange visit and Best Practice Dissemination 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 2.2.2 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 2.2.3 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 GCC 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 January, 2018

3.1 Progress of Governance Improvement and Capacity Development (GICD)

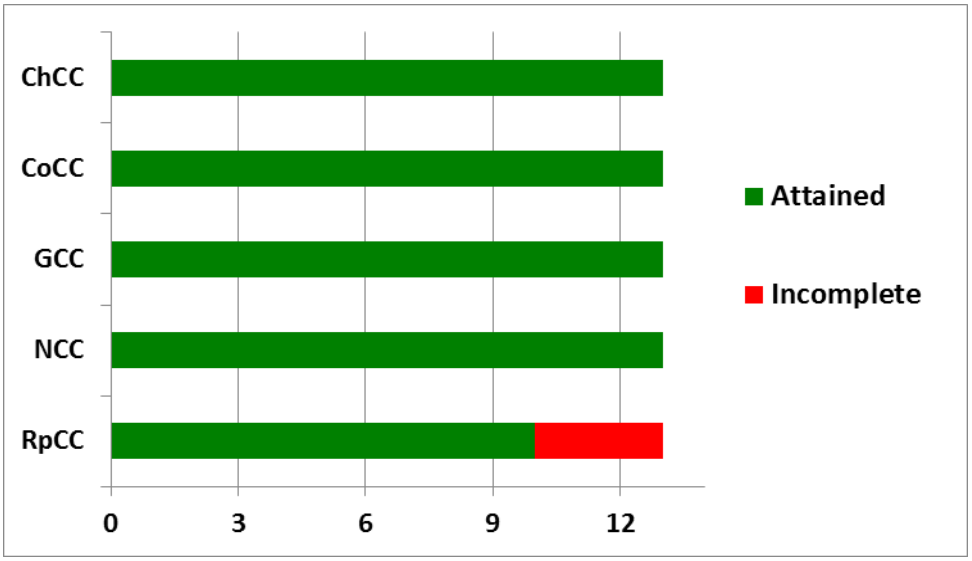
Summary

The GICD team continues to support the 5 CCs as per the FY 2017/18 ICGIAP annual action plan to achieve the 13 trigger criteria specified for the 2nd Performance Review to be held on June 2018, and make progress on the remaining 29 ICGIAP activities in seven areas. In the Summery of 2017, the BME team assessed progress on the 13 trigger criteria and 29 non-trigger criteria. CCs have progressed rapidly since then with GICD support.

Progress on Trigger Activities

The graph below summarizes progress towards completion of all 13 trigger activities for the second Performance Review for the current FY 2017-2018. All 5 CCs including GCC had completed all 13 trigger activities for the previous FY 2016-2017 by January, 2018. However, due to the December city corporation election, for the current FY 2017-2018, RpCC is now behind in three trigger activities requiring meetings of elected officials (CDCC, CSCC, and WLCC) in the October – December 2017 quarter.

Figure 3.1 Progress on 13 2nd PR Trigger Activities



The table below lists 3 trigger activity criteria yet to be completed for the current FY 2017-2019.

Area/Activity	Trigger Criteria Not Achieved for FY 2017 - 2018	Current Status
2.1 CDCC established	RpCC FY 2017-18 2nd Qtr. meeting (Oct. – Dec.)	Incomplete
5.1 CSCC established	RpCC FY 2017-18 2nd Qtr. meeting (Oct. – Dec.)	Incomplete
5.2 WLCC established	RpCC FY 2017-18 2nd Qtr. meeting (Oct. – Dec.)	Incomplete

New Actions to Support CC Progress in January

- **IT and Communications:** GICD supported the CCs to (i) publish e-GP tender notice in the CC web-site, CPTU & LGED website; (ii) organize Mass Public meeting at NCC on 9 January 2018; and (iii) send 10,000 SMS to registered citizens in CoCC;
- **Governance and Organizational Improvement:** GICD monitored KAIZEN implementation plans and guided preparation of reports in CoCC, GCC and NCC, and facilitated preparation of the ARSP in each CC in collaboration with the C4C team. An awareness raising campaign was organized in GCC on 16 January 2018.
- **Finance and Tax Management:** GICD collaborated with the A2I project of Prime Minister's Office to introduce the online e-trade license and councilor certificates functions of A2I developed software in each of project 5 CCs. GICD team will organize training for each of 5 CCs in the near future. The training materials, participant lists for each CC, and resource persons are being finalized.
- **Participation and Poverty Reduction:** GICD arranged a two, 21-day long IGA trainings on tailoring skills in GCC from 15 January to 4 February, and in ChCC from 16 January to 5 February. A total of 25 Primary Group members under PRAP participated. A 500 household Citizen Report Card (CRC) surveys was been completed in NCC and in CoCC. Data entry, analysis and reporting will begin next month and three remaining CCs will start survey activities in the March-April period.
- **Urban Planning and Waste Management:** The GICD team has finalized preparation of training materials including concept note, participant list, and recruitment of resource persons for a training on City Corporation Beautification and environmental protection/preservation and a training on comprehensive urban planning, building and land use control.

Continuing Actions to Support CC Progress

Table 3.1.1 GICD Actions during the Month of January 2018

GICD Specialists & Facilitators	ICGIAP Area & Activities	Actions by GICD Specialists & Facilitators
IT	Area 1 (IT, openness and communications)	▪ Assisted the CCs to (i) make different forms available from the CISC desk on regular CC services and tender documents; (ii) conduct MCC meetings to review annual plans and implement identified activities in each CC.
Governance	Areas 2 (administrative/ organizational improvement)	▪ Assisted the CCs to (i) continue implementing departmental KAIZEN as per CC work plans; (ii) prepare group savings database for PRAP; and (iii) conduct SC meetings in each CC; and (iv) prepare ARP in each CC.
Finance	Areas 3 & 4 (tax and financial management)	▪ Assisted the CCs to (i) make accounting entries into MSU accounting software; (ii) update rates of non-tax revenue sources (fees, lease, rent, etc.) in accordance with Model Tax Schedule; (iii) prepare a micro-credit database for PRAP; and (iv) keep books of accounts in each CDC under PRAP in all 5 CCs.
Participation	Area 5 (citizen participation and poverty reduction)	▪ Assisted the CCs to facilitate PRAP activities (in 30 communities in each CC). ▪ Assisted CCs to (i) ensure on-time deposit of savings in respective bank accounts; (ii) run pre-primary school programs (10 schools in each CC); (iii) run primary health care programs; (iv) implement small infrastructure development (i.e. footpaths, drains, latrines, tube-wells and streetlights); and (v) distribute micro-credit among selected PG members as per guidelines.
Urban Planning	Area 6 (urban planning) + Area 2.1 (CDCC) + Area 2. 7 (CPU) + Area 5.5 (PRAP: CAP)	▪ Assisted the CCs to (i) collect data on primary waste collection system and prepare reporting on the existing condition of waste collection in 5 test wards; and (ii) prepare format for operation and maintenance plans of public toilets.

Table 3.1.2 Summary of CC's Progress on ICGIAP Tasks

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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**	Long time plan to expand e-governance set, and activities implemented accordingly	Task 4: Visit some of the other city corporations that have introduced e-governance in some of their service delivery mechanism as a part of training	Training report	**Y**	**Y**	**Y**	**Y**	**Y**
		Task 5: To develop city corporation web base MIS software with dynamic website and establish any kind of e-services with SMS system	Snapshot of website	**P**	**P**	**P**	**P**	**P**
		Task 6: Set up long term plan to gradually extend the area of e-governance in the CCs for the benefit of its citizens and communities, and submit to the Standing Committee for examination and to City Council meeting for approval.	MCC report	**Y**	**Y**	**Y**	**Y**	**Y**
		Task 8: Continue practice of e-governance in trial and error process with efforts for continuous implementation / updating	MCC report	N	N	N	N	N
Noteworthy CC-level actions during the month:								
1.2 **Establish & operationalize Mass Communication Cell (MCC)**	At least 5000 additional citizens (Total 10,000) registered SMS information dissemination system	**TOR** a) MCC prepares annual plan for information dissemination activity with budget, and examined by Standing Committee of Communication	Annual Plan with budget	**Y**	**Y**	**Y**	**Y**	**Y**
		b) The annual plan and budget submitted to CSCC and City Corporation meeting for approval.	Minutes of CSCC & CC meeting	Y	Y	N	N	Y
		c) MCC prepares message and materials and develop campaign and dissemination plan for implementation according to plan	Campaign report	**Y**	**Y**	**Y**	**N**	**Y**
		d) Message and contents of materials and campaign approved by Mayor	Approved messages	**Y**	**Y**	**Y**	**Y**	**Y**
		e) MCC disseminates message/ materials /updated information to the public through SMS, local newspapers, publicity boards, leaflets, posters, stickers, miking, cable TV, website and campaign activities	MCC report with SMS messages	**Y**	**Y**	**Y**	**Y**	**Y**

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		such as rally etc. at least twice a year						
		f) Hold meeting on MCC at least one in each quarter or when required	Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
		g) MCC prepare SMS record keeping system	SMS record	**Y**	**Y**	**Y**	**Y**	**Y**
		h) MCC prepare City Corporation Annual Report and conduct impact survey on SMS information dissemination	Impact survey report	**Y**	**Y**	**Y**	**Y**	**Y**
		i) Standing committee of communication reviews the work of the MCC twice a year	Meeting minutes of standing committee	Y	N	N	N	N
		j) MCC provides support to meet with mass public of City Corporation	Meeting report	Y	N	N	N	Y
Noteworthy CC-level actions during the month:								
1.3 Establish City Information Service Center (CISC)	Increase area of service in CISC.	Task 5: Conduct training for information service	Training report	Y	Y	Y	Y	Y
		Task 6: Operate CISC, and produce annual report	Annual Report	N	N	N	N	N
		Task 7: Review operation of CISC	Annual Report	N	N	N	N	N
		Task 8: Operation plan with specific budget plan produced, and CISC operated according to the operation plan	Annual Report	N	N	N	N	N
		Task 9: Produce report annually	Annual Report	N	N	N	N	N
Noteworthy CC-level actions during the month:								
1.4 Organize mass public meetings	Report on Mass Public Meeting produced and displayed	Task 1: MCC selects issues to be discussed in mass public meeting	Meeting minutes	**Y**	**N**	**N**	**N**	**Y**
		Task 2: The issues are examined by standing committee of communication, and approved by CSCC, and City Parisad	Meeting minutes	**Y**	**N**	**N**	**N**	**Y**
		Task 4: Organize logistics	Meeting minutes	**Y**	**N**	**N**	**N**	**Y**
		Task 5: Hold public mass meeting (discuss the issues and propose	Meeting minutes	**Y**	**N**	**N**	**N**	**Y**

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		resolutions)						
		Task 6: Collect questionnaire on public mass meeting	Meeting minutes	**Y**	N	N	N	**Y**
		Task 7: Produce report on discussion, resolution and result of questionnaire, and display through e-governance system	Meeting Resolution	**Y**	**N**	**N**	**N**	**Y**
		Task 8: MCC makes plan of public mass meeting with specific budget for next year	MCC Report	**Y**	**N**	**N**	**N**	**Y**
Noteworthy CC-level actions during the month:								
2.1 **Establish & operationalize City Development Coordination Committee (CDCC)**	Composition and TOR of CDCC reviewed and proposed to Urban Wing, LGD	Hold CDCC meeting quarterly and minutes prepared						
		a) 1st CDCC meeting	Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
		b) 2nd CDCC meeting	Meeting minutes	**Y**	**Y**	**N**	**Y**	**Y**
		c) 3rd CDCC meeting	Meeting minutes					Y
		d) 4th CDCC meeting	Meeting minutes					
		Task 5: Review activities of CDCC, propose new composition and TOR to Urban Wing, LGD to establish legal framework.	Meeting minutes					
		Task 6: Continue CDCC according to new TOR	Meeting minutes					
Noteworthy CC-level actions during the month:								
2.2 Establish Administrative Reform Committee (ARC)	At least one strategic plan initiated	Task 5: Request head of departments to review related parts of Function Analysis Sheet for ARP (functions, detail activities, present situation, 5 year target).	Request letter of the CEO to the members of ARC	Y	Y	Y	Y	P
		Task 6: Review "area", "issue" and "activity" in ARP, and discuss detail	Resolution of the meeting	Y	Y	Y	Y	P

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		strategies to implement it.						
		Task 7: Produce ARP strategic plan for each issue	ARP Plan	Y	Y	P	P	P
		Task 8: Produce draft by-law for specific area	Draft report of by-law					
		Task 9: Submit ARP strategic plan to CSCC and City Corporation meeting for approval	CSCC meeting resolution.					
		Task 10: Request Capacity Development Unit to formulate training program based on ARP strategic plan	Request letter	**Y**	**Y**			**Y**
		Task 11: Promote implementation of strategic plan of each department	Report					
		Task 12: Review achievement of ARP and produce report annually (report attached in CC annual report)	ARP report					
Noteworthy CC-level actions during the month:								
2.3 Clarify vision and mission of each department	Review Vision & mission	Task 3: Vision and Mission are displayed in Citizen Charter and website	Vision and Mission are displayed in CCs Citizen Charter and disseminate website	**Y**	**Y**	**P**	**Y**	**Y**
		Task 4:Vision and Mission are reviewed	Review minutes	Y	Y	Y	N	Y
2.4 Establish Capacity Development Unit (CDU), which will then formulate training program	At least one Kaizen activities implemented by each department and report on capacity development produce by CDU	Task 4: Formulate Program for technical training and Kaizen activities with budget plan	CDU report	Y	Y	Y	N	Y
		Task 5: Conduct the technical training according to schedule	Report	P	P	P	P	P
		Task 6: Produce report on capacity development	Report					

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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:								
2.5 Revise job descriptions	Job descriptions reviewed	Task 1: Review functions of CC by concerning department	Review report	Y	Y			Y
		Task 2: Job description is revised according to the functions in Act by each department	Report	Y	Y			Y
		Task 3: CDU reviews job description	Report	Y	Y			Y
		Task 4: Revised job description approved by City Corporation meeting	Approval letter	Y	Y			Y
		Task 5: New job descriptions is submitted to LGD for approval	Forwarding Letter	Y	Y			Y
		Task 6: Circulate the Job Description to all the officer and staff by official letter signed by Mayor	Distribute job description by Mayor letter					
Noteworthy CC-level actions during the month:								
2.6 **Initiate kaizen activities**	At least 1 Kaizen activity implemented in each department	Task 3: Conduct Kaizen training for Work Improvement Team (WIT) members and ensure participation in Kaizen training	Training report	Y	Y	Y	Y	Y
		Task 4: Work Improvement Team (WIT) propose Kaizen activity with budget to CDU	Kaizen Plan	Y	Y	P	P	Y
		Task 5: CDU provides fund for kaizen implementation.	Fund allocation by CC report	Y	Y	Y	Y	Y
		Task 6: Initiate Kaizen activities in each department	Report	Y	Y	Y	Y	Y
		Task 7: Each department implement Kaizen activity, submit quarterly progress report to CDU	Report	Y	Y	N	N	Y
		Task 8: CDU conduct monitoring by progress report and field visit	Report	Y	Y	N	N	Y
		Task 9: CDU compile the report and present to City Corporation meeting.	CDU report	Y	Y	N	N	Y

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		Task 10: CDU compiles final report from the report produced by each department	Compiles final report	Y	Y	N	N	Y
		Task 11: Final report submitted to Mayor, and best practice prize given to one department	Final report submitted to Mayor					
		Task 12: Achievement of Kaizen displayed on website	Displayed on website					
Noteworthy CC-level actions during the month:								
2.7 Establish & operationalize Comprehensive Planning Unit (CPU)	CPU initiates activity based on policy paper	Initiate discussion on development policy according to vision and strategy of CC as well as master plan	Meeting Resulation					
		Form task force in each sector as per direction of PMO for prioritized issue to make comprehensive strategic paper	Office Order					Y
		The Task force will responsible for situation analysis of each sector and identify the future demand and prepare draft short and long term plan	Short and Long term Plan					
		Review the IDPCC and update the inclusive list in different sector and follow the rolling plan as per IDPCC guideline	IDP List	**Y**	**Y**	**Y**	**Y**	**Y**
		Conduct CPU meeting monthly and prepare minutes and submit to PMO and concern officer	Meeting Resolution	**Y**	**Y**	**Y**	**Y**	**Y**
		CPU conduct meeting with the standing committee of Planning, civic Service development and take suggestions about the Planning of CC	Meeting Resolution					
		CPU will present their activities in the city corporation meeting and submit report to Mayor and Chief Executive Officer	Report					
Noteworthy CC-level actions during the month: Updated IDP along with updated list of sub-projects is a noteworthy achievement of CPU during this month. Task force in each CC is yet to be formed due to lack of participation of all members and fruitful meeting with targeted agenda relevant with ICGIAP activities. This situation arises due to lack of willingness among the members to view the CPU as a platform of								

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				NCC	CoCC	RpCC	GCC	ChCC
integrated development. However, the GICD planners is striving to get them motivated with a view to make CPU as a framework for sustainable development.								
2.8 Activate Standing Committees	All standing committees hold meeting monthly and produce annual report	Task 4: Assigned concerning officer initiates activity of standing committee	Office letter	Y	Y	Y	Y	Y
		Task 5: Standing committees hold monthly meeting, prepare minutes and submit to Mayor to discuss in the City Corporation meetings	Meeting minutes					
		Task 6:Every standing committee produce annual report	Report					
Noteworthy CC-level actions during the month:								
2.9 Prepare and publish Annual Administrative Report	Annual Administrative Report is prepared in each CC and approved by City Parishad	Task 1: Prepare annual report along with general description, brief budget, development activities, existing manpower and updated basic data	Draft report	Y	Y	Y	Y	Y
		Task 2: Compile functions achieved yearly in each department, standing committees, other committees and units	Compiles report					
		Task 3: Summarize target functions to be achieved next year	Next year Plan					
Noteworthy CC-level actions during the month:								
3.1 **Improve capacity/efficiency of tax assessment**	Linking system (holding tax ID and construction registration) created.	Task 6:Create link system between "holding tax ID number" and construction registration. (Holding tax ID (client ID) should register when construction registrations are processed).	Photocopy of Register	N/A	Y	Y	N/A	Y
Noteworthy CC-level actions during the month: RpCC is maintaining register regarding holding tax and construction registration. All new construction permits are recorded in the construction register in RpCC								
3.2 Carry out interim tax assessment and increase collection	Interim tax assessment carried out regularly.	Task1: Identify missing holdings and bring them to assessment registration.	Photocopy of Register	**Y**	**Y**	**Y**	**Y**	General assessment running
		Task 2:Prepare quarterly progress report and present it City Corporation meeting.	Situation assessment report	Y	(General assessment running)	Y	Y	(General assessment running)

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		Task 3: Review progress of interim assessment linking with Finance and Establishment Standing Committee and place the report to CC monthly meeting.	Photocopy of Register	Y	(General assessment running)	Y	Y	(General assessment running)
		Task 4: Prepare report and submit to PMO on a quarterly basis.	Quarterly Report					
		Task5: Tax collection efficiency should be increased up to 85% within 4 years after starting of the project.	Situation assessment report					
		Task 6: Continue the process even after the completion of the project.	Situation assessment report					
Noteworthy CC-level actions during the month: Interim tax assessment is the regular task of all CCs								
3.3 Identify other sources of CC taxes	Finance and Establishment Standing Committee held at least 4 times annually. → *Combined with 4.2*	Task 1: Examine re-identification of new tax sources which CCs can impose in their administrative area (e.g. clinic, lawyer, tobacco industry) following the taxation rule of LGD at Finance and Establishment Standing Committee.	Meeting Minutes	P	P	P	P	P
		Task 2: Prepare proposal of new tax sources by Finance and Establishment Standing Committee and submit to City Corporation meeting for necessary action.	Meeting Minutes	P	P	P	P	P
Noteworthy CC-level actions during the month: RpCC and GCC are collecting tax and fees as per Model Tax Schedule 2016 RpCC is collecting tax from Auto bike run by battery. 1st quarter and 2nd quarter for FY 2017/18 finance and standing committee meeting conducted by each CC.								
4.1 **Introduce independent account system in water supply and waste management** (CoCC, RpCC)	Proper tariff examined	Task 2: Carry out cost recovery for O&M cost in water supply and waste management by properly adjusted water tariff and conservancy rate respectively	Financial Statement	**Y**	**Y**	**Y**	**Y**	**Y**
Noteworthy CC-level actions during the month: Each CC open separate bank account for O&M expenditure of water and waste management and prepared periodic statement. RpCC & GCC have started to entry in MSU accounting software								

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
4.2 Diversify earnings from CC services (e.g. markets, bus/truck terminals)	Finance and Establishment Standing Committee held at least 4 times annually.	Task 1: Examine diversification of business operated by CCs (including PPP) at Finance and Establishment standing committee, in order to increase earnings in CCs.	Meeting Minutes	P	P	P	P	P
		Task 2: Prepare proposal of new business activities at Finance and Establishment standing committee and submit to CC Council meeting for taking action following the CC Act.-2009.	Meeting Minutes	P	P	P	P	P
		(a) 1st Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes	Y	Y	Y	Y	Y
		(b) 2nd Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes	Y	Y	Y	Y	Y
		(c) 3rd Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes	P	P	p	p	P
		(d) 4th Finance and Establishment Standing Committee meeting for the FY held.	Meeting minutes					
Noteworthy CC-level actions during the month: RpCC and GCC collected taxes and fees from markets bus/truck/auto rickshaw/rickshaw/other terminal on regular basis Situation Assessment report are being under process relating to diversify earnings from CC services.								
4.3 Establish integrated computer-based financial management system (IFMS)	Integrated computer systems implemented	Task 1: Develop and install the integrated computer systems which linked accounting-tax database–budget (the systems included functions of Financially Independent Accounting System and Reserve Fund for rehabilitation) in cooperation with PMO / **MSU Software**	Financial Statement	**Y**	**Y**	**Y**	**Y**	**Y**
		Task 2: Ensure implementation of the integrated computer systems by training staffs in CC (the systems included functions of Financially Independent Accounting System and Reserve Fund for rehabilitation) / **MSU Software**	Financial Statement	**Y**	**Y**	**Y**	**Y**	**Y**

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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:								
4.4 Prepare financial statements and conduct internal audit	Compiled with	Task 1: Prepare Financial Statement (FS: income & expenditure statement) within one month of the closure of the fiscal year.	Financial Statement	Y	Y	Y	Y	Y
		Task 2: Submit the FS and present relevant documents in order for the internal audit department to carry out audit and to prepare report within three months of each fiscal year.	Audit Report					
		Task 3: Submit audit report to City Corporation meeting and PMO.	Audit Report					
		Task 4: Review the audit observation made by Standing Committee in the CC monthly meeting and suggests appropriate actions.	Meeting Minutes					
		Task 5: Correct and improve the financial and accounting system based on the decision of the CC monthly meeting and initiate disciplinary action against the concerned staff, if necessary.	Official Letter					
Noteworthy CC-level actions during the month: Audit department of GOB does not accepted CCs' internal audit. So, CC doesn't conduct internal audit.								
4.5 Increase non-tax revenues at least by the inflation rate in each year	Compiled with	Task 1: Update rates of non-tax revenue sources (fees, lease, rent, etc.) in accordance with the Model Tax Schedule.	Progress Report & Meeting Minutes	Y	Y	Y	Y	Y
		Task 2: Fix target for collection of non-tax revenues by each official and adopt non-tax revenue collection plan.	FY 2017 / 18 Collection Target	Y	Y	Y	Y	Y
		Task 3: Monitor progress of implementation of this plan every month.	Progress Report	Y	Y	Y	Y	Y
		Task 4: Review the tasks mentioned above every month by CEO/Secretary.	Progress Report	Y	Y	Y	Y	Y
		Task 5: Review progress of other non-tax revenue in the monthly meeting of CC	Progress Report					

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		meeting						
Noteworthy CC-level actions during the month: Non tax revenue has increased in each year.								
4.6 All debts due to GOB and other entities paid as per the schedule	Compiled with	Task 1: Review documents related to all due debts to the Government of Bangladesh and any other entity, and make budget provision for making full repayment according to schedule.	Quarterly debt payment report	Y	N/A	P (RoCC has outstanding Electricity Bills)	Y	P (ChCC has outstanding Electricity Bills)
		Task 2: Inform PMO about repayment of due debt on a quarterly basis.	Quarterly debt payment report					
Noteworthy CC-level actions during the month:								
4.7 Outstanding bills (incl. electricity and telephone) older than 3 months paid	Compiled with	Task 1: Ensure regular receipt of electricity and telephone bills every month	Copy of Bills	**Y**	**Y**	**Y**	**Y**	**Y**
		Task 2: Settle disputes over arrear electricity bills (as per decision of the inter-ministerial meeting in 2005). Also settle disputes over telephone bills, if any	Payment Document	P	P	P	Y	P
		Task 3: Keep provision in the budget for payment of electricity and telephone bills and ensure payment regularly.	Budget Copy	Y	Y	Y	Y	Y
		Task 4: Review progress of bill payment position every month by CEO/Secretary	Payment Document	P	P	Y	Y	P
		Task 5: Review progress of bill payment in the monthly meeting of CC meeting.	Meeting Minutes	P	P	Y	Y	P
Noteworthy CC-level actions during the month:								
4.8 Budget compared with the actual expenditure →the role of **Finance and Establishment**	Compiled with	Task 1: CC will initiate to prepare a budget proposal before starting of the financial year compared with the budget and actual outlays in the previous year following rules and procedure as mentioned in CC Act (2018/19)	Draft Budget	n/a	n/a	n/a	n/a	n/a

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
Committee strengthened → the information displayed at the CC office		Task 2: The proposed budget will be disclosed and displayed for citizens' comments/suggestions well ahead of the same is discussed in CSCC and approved in the CC meeting.	Photo					
		Task3: Considering the comments/ suggestions of citizens and those of CSCC meeting, CC will finalize and approve the budget in the CC meeting before starting the concerned financial year and will submit to the prescribed authority for approval.	Final Budget					
Noteworthy CC-level actions during the month:								
5.1 Establishment of Civil Society Coordination Committee (CSCC) and make it functional	At least 4 meetings held and the minutes prepared	Task 6: Secretary of CSCC submit quarterly report with minutes for approval of Mayor, and circulate to participants	Letter Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
		a) 1st CSCC meeting for FY 2017/18	Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
		b) 2nd CSCC meeting for FY 2017/18	Meeting minutes	Y	Y	N	Y	Y
		c) 3rd CSCC meeting for FY 2017/18	Meeting minutes					
		d) 4thCSCC meeting for FY 2017/18	Meeting minutes					
Noteworthy CC-level actions during the month:								
5.2 **Establish & operationalize Ward Level Coordination Committee (WLCC)**	i. All WLCCs held every three month ii. Good practices of WLCC shall be assessed and listed.	TOR i) Arranged open discussion by inviting ward citizen to involve in the development activities and CC administration.	Meeting minutes					
		ii) Arranged open discussion in each after 6 months on overall activities of the ward through inviting 150 persons including budget allocation from CC and write down the peoples demand and send it to CC council meeting for implementation	Meeting minutes					

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		a) 1st WLCC meeting	Meeting minutes	Y	Y	Y	Y	Y
		b) 2nd WLCC meeting	Meeting minutes	Y	Y	Y	Y	Y
		c) 3rd WLCC meeting	Meeting minutes					
		d) 4thWLCC meeting	Meeting minutes					
Noteworthy CC-level actions during the month:								
5.3 Community integration and formation of Community Group (CG)	3R activity with CG implemented and model for 3R in collaboration with CG proposed.	Task 1: Conduct workshop for concept and implementation of CG activity according to the PMO guideline	Reports	Y	Y	Y	Y	Y
		Task 4: Provide CG members training on management and implementation of activities	Reports	Y	Y	Y	Y	Y
		Task 5: Initiate waste collection and other social activities with CGs	Reports					
		Task 6: Review the activities of waste collection and other social issues and improve the activity.	Reports					
		Task 7: Conduct training on 3R for CG, and guide them to address other social issues and community development by community groups implement it.	Reports					
		Task 8 : Review 3R activities by CG, and a model is proposed	Reports					
		Task 9: Expand activities of waste collection and 3R in other Wards.	Reports					
		Task 10: Collect information of existing registered community group and patronize them to involve in the community work as guided by PMO	Reports					
		Task11 : Form community Base organization (CBO) in the core area of pilot wards.	Reports					
Noteworthy CC-level actions during the month:								

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
5.4 Prepare Gender Action Plan (GAP) – funded by the CC	GAP prepared and endorsed by CSCC. GAP being fully implemented and quarterly report prepared.	Task 3 :CC allocates budget for GAP implementation	Reports	Y	Y	Y	Y	Y
		Task 4: The standing committee follows TOR as below till a regulation prepared by the ministry	Reports	Y	Y	Y	Y	Y
		Task 4: Budget allocated for implementation of PRAP	Reports	**Y**	**Y**	**Y**	**Y**	**Y**
Noteworthy CC-level actions during the month:								
5.5 Prepare Poverty Reduction Action Plan (PRAP) – funded by CGP	PRAP revised and endorsed by CSCC. Implementation commenced and the annual report produced.	Task 5: Prepare draft PRAP based on the guideline sent by PMO	Reports	Y	Y	Y	Y	Y
		Task 6: The draft PRAP is discussed, improved and endorsed in the CSCC meeting.	Meeting minutes	Y	P	Y	Y	P
		Task 7: Task 6: The PRAP is finally approved by CC Council meeting.	Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
Noteworthy CC-level actions during the month:								
5.6 Revise Citizen Charter	Citizen Charter revised annually.	Task 4: Discuss the contents of Citizen Charter in CSCC meeting and approve with modification/improvement, if any	Reports	Y	Y	Y	Y	Y
		Task 5: Display the Citizen Charter in a suitable place at CC premises, distribute in the form of booklet and also publish in the local newspaper for wide circulation.	Meeting minutes/ Reports	Y	Y	Y	Y	Y
Noteworthy CC-level actions during the month:								
5.7 Implement Citizen Report Card system (Note: IT Facilitator is to support the data entry after the survey.)	I) Citizen Report Cards revised and approved by CSCC II) The card distributed and the result is compiled and disclosed at least	Task 5: Use feedback in the citizen's report card to identify/assess gap in the existing services and facilities and to project the demand of services and facilities. Also use the result for enhancing accountability of the CC	Reports	Y	Y	Y	Y	Y
		Task 6 : Compile the result and disclose at least twice within phase-2	Meeting minutes/					

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
	once	implementation period	Reports					
Noteworthy CC-level actions during the month:								
5.8 Establish & operationalize Grievance Redress Cell (GRC) with revised terms of reference	GRC is established with personnel and budget assignment. Guidelines of GRC (work and reporting flow) is available.	Task 3 : Establish Grievance Redress Cell at CC office.	Reports	Y	Y	Y	Y	Y
		Task 4: Hold one or more GRC meeting every month along with APs	Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
		Task 5: Determine the merit of each grievance	Reports					
		Task 6 :Resolve grievance within 15 days of receiving complaint	Reports					
		Task 7: If AP is not satisfied with GRC decision advise him/her to lodge for an appeal to the CC grievance redress cell	Reports					
		Task 8: Scrutinize the complaints /grievances and select the potential once for discussion for discussion and resolving those on a monthly basis	Reports					
		Task 9: Invite the potential complaints in the GRC and hold meeting on a monthly basis. Resolve the grievance with Aps/Complaints or include the same as an agenda of CC monthly meeting	Reports					
		Task 10: Keep record of all Grievances received with receiving date, contact details with complaints, nature of Grievances, agreed corrective actions with dates of these were effected and final outcome.	Reports Records	**Y**	**Y**	**Y**	**Y**	**Y**
		Task 11: CC will include 'Grievance Redress ' in the agenda of City Corporation meeting for taking appropriate action	Meeting minutes	**Y**	**Y**	**Y**	**Y**	**Y**
Noteworthy CC-level actions during the month:								

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
6.1 Initiate/update Master Plan – in coordination with relevant authorities & agencies	Prepared plans are accessible from public	Master plan including drainage plan, traffic & transportation plan, land use plan, solid waste management plan are prepared/updated	Copy of Plan	**Y**	**Y**	**Y**	**Y**	Y
		Detailed Area Plan is prepared	Copy of Plan	**Y**	**Y**			
		Action plans for infrastructure and public facilities are prepared	Copy of Plan					
		Officer in charge of each plan is assigned	Office Order			**Y**	**Y**	
		Committee for each plan is set up	Office Order					
Noteworthy CC-level actions during the month: Master Plan is remained as just a document left in the shelf of each CC. The reasoning behind this is not being turned into a legal document by gazette notification by the concerned ministry in case of CoCC. RAJUK is the custodian of Master Plan covering both NCC and GCC area which is under different ministry (Ministry of Public Works). That's why there is a lack of coordination during plan preparation stage between RAJUK and NCC as well as GCC, though development of NCC area depends on CC Authority. The same scenario is observed in case of ChCC and CDA.								
6.2 Implement development control	Major areas of illegal land use and squatting are plotted on map	At least one qualified officer in charge of building permission is assigned	Done	**Y**	**Y**	**Y**	**Y**	Y
		Signers for application procedure are defined	Done	**Y**	**Y**	**Y**	**Y**	Y
		Application is examined without delay	Done	**Y**	**Y**	**Y**	**Y**	Y
		Use of permitted buildings are consistent with land use plan	Done	**Y**	**Y**	**Y**	**Y**	Y
		Illegal buildings are identified	Report	Y	P	Y	Y	
		Any action has been taken to illegal buildings	Report	P	P	Y	Y	
Noteworthy CC-level actions during the month: During FY2016-17, GCC and RpCC have identified illegal buildings as part of fulfilling this activity. Notices had been issued to those identified land use. In spite of not having list of all approved buildings and land use the CCs, with assistance from planning Specialist and Facilitators, identified some buildings and land uses which are illegal in terms of occupancy, building code and compatibility of land uses. The report preparation is in progress and expected to be done for all 3 CCs (NCC, CoCC and ChCC).								
6.3 Infrastructure Development Plan (IDP) reviewed & revised through inter-governmental coordination and citizen participation	CC budget is consistent with CCIDP	IDP information is accessible for citizen by website or as hardcopy	Screen shot of Website	Y	Y	Y	Y	Y
		Infrastructure list is revised based on criteria which is set in policy papers by WLCC, standing committee, CSCC by the first quarter	Revised List of IDP	Y		Y	Y	Y

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				NCC	CoCC	RpCC	GCC	ChCC
		Revised IDP shared in CDCC for coordination and collaboration by the end of 2nd quarter	Meeting Resolution	Y		Y	Y	P
		Comments and recommendations given by Standing Committees, CSCC and CDCC are reflected in IDP by CPU and reviewed again in Standing committee, CDCC and CSCC by 3rd quarter	Meeting Resolution	Y				Y
		Revised IDP approved by CC Parisad	CC Council Meeting Resolution	Y				Y
		Practical promotion to financial supporters is conducted	-					
		No infrastructure is developed if it is not mentioned in IDP	-					
Noteworthy CC-level actions during the month: IDP sub-projects list has been updated based on criteria which is set in policy papers by WLCC, standing committee and CSCC for all 2 CCs (NCC and ChCC). IDP of CoCC is expected to completed by mid-July 2017. The delay in taking oath of the Mayor is mainly responsible for this backlog. Besides, planned list of sub-projects/scheme is not available in CoCC. The revised IDP will be shared in Standing Committee, CDCC and CSCC and will be approved by CC council.								
6.4 Prepare O&M Action Plan	O&M action plan implemented	Prepare O&M action plan based on framework set by PMO	Report	Y	Y	Y	Y	Y
		Submit drafts O&M action plan to PMO for their approval		Y	Y	Y	Y	Y
		Submit the progress reports to PMO to ensure implementation						
		Implement O&M action plan						
Noteworthy CC-level actions during the month: The construction of Batch-1 Sub-projects is yet to be completed in GCC, RpCC and ChCC. On other hand, compulsory O&M period of 1 Year after completion of construction of Batch-1 Sub-projects in NCC and CoCC is not expired. That's why O&M is not due in any CC. However, Budget provision for O&M Plan implementation has been made in all CCs for ensuring partial O&M of any sub-projects at the CC level.								
6.5 Implement environmental laws & regulations ← *assisted by*	CC takes any action to stop and solve illegal actions and situations	CC assign officer(s) in charge of environmental conservation	Report	Y	Y	Y	Y	Y
		CC comply act and rule in its infrastructure development		Y	Y	Y	Y	Y

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
DSM/CGP		CC identifies environmentally vulnerable areas and activities against Environmental Conservation Act within the jurisdiction of CC		P	P	P	Y	Y
		CC takes action to stop the illegal activities which are not relay with Environmental Conservation Act					Y	
Noteworthy CC-level actions during the month: Environmentally vulnerable areas and activities have been identified in all CCs, but report has been prepared in case of only ChCC. It is expected that report of remaining other two CCs will be completed by July-August 2017.								
6.6 Improve sanitary situations - public toilets & drainage	No. of public toilets and community latrines and waste water drainage connections are increasing.	CC assign officer in charge of sanitation	Existing Condition Report on Public Toilet	Y	Y	Y	Y	Y
		Complete the situation analysis on overall sanitation condition of CC	Demand List	P	P	P	P	P
		Demand analysis and area selection for public and household toilets	Report on O&M of Public Toilet					
		Build and coordinates operation and maintenance of public toilets	-					
		CC facilitate toilet installation for households	-					
		CC increase drainage connection of waste water from households	-					
Noteworthy CC-level actions during the month: The Urban planners of GICD, CGP reviewed the relevant secondary data and reports with a view to analyze sanitation situation. In the following months strategies and option will be will be found out to complete the overall situation analysis.								
6.7 Solid waste management – awareness raising & improving practices *← jointly with Activity 5.3 (Community Groups)*	Solid waste collection coverage and frequency are improved.	CC assign officers in charge of solid waste management	Report on existing CBO Operation	Y	Y	Y	Y	Y
		CC establishes primary waste collection system by collaboration with Community Based Organizations(CBOs), Traditional local organization and private sectors	Report on Existing Condition of SWM	P	P	P	P	Y
		CC locates dust bins, solid waste deposits and transfer station appropriately in collaboration with community	Report of CC SWM operation	P	P	P	P	P

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
		CC coordinates to clean solid waste from road and drainage	Report on SWM Coverage and Frequency Rise					Y
		CC collects solid waste in wider area and dispose it into a specific dumping site						
Noteworthy CC-level actions during the month: Pilot Community Group has already been formed in GCC and RpCC. Training on 3R Activity will be held shortly. Identification of Dustbin and Secondary Transfer Stations is going on Report on existing condition of primary waste collection system has been prepared for ChCC only. Data collection of existing collection system is going on for NCC and CoCC. The reports are expected to be completed after having done the data collection.								
7.1 **Awareness raising campaigns on specific law enforcement issues**	At least one campaign activities implemented.	Task 1: Law Officer (or officer in charge, if Law Officer is not assigned) requests each department to raise law issues	Office letter	Y	Y	Y	Y	Y
		Task 2: Law Officer examines the raised law issues, and propose possible actions to be taken	Review report	Y	Y	Y	Y	Y
		Task 3: Law Officer makes detail plan of awareness campaign on a specific issues (at least one) with budget	Plan & budget	Y	Y	Y	Y	Y
		Task 4: The plan of awareness campaign is examined, and discussed by the Standing Committee for law and discipline and approved by City Corporation meeting.	Approval letter					
		Task 5: The plan of awareness campaign submitted to CC meeting for approval (if, any comments raised, then examined in the Standing Committee for revision, and submitted to CC for approval again)	Meeting minutes					
		Task 6: Law officer implement campaign activity	Rally					
		Task 7: Law officer make report on the campaign activity, and submitted to Mayor and CEO	Campaign report					
Noteworthy CC-level actions during the month								
7.2 Establish and operationalize Law	A workshop for the Law & Discipline	Task 3:Make plan for law enforcement	Plan	Y	Y	Y	Y	Y
		Task 4: Hold training on law enforcement	Training	Y	Y	Y	Y	Y

Area/Activity	2nd PR Target for June '18	ICGIAP Tasks for FY 2017/18	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
Enforcement Unit (LEU)	Standing Committee conducted.		report					
		Task 5: Implement law enforcement activity	Plan & report	Y	Y	Y	Y	Y
		Task 6: Produce report on law enforcement	Report	Y	Y		Y	Y
Noteworthy CC-level actions during the month:								
7.3 **Capacity development of Law Enforcement & Discipline Standing Committee**	Proposed legal actions implemented and produce report	Task 1: Participate in training on law enforcement	Attendance sheet	Y	Y	Y	Y	Y
		Task 2: Examines awareness campaign on law (proposed in activity 7.1)	Approval letter	Y	Y			Y
		Task 3:Examines plan of law enforcement activities (proposed in activity 7.2)	Report by LEU	Y	Y			Y
Noteworthy CC-level actions during the month:								

Table 3.1.3 Problems/Issues and Resolutions to be Undertaken or Already Undertaken/Achieved

Problems/Issue	Resolutions to be undertaken	Undertaken/Achieved
Outstanding Electricity Bills of ChCC According to the CEO of ChCC, the CC has paid the principle on outstanding electricity bills from the period of the previous Mayor but the current Mayor has declined to pay the high interest charges. (ICGIAP Activity 4.7)	The concerned electric authority may be requested by the Mayor or higher authority to waive the interest charges.	NA
Standing Committee Meetings (ICGIAP Activity 2.8)	As per ICGIAP action plan, each SC has to conduct two meetings yearly. However, only the Finance and Establishment Committees hold their meetings regularly in each CC. Other SCs are not meeting regularly and not performing their roles.	After pursuing the matter several times, most SC meetings are now being held in RpCC. ChCC is also holding all SC meetings regularly.
Absence of CoCC Junior Facilitator, Urban Planning In CoCC, the JUPF has been absent for more than two months. While trigger activities are on schedule, progress on Area 6 non-trigger activities in advance of the upcoming 2nd Performance Review has been delayed. The previous JUPG was terminated for dissatisfactory performance. In addition, CoCC has had no CC Planner for more than two years.	A new planner was appointed and posted at CoCC, but requested to transfer to NCC to fill the vacant position there. A new planner is being sought.	A new JUPF is needed to work in CoCC as soon as possible and the PCO's initiative may be needed to resolve this issue.

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 January, 2018 in order for supervising the Batch 1 subprojects as well as the Tendering progress & physical works progress of Batch-2.

Table 3.2.1 Site Visits by DSM Sub-team during the Month of January, 2018

Table 3.2.1: Site Visits by DSM Sub-team during the Month of January, 2018				
Month	**Date**	**Destination**	**Activity**	**Attendance**
January	08-01-18, 22-01-18	GCC	Supervision of Batch 1 and Batch-2 Subprojects	DTL
	08-01-18		Supervision of Batch 1 and Batch-2 Subprojects	QCS-1
	25-01-18		Supervision of Batch 1 and Batch-2 Subprojects	QCS-2
	03-01-18	NCC	Supervision of Batch 1 and Batch-2 Subprojects	QCS-1
	07-01-18 TO 10-01-18, 29-01-18 TO 31-01-18	RpCC	Supervision of Batch 1 and Batch-2 Subprojects	PCMS
	01-01-18 TO 04-01-18, 29-01-18 TO 31-01-18	ChCC	Supervision of Batch 1 and Batch-2 Subprojects	QCS-2

3.2.2 Progress Summary of Batch 1 Subprojects

The financial progress of Batch 1 subprojects as of the end of January, 2018 is summarized below. The total amount that 5 CCs paid to their contractors was **303.4 Crore BDT.**

CoCC & NCC Batch-1 Completed. ChCC, RpCC& GCC progress is 53.74% and 81.30% and 62.48% respectively. DSM consultant DTL, PCMS & QCS have visited Rangpur, Gazipur, Narayanganj & Chittagong City corporation and giving necessary instruction to the contractors & advise to the CC submitted the field visit report. The progress of ChCC, GCC and RpCC are being closely monitored. We hope that good progress can be achieved within the coming months.

Table 3.2.1 Financial Achievement

Description	Amount (Crore BDT)	Remark
JICA's upto total disbursement to LGED	705.12	31-January 2018
Achievement as on the end of January, 2018	532.23	75.48%

Table 3.2.2 Financial Progress of Batch 1 by CCs

Name of City Corporation	Subproject No		Contract Awarded		Disbursement	
	Original	Revised	No of Packages	Amount (Tk)	Amount (Tk)	%
NCC	3	3	3	274,434,231.83	238,929,142.00	87.06
CoCC	9	8	8	689,235,186.35	670,632,899.00	97.30
RpCC	18	18	18	877,345,220.85	713,242,461.00	81.30
GCC	9	9	9	895,708,596.20	559,607,820.79	62.48
ChCC	18	17	17	1,597,765,180.66	858,650,407.74	53.74
Total	**57**	**55**	**55**	**4,334,488,415.89**	**3,041,062,730.53**	**70.16**

3.2.3 Progress Summary of Batch 2 Subproject

- DSM team have completed the Design 73 Sub-projects. Sub projects under preparation CoCC2-5,

Note: 3 additional Sub-project designs have not progressed for the following reasons

- RpCC2-13 - CC failed to provide adequate location/land for truck terminal

- ChCC2-6 - SP determined not feasible by FSMP review requiring land acquisition, funding reallocated for extension of ChCC2-5
- NCC2-8 – Khal rehabilitation/reconstruction included in works planned by others

Design and Drawing submissions 73/74 sub-projects (98.64 %) completed

1 Sub-projects Design under Process.

- CoCC2-05

1 Sub-projects currently under review

- ChCC-05

3.2.4 Field Progress status of Batch-2 sub projects (Tender & construction):

Table 3.2.3 Status of Batch2 Subprojects

As of 31 January, 2018

CC	Revised No of Subprojects	Project Cost (Crore BDT)	Draft Preparation DD	Approved	NOA	Work Commenced	Remarks
NCC	12	269.51	11	9	9	9	-
GCC	14	236.60	14	14	12	12	-
CoCC	9	249.53	8	8	5	5	-
RpCC	25	217.23	24	24	18	18	-
ChCC	17	444.08	17	14	11	11	-
Total	77	1416.59	74	69	55	55	-

The financial progress of Batch 2 subprojects as of the end of January, 2018 is summarized below. The total amount that 5 CCs paid to their contractors is **19.5 crore BDT**

1. CoCC: Five (5) contracts have already been awarded out of approved 8 contracts.

2. NCC: Nine (9) contracts have already been awarded out of approved 11 contracts and works is in progress slowly. Already advised NCC to take the necessary steps to progress the works.

3. RpCC: Eighteen (18) contracts have already been awarded & works is very slowly progress. Some of packages are already 30 to 50% time laps but works have not yet start. DSM already issued a letter to PCO to take the necessary steps to accelerate the progress of works.

4. GCC: Twelve (12) contracts have already been awarded out of the 14 sub projects in Batch-2 and works has been very slow in progress. DSM already informed the City Corporation and PCO to take necessary steps to increase the progress of works.

5. ChCC: Eleven (11) contracts packages have already been awarded out of 14 approved packages and works is in progress. The progress of this CC is being closely monitored.

Table 3.2.4 Financial Status of Batch 2 by CCs

As of 31 January, 2017

Name of City Corporation	Subproject No		Contract Awarded		Disbursement	
	Original	Revised	No of Packages	Amount (BDT)	Amount (BDT)	%
NCC	12	12	9	1,191,122,871.42	30,783,658.25	2.58
CoCC	9	8	5	655,051,251.42	0.00	0.00
RpCC	25	24	18	1,255,495,646.31	36,600,916.00	2.92
GCC	14	14	12	1,682,994,569.85	70,619,886.00	4.20
ChCC	17	16	11	2,061,428,815.41	57,652,958.25	2.80
Total	**77**	**74**	**55**	**6,846,093,154.41**	**195,657,418.50**	**2.86**

Table 3.2.5 Environmental Monitoring

As of 31 January, 2018

Name of City Corporation	Environmental Monitoring status ,Batch-2					Environmental monitoring by check sheet	
	Number of sub projects	IEE Completed as per requirement DOE	EIA Completed	Sub projects Under construction		IEE	EIA
				IEE	EIA		
NCC	12	8	0	8	0	Yes	
CoCC	9	4	1	0	0	Yes	
RpCC	25	10	2	11	0	Yes	
GCC	14	9	1	7	0	Yes	
ChCC	17	6	2	1	0	Yes	
Total	77	37	6	27	0.0		

Table 3.2.6 Progress of Batch 2 Survey Work

As of 31 January, 2018

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			
Narayangonj	23.44	23.44	0	36.27	36.27	0				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	76.3	0	54.1	54.4	0				1	1	0						
Grand Total	240.04	240.04	0	166.17	166.17	0	3	3	0	28	28	0	68.74	53.8	14.94	8	8	0
% Progress		100.00			100.00			100.00			100.00			78.26			100.00	
% Remaining			0.00			0.00			0.00			0.00			21.74			0.00

Table 3.2.7 Financial Status of Batch 1 by CCs

As of 31 January 2018

Name of City Corporation	Subproject No		Contract Awarded		Disbursement	
	Original	Revised	No of Packages	Amount (BDT)	Amount (BDT)	%
NCC	3	3	3	274,434,231.83	238,929,142.00	87.06
CoCC	9	8	8	689,235,186.35	670,632,899.00	97.30
RpCC	18	18	18	877,345,220.85	713,242,461.00	81.30
GCC	9	9	9	895,708,596.20	559,607,820.79	62.48
ChCC	18	17	17	1,597,765,180.66	858,650,407.74	53.74
Total	**57**	**55**	**55**	**4,334,488,415.89**	**3,041,062,730.53**	**70.16**

Table 3.2.8 Financial Status of Batch 2 by CCs

As of 31 January 2018

Name of City Corporation	Subproject No		Contract Awarded		Disbursement	
	Original	Revised	No of Packages	Amount (BDT)	Amount (BDT)	%
NCC	12	12	9	1,191,122,871.42	30,783,658.25	2.58
CoCC	9	8	5	655,051,251.42	0.00	0.00
RpCC	25	24	18	1,255,495,646.31	36,600,916.00	2.92
GCC	14	14	12	1,682,994,569.85	70,619,886.00	4.20
ChCC	17	16	11	2,061,428,815.41	57,652,958.25	2.80
Total	**77**	**74**	**55**	**6,846,093,154.41**	**195,657,418.50**	**2.86**

Table 3.2.9 Progress Summery of Batch 1 Subprojects By CCs

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		Contract Amount (BDT) (Rev.)	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)													
ChCC1-1	Complete	41,649,479.00	07.12.2015	20.02.2017	100.00	0.00	100.00	36,921,333.00	0.00	36,921,333.00	73.54	0.00	73.54
ChCC1-2	Complete	141,332,101.00	07.12.2015	19.02.2017	100.00	0.00	100.00	85,363,555.74	0.00	85,363,555.74	59.60	0.80	60.40
ChCC1-3	Complete	186,915,402.00	07.12.2015	30.04.2017	98.00	0.00	98.00	152,240,897.00	0.00	152,240,897.00	80.55	0.85	81.40
ChCC1-4	Complete	88,186,403.00	08.11.2015	07.11.2016	100.00	0.00	100.00	81,050,607.00	0.00	81,050,607.00	91.91	0.00	91.91
ChCC1-5	Developed by CC	0				0.00		0	0	0	#DIV/0!	#DIV/0!	#DIV/0!
ChCC1-6	Complete	69,995,195.36	14.12.2015	30.08.2017	100.00	0.00	100.00	52,304,135.00	0.00	52,304,135.00	74.73	0.00	74.73
ChCC1-7	Complete	17,504,858.16	14.10.2015	12.08.2017	100.00	0.00	100.00	14,809,482.00	0.00	14,809,482.00	84.60	0.00	84.60
ChCC1-8	Complete	18,497,076.31	14.10.2015	08.12.2017	100.00	0.00	100.00	15,584,277.00	0.00	15,584,277.00	84.25	0.00	84.25
ChCC1-9	Complete	64,308,416.00	14.12.2015	7.08.2017	100.00	0.00	100.00	62,916,755.00	0.00	62,916,755.00	97.84	0.00	97.84
ChCC1-10	Complete	44,579,722.00	14.12.2015	30.10.2017	99.00	-2.00	97.00	37,103,181.00	0.00	37,103,181.00	83.23	0.00	83.23
ChCC1-11	Complete	18,089,499.64	14.10.2015	01.07.2017	100.00	0.00	100.00	17,099,448.00	0.00	17,099,448.00	94.53	0.00	94.53
ChCC1-12	Complete	16,343,013.63	14.10.2015	01.07.2017	100.00	0.00	100.00	16,195,326.00	0.00	16,195,326.00	99.10%	0.00	99.10
ChCC1-13	Complete	15,944,085.56	14.10.2015	01.07.2017	100.00	0.00	100.00	15,798,638.00	0.00	15,798,638.00	99.09	0.00	99.09
ChCC1-14	Complete	410,275,232.00	03.12.2017	03.6.2019	0	5.00	5	0	0	0	0	0	0
ChCC1-15	Complete	110,969,317.00	26.04.2016	17.10.2017	93.00	7.00	100.00	91,337,160.00	0.00	91,337,160.00	82.31	0.00	82.31
ChCC1-16	Complete	234,173,010.00	07.12.2015	31.12.2017	55.00	0.00	55.00	76,216,573.00	0.00	76,216,573.00	32.55	0.00	32.55
ChCC1-17	Complete	51,906,026.00	05.01.2016	30.06.2017	100.00	0.00	100.00	48,438,912.00	0.00	48,438,912.00	93.32	0.00	93.32
ChCC1-18	Complete	67,096,344.00	12.01.2016	08.11.2017	95.00	5.00	100.00	55,270,128.00	0.00	55,270,128.00	82.37	0.00	82.37
Total		**1,597,765,180.66**						**858,650,407.74**	**0.00**	**858,650,407.74**	**53.74**	**0.00**	**53.74**

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		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)													
GCC1-1	Complete	151,050,264.70	01.02.2016	31.12.2017	90.00	8.00	98.00	88,886,477.00	0.00	88,886,477.00	58.85	0.00	58.85
GCC1-2	Complete	49,068,665.00	08.09.2015	31.01.2017	100.00	0.00	100.00	41,925,912.00	0.00	41,925,912.00	85.44	0.00	85.44
GCC1-3	Complete	100,324,529.20	10.03.2016	31.12.2017	60.00	0.00	60.00	44,455,110.00	0.00	44,455,110.00	44.31	0.00	44.31
GCC1-4	Complete	107,266,391.90	23.03.2016	31.12.2017	67.00	0.00	67.00	29,444,544.36	0.00	29,444,544.36	27.45	0.00	27.45
GCC1-5	Complete	217,121,522.69	25.02.2016	31.12.2017	72.00	0.00	72.00	130,694,169.00	0.00	130,694,169.00	46.30	13.89	60.19
GCC1-6	Complete	60,793,888.83	01.02.2016	14.04.2017	100.00	0.00	100.00	54,353,348.43	0.00	54,353,348.43	89.41	0.00	89.41
GCC1-7	Complete	108,779,188.60	16.08.2015	30.03.2017	100.00	0.00	100.00	103,039,681.00	0.00	103,039,681.00	94.72	0.00	94.72
GCC1-8	Complete	44,300,448.28	02.11.2015	13.01.2017	100.00	0.00	100.00	18,936,098.00	0.00	18,936,098.00	42.74	0.00	42.74
GCC1-9	Complete	57,003,697.00	18.08.2015	24.03.2017	100.00	0.00	100.00	47,872,481.00	0.00	47,872,481.00	83.98	0.00	83.98
Total		**895,708,596.20**						**559,607,820.79**	0.00	**559,607,820.79**	**62.48**	**0.00**	**62.48**

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		Contract Amount (BDT) (Rev.)	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	23,753,256.00	05.05.2015	13.05.2016	100.00	0.00	100.00	23,664,034.00	0.00	23,664,034.00	99.62	0.00	99.62
RpCC 1-2	Complete	41,814,679.62	17.05.2015	08.08.2016	100.00	0.00	100.00	34,976,619.00	0.00	34,976,619.00	83.65	0.00	83.65
RpCC 1-3	Complete	47,976,090.49	08.10.2015	17.10.2016	100.00	0.00	100.00	46,916,702.00	0.00	46,916,702.00	97.79	0.00	97.79
RpCC 1-4	Complete	61,374,086.53	03.03.2016	02.03.2017	90.00	0.00	90.00	32,877,343.00	0.00	32,877,343.00	53.57	0.00	53.57
RpCC 1-5	Complete	26,082,771.25	07.10.2015	16.10.2016	100.00	0.00	100.00	24,392,957.00	0.00	24,392,957.00	93.52	0.00	93.52
RpCC 1-6	Complete	41,454,632.90	03.10.2015	30.09.2017	100.00	0.00	100.00	34,457,037.00	0.00	34,457,037.00	83.12	0.00	83.12
RpCC 1-7	Complete	14,411,587.00	17.09.2015	31.08.17	100.00	0.00	100.00	12,380,035.00	0.00	12,380,035.00	85.90	0.96	86.86
RpCC 1-8	Complete	46,752,202.25	21.12.2015	14.03.2017	97.00	2.00	99.00	33,687,076.00	0.00	33,687,076.00	72.05	0.00	72.05
RpCC 1-9	Complete	62,009,443.00	21.12.2015	30.09.2017	100.00	0.00	100.00	53,542,795.00	0.00	53,542,795.00	86.35	0.00	86.35
RpCC 1-10	Complete	60,029,994.37	06.01.2016	30.03.2017	100.00	0.00	100.00	57,946,960.00	0.00	57,946,960.00	96.53	0.00	96.53
RpCC 1-11	Complete	52,481,296.81	29.12.2015	31.01.2018	85.00	8.00	93.00	35,089,864.00	0.00	35,089,864.00	66.86	0.00	66.86
RpCC 1-12	Complete	90,859,286.17	29.12.2015	23.03.2017	97.00	3.00	100.00	74,473,475.00	0.00	74,473,475.00	81.97	0.00	81.97
RpCC 1-13	Complete	45,182,722.00	06.01.2016	29.06.2017	100.00	0.00	100.00	30,613,617.00	0.00	30,613,617.00	67.76	0.00	67.76
RpCC 1-14	Complete	24,735,373.46	09.11.2015	02.02.2017	100.00	0.00	100.00	19,862,810.00	4,761,518.00	24,624,328.00	80.30	19.25	99.55
RpCC 1-15	Complete	70,793,483.00	09.11.2015	18.11.2016	100.00	0.00	100.00	55,842,400.00	0.00	55,842,400.00	78.88	0.00	78.88
RpCC 1-16	Complete	48,539,447.00	10.12.2015	15.11.2017	92.00	0.00	92.00	39,332,768.00	0.00	39,332,768.00	81.03	0.00	81.03
RpCC 1-17	Complete	39,243,279.00	09.11.2015	18.01.2017	100.00	0.00	100.00	33,201,249.00	0.00	33,201,249.00	84.60	0.00	84.60
RpCC 1-18	Complete	79,851,590.00	30.09.2015	21.12.2016	95.00	0.00	95.00	65,223,202.00	0.00	65,223,202.00	81.68	0.00	81.68
Total		**877,345,220.85**						**708,480,943.00**	**4,761,518.00**	**713,242,461.00**	**80.75**	**0.54**	**81.30**

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		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)													
CoCC 1-1	Complete	118,259,892.06	16.09.2015	15.09.2016	100.00	0.00	100.00	115,044,258.00	0.00	115,044,258.00	97.28	0.00	97.28
CoCC 1-2	Complete	71,963,986.00	30.08.2015	29.08.2016	100.00	0.00	100.00	71,963,921.00	0.00	71,963,921.00	100.00	0.00	100.00
CoCC 1-3	Complete	100,935,057.14	25.06.2015	24.06.2016	100.00	0.00	100.00	96,473,126.00	0.00	96,473,126.00	95.58	0.00	95.58
CoCC 1-4	Complete	57,202,228.00	30.04.2015	29.04.2016	100.00	0.00	100.00	55,331,563.00	0.00	55,331,563.00	96.73	0.00	96.73
CoCC 1-5	Complete	81,490,582.00	13.09.2015	12.09.2016	100.00	0.00	100.00	81,489,631.00	0.00	81,489,631.00	100.00	0.00	100.00
CoCC 1-6	Complete	142,743,680.71	01.09.2015	31.08.2016	100.00	0.00	100.00	135,428,645.00	0.00	135,428,645.00	94.88	0.00	94.88
CoCC 1-7	Complete	90,804,040.00	31.03.2015	30.03.2016	100.00	0.00	100.00	89,066,035.00	0.00	89,066,035.00	98.09	0.00	98.09
CoCC 1-8	Done by LGED	0.00								0.00			0.00
CoCC 1-9	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		**689,235,186.35**						**670,632,899.00**	**0.00**	**670,632,899.00**	**97.30**	**0.00**	**97.30**

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		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)													
NCC 1 -1	Complete	96,794,720.55	08.10.2015	30.09.2016	100.00	0.00	100.00	82,603,363.00	0.00	82,603,363.00	85.34	0.00	85.34
NCC 1 -2	Complete	88,781,280.00	19.04.2015	30.10.2016	100.00	0.00	100.00	77,990,846.00	0.00	77,990,846.00	87.85	0.00	87.85
NCC 1 - 3	Complete	88,858,231.28	19.04.2015	30.09.2016	100.00	0.00	100.00	78,334,933.00	0.00	78,334,933.00	88.16	0.00	88.16
Total		**274,434,231.83**						**238,929,142.00**	**0.00**	**238,929,142.00**	**87.06**	**0.00**	**87.06**

Table 3.2.10 Progress Summery of Batch 2 Subproject By CCs

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		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													
ChCC2-1		0.00				0.00							
ChCC2-2	Complete	506,299,833.90	04.12.2017	13.5.2019	1.00	1.00	2.00	0.00	0.00	0.00	0.00	0.00	
ChCC2-3	Complete	508,470,473.00	04.12.2017	13..5.2019	1.00	1.00	2.00	0.00	0.00	0.00	0.00	0.00	
ChCC2-4	Complete	489,666,848.63	04.12.2017	13.5.2019	2.00	5.00	7.00	0.00	0.00	0.00	0.00	0.00	
ChCC2-5		0.00				0.00							
ChCC2-6		0.00				0.00							
ChCC2-7		0.00				0.00							
ChCC2-8		0.00				0.00							
ChCC2-9	Complete	64,202,085.17	30.11.2017	23.02.2019	5.00	5.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00
ChCC2-10	Complete	68,536,104.00	13.06.2017	06.09.2018	21.00	4.00	25.00	9,748,951.70	0.00	9,748,951.70	14.22	0.00	14.22
ChCC2-11	Complete	129,729,349.80	10.12.2017	05.03.2019		0.00		0.00	0.00	0.00	0.00	0.00	0.00
ChCC2-12	Complete	36,672,826.00	02.05.2017	07.09.2018	11.00	0.00	11.00	0.00	0.00	0.00	0.00	0.00	0.00
ChCC2-13	Complete	54,218,781.76	02.05.2017	07.09.2018	19.00	4.00	23.00	7,204,743.08	0.00	7,204,743.08	13.29	0.00	13.29
ChCC2-14	Complete	52,949,669.15	17.8.2017	10.11.2018	20.00	15.00	35.00	10,305,505.29	0.00	10,305,505.29	19.46	0.00	19.46
ChCC2-15	Complete	90,586,298.00	02.08.2017	10.9.2018	19.00	5.00	24.00	14,095,494.22	0.00	14,095,494.22	15.56	0.00	15.56
ChCC2-16		0.00				0.00							0.00
ChCC2-17	Complete	60,096,546.00	03.07.2017	09.09.2018	28.00	10.00	38.00	10,234,050.18	6,064,213.78	16,298,263.96	17.03	10.09	27.12
Total		**2,061,428,815.41**						**51,588,744.47**	**6,064,213.78**	**57,652,958.25**	2.50	0.29	2.80

As of 31 January 2018

Package No	Tender Status	Contract Amount (BDT)	Signing date	Completion Date	Physical Progress (%)			Financial Progress					
					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)													
GCC2-1	Complete	328,342,850.76	16.11.2017	10.11.2018	2.00	1.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-2	Complete	174,478,070.18	22.06.2017	17.06.2018	6.00	2.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-3	Complete	95,385,769.43	17.04.2017	11.04.2018	3.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-4	Complete	74,058,011.56	26.02.2017	21.04.2018	4.00	0.00	4.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-5	Complete	212,394,316.56	29.11.2017	23.11.2018		0.00		0.00	0.00	0.00	0.00	0.00	0.00
GCC2-6	Complete	134,978,409.04	18.05.2017	12.05.2018	5.00	3.00	8.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-7	Complete	137,372,974.59	27.03.2017	25.06.2018	17.00	1.00	18.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-8	IFT	0.00				0.00							
GCC2-9	Complete	88,283,232.46	30.03.2017	30.03.2018	9.00	1.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-10	Complete	116,730,246.72	17.04.2017	21.04.2018	8.00	1.00	9.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-11	Complete	57,500,331.18	26.02.2017	21.04.2018	3.00	0.00	3.00	0.00	0.00	0.00	0.00	0.00	0.00
GCC2-12	Complete	106,232,638.23	14.05.2017	08.05.2018	14.00	3.00	17.00	10,818,399.00	0.00	10,818,399.00	10.18	0.00	10.18
GCC2-13	Complete	157,237,719.14	26.02.2017	20.06.2018	35.00	5.00	40.00	30,967,890.00	28,833,597.00	59,801,487.00	19.69	18.34	38.03
GCC2-14		0.00							0.00				
Total		**1,682,994,569.85**						**41,786,289.00**	**28,833,597.00**	**70,619,886.00**	**2.48**	**1.71**	**4.20**

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		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 2-1	Complete	89,639,487.00	10.10.2017	10/10/2018	5.00	10.00	15.00						
RpCC 2-2						0.00							
RpCC 2-3						0.00							
RpCC 2-4						0.00							
RpCC 2-5	Complete	116,315,155.00	20.06.2017	25.08.2018	3.00	1.00	4.00						
RpCC 2-6	Complete	16,311,965.50	20.07.2017	19.07.2018	15.00	5.00	20.00						
RpCC 2-7	Complete	87,469,082.00	20.06.2017	19.06.2018	10.00	6.00	16.00						
RpCC 2-8	Complete	79,714,285.00	20.06.2017	19.06.2018	0.00	0.00	0.00						
RpCC 2-9	Complete	72,408,126.00	20.06.2017	19.06.2018	0.00	0.00	0.00						
RpCC 2-10	Complete	61,767,206.44	26.09.2017	25.09.2018	5.00	5.00	10.00						
RpCC 2-11						0.00							
RpCC 2-12	Complete	33,446,649.32	26.09.2017	25.09.2018	0.00	0.00	0.00						
RpCC 2-13	Deleted Contract												
RpCC 2-14	Complete	23,257,223.62	30.03.2017	1.04.2018	0.00	7.00	7.00						
RpCC 2-15	Complete	70,135,086.51	03.04.2017	07.06.2018	40.00	4.00	44.00	14,156,139.00	0.00	14,156,139.00	20.18	0.00	20.18
RpCC 2-16	Complete	50,328,330.01	30.03.2017	03.06.2018	42.00	2.00	44.00	8,755,614.00	0.00	8,755,614.00	17.40	0.00	17.40
RpCC 2-17	Complete	79,005,731.16	30.03.2017	03.06.2018	13.00	2.00	15.00						
RpCC 2-18	Complete	116,363,950.33	11.04.2017	15.06.2018	45.00	0.00	45.00	13,689,163.00	0.00	13,689,163.00	0.00	11.76	11.76
RpCC 2-19	Complete	48,501,500.45	11.04.2017	15.06.2018	20.00	0.00	20.00	0.00	0.00	0.00			
RpCC 2-20	Complete	110,064,798.81	11.04.2017	15.06.2018	1.00	0.00	1.00	0.00	0.00	0.00			
RpCC 2-21	Complete	45,235,232.16	20.07.2017	19.07.2018	0.00	0.00	0.00	0.00	0.00	0.00			
RpCC 2-22	Complete	87,452,982.00	10.10.2017	09.10.2018	0.00	0.00	0.00	0.00	0.00	0.00			
RpCC 2-23	Complete	68,078,855.00	20.06.2017	19.06.2018	0.00	0.00	0.00	0.00	0.00	0.00			
RpCC 2-24													
RpCC 2-25													
Total		**1,255,495,646.31**						**36,600,916.00**	**0.00**	**36,600,916.00**	**2.92**	**0.00**	**2.92**

As of 31 January 2018

Package No	Tender Status	Physical Progress (%)						Financial Progress					
		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)													
CoCC 2 -1	Complete	104,087,183.59	17.12.2017	16.12.2018		0.00			0.00				
CoCC 2 -2		0.00				0.00			0.00				
CoCC 2 -3		0.00				0.00			0.00				
CoCC 2 -4	Complete	52,805,428.31	17.12.2017	16.12.2018		0.00			0.00				
CoCC 2 -5		0.00				0.00			0.00				
CoCC 2 -6		0.00				0.00			0.00				
CoCC 2 -7	Complete	194,959,981.42	22.01.2018	21.01.2019		0.00			0.00				
CoCC 2 -8	Complete	156,577,124.40	22.01.2018	21.01.2019									
CoCC 2 -9	Complete	146,621,533.70	17.12.2017	16.12.2018		0.00			0.00				
Total		**655,051,251.42**						**0.00**	**0.00**	**0.00**			

As of 31 January 2018

Package No	Tender Status	Contract Amount (BDT)	Physical Progress (%)					Financial Progress					
			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)													
NCC 2 -1	Complete	67,479,056.11	12.07.2017	07.07.2018	15.00	15.00	30.00		0.00				
NCC 2 -2	Complete	169,373,609.66	8.10.2017	03.10.2018	5.00	15.00	20.00		0.00				
NCC 2 -3	Complete	270,033,036.70	23.05.2017	17.05.2018	13.00	4.00	17.00		0.00				
NCC 2 -4	Complete	77,915,435.74	05.03.2017	28.02.2018	32.00	5.00	37.00	14,785,157.00	0.00	14,785,157.00	18.98	0.000	18.98
NCC 2 -5	Complete	184,594,977.81	05.03.2017	28.02.2018	8.00	4.00	12.00	8,592,582.25	0.00	8,592,582.25	0.00	4.65	4.65
NCC 2 - 6	Complete	48,235,730.63	05.03.2017	28.02.2018	20.00	10.00	30.00	7,405,919.00	0.00	7,405,919.00	0.00	0.00	15.34
NCC 2 - 9	Complete	191,736,277.53	08.10.2017	03.10.2018	10.00	10.00	20.00				0.00	0.00	0.00
NCC 2 -11	Complete	74,943,389.24	23.05.2017	17.05.2018	10.00	10.00	20.00	0.00	0.00	0.00	0.00	0.00	0.00
NCC 2 -12	Complete	106,811,358.00	8.10.2017	3.10.2018	10.00	20.00	30.00						
								0.00	0.00	0.00			
Total		**1,191,122,871.42**						**30,783,658.25**	**0.00**	**30,783,658.25**	**2.58**	**0.00**	**2.58**

3.3 Progress of Feasibility Study and Master Plan Review

The FSMP team undertook mainly the following tasks in January 2018 as summarized below:

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 completed their sector reviews, discussions with CC officials,. Project Profiles have been being prepared and partially circulated among the team members. Priority Project List has been finalized and relevant city reports have been submitted to PCO, and waiting for their comment to finalize these reports.

DFR Preparation
The FSMP sector specialists worked on the preparation of DFRs as shown in the table below, which describes the current status of each report.

Table 3.3.1 Summary of DFR Preparation Status

As of January 2018

City	Report	Status
Five Cities	Infrastructure Development Strategies and List of Priority Projects	• DFR Submitted in July 2017 • Final Report is being prepared
Five Cities	Municipal Solid Waste Management (SWM): Guidelines and Strategies for Improvement in Five Study Cities	• DFR Submitted in August 2017 • Final Report is being prepared
Narayanganj	Construction of Kadam Rasul Bridge over Shitalakhya River (FS01)	• DFR Submitted in October 2017 • Final Report is being prepared
Comilla	Construction of Comilla Embankment Road (FS02)	• DFR Submitted in September 2017 • EIA/RAP to be submitted later
	Development of Surface Water Supply System in Comilla (FS03)	• DFR Submitted in December 2017 • EIA/RAP to be submitted later
	Rehabilitation of Racecourse Khal, Agriculture Institute Khal and Chhyabitan Drain in Comilla (FS04)	• DFR Submitted in September 2017 • Final Report is being prepared • EIA/RAP to be submitted later
Rangpur	Construction of Rangpur Inner Ring Road (North-Eastern Section) (FS05)	• DFR Submitted in October 2017 • Final Report is being prepared
	Construction of New Drain, and Rehabilitation of Shyamasundari- Khoksha-Ghagot Canal System in Rangpur (FS06)	• DFR Submitted in October 2017 • Final Report is being prepared
Gazipur	Construction of Joydevpur Railway Flyover (FS07)	• DFR Submitted in September 2017 • Final Report is being prepared • EIA/RAP to be submitted later
	Construction of Naojor-Kashimpur Bridges over Turag River (FS08)	• DFR Submitted in September 2017 • Final Report is being prepared • EIA/RAP to be submitted later
	Development of Surface Water Supply System in Gazipur (FS09)	• DFR Submitted in December 2017 • EIA/RAP to be submitted later
Chittagong	Development of Central Biogasification/Composting Facilities in Chittagong (FS10)	• DFR (Main Report, Drawings) Submitted in August 2017 • Final Report is being prepared • EIA to be submitted later
Five Cities	Rehabilitation, Expansion and Redevelopment of Existing Public Toilets in Five Study Cities (FS11)	• DFR (Main Report, Drawings) Submitted in August 2017 • Final Report is being prepared • EIA to be submitted later

3.3.1 Summary of Activities by Sector in January 2018

The Table 3.3.2 summarizes sector activities during this period:

Table 3.3.2 Sector Activities by FSMP Team - January 2018

Sector	Monthly Activity Summary
Urban Planning / Municipal Infrastructure	(No assignment during this period)
Industrial Development	(No assignment during this period)
Transport Planning	(No assignment during this period)
Road and Bridge Engineering	• Assisted DFR editing and FR preparation of FSMP reports • Examined impacts of alternative gradient of Kadam Rasul Bridge design
Traffic Management	(No assignment during this period)
River Engineering	(No assignment during this period)
Geotechnical Engineering	(No assignment during this period)
Water Supply	(No assignment during this period)
Drainage System	(No assignment during this period)
Sewerage System	(No assignment during this period)
Solid Waste Management	(No assignment during this period)
Demand Forecasting / Economic Analysis	(No assignment during this period)
Costing and Implementation Planning	(No assignment during this period)
Environment Sector	• Formatting checked
Social Sector	• Formatting checked

3.3.2 DFR Presentation Workshop

During August to December several DFR presentation workshops have been organized as shown below:

Table 3.3.3 Schedule of DFR Presentation Workshop, August – December. 2017

CC	Dates	Agenda	Team Members
Narayanganj	2 August, 2017	Presentation on infrastructure development strategies and preliminary list of priority projects.	1. Urban Development Planner- Salma A. Shafi 2. Urban Development Planner – Moniza Biswas 3. Urban Development Planner- Dipak Chandra Shaha 4. Architect- Arifur Rahman 5. Solid Waste Management Specialist- Zahid Hossain 6. Solid Waste Management Specialist- Rezaul Karim
Gazipur	6 August, 2017	Presentation on infrastructure development strategies and preliminary list of priority projects.	1. Urban Development Planner- Salma A. Shafi 2. Urban Development Planner – Moniza Biswas 3. Urban Development Planner- Dipak Chandra Shaha 4. Water Supply Engineer- Mr Mostafa Kamal 5. Water Supply Engineer- Md Saiful Islam 6. Transport Planner - Zia Naim Haider 7. Transport Planner - Md Masudur Rahman 8. Drainage Engineer- Liton Barua
Rangpur	13-15 November, 2017	Master plan Review- • Key Elements of FSMP study • Strategy of project selection • Development of long list • Strategic evaluation of projects • List of priority projects with tentative costs	1. Deputy Project Director, CGP, LGED – Md. Manzurul Islam 2. Transport Planner- Md. Rafiqul Islam 3. Urban Development Planner- Salma A. Shafi 4. Social Consideration Expert – Hasina Khatun 5. Road Engineer- Emdadul Haque

		Feasibility Studies • Rangpur Inner Ring Road • Drainage Improvement • Municipal Services	
Comilla	27 November, 2017	Master plan Review- • Key Elements of FSMP study • Strategy of project selection • Development of long list • Strategic evaluation of projects • List of priority projects with tentative costs Feasibility Study • Embankment Road • 3 Drainage Improvement Project • Water Treatment Plant • Municipal Services Project	1. Deputy Project Director, CGP, LGED – Md. Manzurul Islam 2. Urban Development Planner- Salma A. Shafi 3. Social Consideration Expert – Hasina Khatun 4. Road Engineer- Emdadul Haque 5. Solid Waste Management Expert- Md. Zahid Hossain
Chittagong	6 December, 2017	Master plan Review- • Key Elements of FSMP study • Strategy of project selection • Development of long list • Strategic evaluation of projects • List of priority projects with tentative costs Feasibility Studies • Chittagong Bio-gasification Plant • Municipal Services project	1. Deputy Project Director, CGP, LGED – Md. Manzurul Islam 2. Urban Development Planner- Salma A. Shafi 3. Social Consideration Expert – Hasina Khatun 4. Solid Waste Management Expert- Md. Zahid Hossain
LGED	16 January, 2018	Presentation and discussion on over all activities of FSMP team	1. Additional Chief Engineer, LGED- Mohammad Anwar Hossain 2. Superintendent Engineer, LGED- Khondaker Alinoor 3. Superintendent Engineer, LGED – Md. Shafiqul Islam Akand 4. Project Director, UGIIP-3- A.K.M Rezaul Islam 5. Executive Engineer, EUCP- Md. Golam Kabir 6. Project Director, EUCP- Provas Chandra Biswas 7. Deputy Project Director, MGSP- Md. Anwarul Islam 8. Deputy Project Director, CTEIP- Saiful Islam Shahid 9. Project Director, CTEIP- Md. Anwar Hossain 10. Project Director, MGSP- Shaikh Muzakkr 11. Executive Engineer, LGED- Sultana Naznin Afroz 12. Project Director, NOBIDEP- A.N.M Enayet Ullah 13. Superintendent Engineer, LGED- Md. Ali Akhtar Hossain 14. Urban Development Specialist, MSU, MGSP - Pulin Chandra Golder 15. Project Manager, UGIIP-3, Shamsul Islam 16. Deputy Project Director, NOBIDEP – Md. Anwar Hossain 17. Project Director, CGP, LGED - Sahidul

			Islam 18. Deputy Project Director, CGP, LGED – Md. Manzurul Islam 19. Deputy Project Director, CGP, LGED - Mahfuzul Hossain 20. Transport Planner- Md. Rafiqul Islam 21. Other FSMP national members

3.3.3 Status of DFR Submission and Schedule

Draft Final Reports are being prepared. Total of 16 reports out of planned 17 reports have been submitted already. Internal presentation within LGED have been organized and initial comments have been provided to the consultants.

Table 3.3.4: Status of FSMP DFR Submission and Schedule

Number	Report Title	Status (% Complete as of January 2018)
1.	Feasibility Study and Master Plan Review (FSMP): Main Project Report	90%
2.	Infrastructure Development Strategies and List of Priority Projects: Narayanganj CC	Submitted
3.	Infrastructure Development Strategies and List of Priority Projects: Comilla CC	Submitted
4.	Infrastructure Development Strategies and List of Priority Projects: Rangpur CC	Submitted
5.	Infrastructure Development Strategies and List of Priority Projects: Gazipur CC	Submitted
6.	Infrastructure Development Strategies and List of Priority Projects: Chittagong CC	Submitted
7.	Municipal Solid Waste Management (SWM): Guidelines and Strategies for Improvement in Five Study Cities	Submitted
8.	Feasibility Study Report (FS01): Construction of Kadam Rasul Bridge over Shitalakhya River	Submitted
9.	Feasibility Study Report (FS02): Construction of Comilla Embankment Road	Submitted
10.	Feasibility Study Report (FS03): Development of Surface Water Supply System in Comilla	Submitted
11.	Feasibility Study Report (FS04): Rehabilitation of Racecourse Khal, Agriculture Institute Khal and Chhyabitan Drain in Comilla	Submitted
12.	Feasibility Study Report (FS05): Construction of Rangpur Inner Ring Road (North-Eastern Section)	Submitted
13.	Feasibility Study Report (FS06): Construction of New Drain, and Rehabilitation of Shyamasundari-Khoksha-Ghagot Canal System in Rangpur	Submitted
14.	Feasibility Study Report (FS07): Construction of Joydevpur Railway Flyover	Submitted
15.	Feasibility Study Report (FS08): Construction of Naojor-Kashimpur Bridges over Turag River	Submitted
16.	Feasibility Study Report (FS09): Development of Surface Water Supply System in Gazipur	Submitted
17.	Feasibility Study Report (FS10): Development of Central Biogasification / Composting Facilities in Chittagong	Submitted
18.	Feasibility Study Report (FS11): Rehabilitation, Expansion and Redevelopment of Existing Public Toilets in Five Study Cities	Submitted

Attachment: Photos of GICD, January 2018

An orientation session was organized on CRC survey questionnaire and methodology for Tax Collectors and other staffs of NCC on 1 January 2018.

Standing Committee An orientation was also organized on CRC survey questionnaire and methodology for Tax Collectors and other staffs of CoCC on 2 January 2018.

Mass Public Meeting was organized on 9 January 2018 in NCC.

Training on Group Management for Group Leaders of Primary Group under PRAP on 1-4 January 2018 in GCC.

Awareness campaign was organized at GCC ON 16 January 2018 from their own cost.

IGA training on Tailoring was conducted for primary group members under PRAP at GCC on 15 January to 4 February 2018 for 21 days.