

Government of the People's Republic of Bangladesh  
Department of the Disaster Management  
Disaster Risk Management Enhancement Project (Component 2 & 3)  
92-93 Mohakhali C/A, Dhaka-1212  
[www.ddm.gov.bd](http://www.ddm.gov.bd)

Chairperson: K M Abdul Wadud  
Additional Secretary (Law, Relief Admin, Relief, Audit and DM-3, CPP,  
DM-2, Coordination and Parliament, Admin, DM-1, Budget, ICT)  
Ministry of Disaster Management & Relief

Date and Time: 15<sup>th</sup> November, 2023 at 03:00 pm

Venue: DRMEP (Component 2 & 3) Project Office Meeting Room, 4<sup>th</sup> Floor, DDM

Subject: **Minutes of the 2<sup>nd</sup> PCMU (Project Coordination and Monitoring Unit) meeting of 2023-2024 financial year for "Disaster Risk Management Enhancement Project (Components 2 & 3) (DRMEP)" being implemented by the Department of Disaster Management.**

**Participants of the meeting:** Annexure — "KA"

The Chairperson of the PCMU joined virtually. He welcomed all participants and started the meeting after his introduction. With the permission from the chair Mr. Subrata Paul Chowdhury, Project Director, DDM-PIU presented the agenda-wise topics in the meeting through power point presentation.

**Agenda No. 1.: Confirming the previous meeting minutes of the 1<sup>st</sup> PCMU (2022-2023) held on 2<sup>nd</sup> May, 2023.**

**Discussion:**

Project Director, DDM-PIU presented Minutes of the previous PCMU meeting held on 2<sup>nd</sup> May, 2023. The major decision taken on the meeting was:

PCMU unanimously recommended 06 (Six) nos. of DDM subprojects for PSC approval.

Project Director informed the meeting that 01 (one) subproject of Savar upazila under Dhaka district was not concurred by JICA.

**Decision:**

The minutes of the 1<sup>st</sup> PCMU meeting was discussed and confirmed excluding the subproject of Savar upazila under Dhaka district.

**Agenda No. 2: Discussion & recommendation on Schemes, Drawing, Design & Estimate, Tender documents and Tender Advertisement of DDM subprojects during FY 2022-23 under Component-3, DRMEP.**

**Discussion:**

Project Director, DDM-PIU informed the participants in the meeting that total 72 nos. of subprojects (52 nos. for DDM, 16 nos. for BWDB & 4 nos. for LGED) have been taken in FY 2020-2021 & FY 2021-2022. Total 16 nos of subprojects have been completed and the rest of the subprojects will be completed within the stipulated time.

Project Director then presented 04 (four) nos. of DDM subprojects from 03 Upazilas (Shantiganj, Pakundia & Kurigram Sadar) under 03 Districts (Sunamganj, Kishoreganj & Kurigram) as 2<sup>nd</sup> phase of FY 2023-24 through PowerPoint with photograph & videos. He mentioned that all the subprojects will be developed with necessary works by earth filling, culverts, gap filling, HBB works (where necessary) & turfing. The subprojects were selected on priority basis with the ones requiring essential works for previous flood impacts 2022. The Drawing, Design, Estimate & other documents of 04 (four) subprojects have been completed accordingly. The subprojects are mentioned below for discussion and recommendation by PCMU for PSC approval.

**2<sup>nd</sup> Phase List of Sub-Projects**

Sl.No.	Package	District	Upazila	Union	Length (m)	Description of works
1	W1/09/DRMEP/SUN/SHA/2022-2023	Sunamganj	Shantiganj	Shimulbak	2750	1. Earth Filling- 37505.7 cum. 2. HBB- 7394.475 sqm. 3. Culvert (1V, 4mX4m)- 3 nos. 4. Gap (35m)-1 no.
2	W1/10/DRMEP/SUN/SHA/2022-2023	Sunamganj	Shantiganj	Shimulbak	2750	1. Earth Filling- 53078.75 cum. 2. HBB- 7292.73 sqm. 3. Culvert (1V, 4mX4m)- 3 nos. 4. Gap (22m, 50m)-2 nos.
3	W1/16/DRMEP/KIS/PAK/2022-2023	Kishoreganj	Pakundia	Charfaradi	1150	1. Earth Filling- 2502.45 cum. 2. Toe Wall- 73 m. 3. HBB- 3025 sqm. 4. Picking HBB- 400.5 sqm 5. Culvert (1V, 1mX1m)- 2 nos.
			Pakundia	Egarosindur	2137	1. Earth Filling- 10447 cum. 2. Toe Wall- 218 m. 3. HBB- 5808 sqm. 4. Picking HBB- 848.85 sqm 5. Culvert (1V, 1mX1m)- 2 nos & (1V, 3mX3m)-1 no.
			Pakundia	Sukhiya	1095	1. Earth Filling- 1183.98 cum. 2. Toe Wall- 133 m. 3. HBB- 3011.25 sqm. 4. Picking HBB- 567.0 sqm 5. Culvert (1V, 1mX1m)- 3 nos.
4	W1/DRMEP/KUR/Sada/2020-2021 (Revised)	Kurigram	Sadar	Pachgachi, Holokhana, Jatrapur	7849	1. Earth Filling- 32041.401 cum. 2. Toe Wall- 1775 m. 3. Picking HBB- 2750 sqm. 4. Resetting HBB- 2750 sqm.



PCMU may kindly select and evaluate the proposed subprojects in accordance with the “Guideline and Manual for Operation of Disaster Recovery Fund” for JICA’s concurrence and subsequent approval by the PSC.

He also informed the meeting that 5 nos. of DDM subprojects taken in FY-2023-2024 and approved by PSC. Tender has been floated and awarded NOA to the competent bidders. Works will be started very soon after performing necessary formalities.

Project Director, DDM-PIU informed the meeting that the tender of Package No.-DRMEP/KUR/Sada-Ulip/2020-2021, ID: 565977, Kurigram taken in FY- 2020-2021 has been cancelled as the contractor was not eager to continue the works. The said package in Sadar upazila under Kurigram district is now presented for recommendation of PCMU which needs to be tendered again for completion of the works undone.

The Chairperson requested the participants to give their valuable observations & comments on the proposed subprojects.

Md. Mostafizer Rahman, Deputy Project Director expressed his concern for the large number of people residing in the area of Shantiganj which are adversely affected during rainy season. If the subprojects selected it would huge benefit for transportation of people with commodities.

Project Director, DDM-PIU said that Deputy Project Director, Assistant Project Director, Roads & Bridge Engineer Mr. Abdus Sattar visited the proposed road site in Sunamganj & Kishoreganj District. They also discussed with concerned Union Parishad Chairman, local people & political leaders there. Local people requested to increase the road level as if becomes inundated.

Mr. Anisuzzaman Chowdhury, JICA representative said that the subprojects under Sunamganj district should be selected considering the local situation such environmental and ecological situation. He also suggested to select and take the packages which will be sustainable during flood surge in the haor area. He has strongly requested to avoid only earth filling road rehabilitation as the objective of the project is to ensure disaster resilience. Therefore all the sub projects should maintain the objective of the project. He also recommends revising the any proposal if it has decided to implement by only earth filling. In addition to these he has requested to project authority to check the completed sub projects whether these maintained the actual design drawings such as slope, compaction etc.

In reply, Mr. Halimur Rahman, Co-Team Leader, Consultant, DRMEP said that the above subprojects have been selected considering ecological diversity. It may be mentioned that 03 packages under Sunamganj district (Shantiganj & Jagannathpur upazila) concurred by JICA have been tendered earlier without HBB works due to ceiling barrier (30 – 70 million JPY). These packages may be developed with HBB after completing the present works depending on the availability of fund.

Mr. Wahiduzzaman, Project Director, LGED, DRMEP (Component 1) has requested to provide adequate drainage facilities for all sub-projects.

In reply Mr. Halimur Rahman, Co-Team Leader, Consultant, DRMEP informed that for all subprojects sufficient Box Culvert have been provided in the design for proper drainage facilities.

Mr. Abu Usuf Mohammad Rasal, Deputy Secretary, MoDMR informed that the subprojects in the haor area should be selected very carefully considering the local condition especially in the rainy season.

Mr. Mahbub Hasan Shahin, Deputy Chief, Planning Commission expressed his positive view for taking such type of subprojects in the haor area. It will certainly be beneficial to the local people.

Chairperson stated that subprojects should be selected very carefully before approval so that no problem raises while implementing the works.

Then he requested PD, DDM-PIU for implementation of the subprojects immediately after getting approval from PSC with necessary concurrence of JICA.

**Decisions:**

1. PCMU unanimously recommended 4 (four) nos. of DDM subprojects for PSC approval.

**Agenda No. 3 : Miscellaneous:**

Mr. Anisuzzaman Chowdhury has requested to submit the field visit reports whenever consultant or project authority investigate the sites. He also requested to submit the quarterly progress report in line with the observation of JICA. For the extension of the project period Mr. Chowdhury requested to Project Director to revise the Loan category that will be approved by ministry and concurred by JICA, following the submission of RDPP.

As there were no other agenda for discussion, the Chairperson thanked all participants and declared the meeting closed.

Sd/  
22/11/2023  
(K M Abdul Wadud)  
Additional Secretary  
&  
Chairperson of PCMU

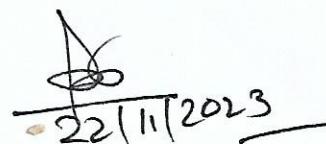


Memo No: 51.01.0000.044.06.005.22.694

Date: 22/11/2023

**Copy: for kind information :**

1. Secretary, Ministry of Disaster Management & Relief, Bangladesh Secretariat, Dhaka
2. Director General, Department of Disaster Management, Mohakhali, Dhaka
3. Mr. K M Abdul Wadud, Additional Secretary, Ministry of Disaster Management and Relief and Chairperson PCMU.
4. Md. Firoz Uddin, Joint Secretary & Director (Development & Planning) of DDM.
5. Dr. Shamal Chandra Das, Chief Planning of BWDB, Pani Bhaban, Panthapath, Dhaka.
6. Additional Chief Engineer (QC & HR) of LGED, Agargaon, Dhaka.
7. Member, Agriculture water resources & Rural Institutions Division, (Representative of Planning Commission). Attention: Md. Mahbub Hasan Shahin, Deputy Chief, Food & Fertilizer wing, Planning Commission. Sher-E Bangla Nagar, Dhaka.
8. Mr. Bidyut Kumar Saha, Superintendent Engineer (Civil), BWDB, Pani Bhaban, Panthapath, Dhaka. (Head of PIU of BWDB)
9. Md. Wahiduzzaman, Executive Engineer, LGED, Dhaka. (Head of PIU of LGED)
10. Mr Abu Usuf Mohammad Rasal, Deputy Secretary, Planning-2 of MoDMR.
11. Mr. Anisuzzaman Chowdhury, Sr. Program Manager, JICA Bangladesh Office, Dhaka.
12. Mr. Andrew Burnside, Team Leader, DRMEP Consultant.
13. Mr. A. K. M. Halimur Rahman, Co-Team Leader, DRMEP Consultant.
14. Office copy.



(Subrata Paul Chowdhury)  
Project Director (Joint Secretary)  
&  
Member Secretary PCMU Committee

Government of People's Republic of Bangladesh  
Disaster Risk Management Enhancement  
Project (DRMEP) (Component 2&3)  
Department of Disaster Management  
92-93 Mohakhali C/A  
Dhaka-1212

Subject: Attendance sheet of the 2<sup>nd</sup> PCMU (Project Coordination and Monitoring Unit) meeting of 2023-2024 FY for "Disaster Risk Management Enhancement Project (DRMEP) (Component 2 & 3) being implemented by the Department of Disaster Management.

Venue: Department of Disaster Management (4<sup>th</sup> Floor), Mohakhali, Dhaka.

Date: 15/11/2023

Time: 03.00 PM

Sl. No.	Name & Designation	Organization	Mobile No.	Signature
1	K M Abdul Wadud Additional Secretary	MoDMR	01936486658	sd/-
2	Subrata Paul Chowdhury Project Director	DDM	01715137711	sd/-
3	Md. Firoj Uddin Director (Planning)	DDM	01707008013	sd/-
4	Md. Mostafizer Rahman DPD, DRMEP (Comp- 2 & 3)	DDM	01744540481	sd/-
5	Abdul Mannan APD, DRMEP (Comp- 2 & 3)	DDM	01813352966	sd/-
6	Mr. Abu Usuf Mohammad Rasal, Deputy Secretary	MoDMR	01914892738 aumrasel@yahoo.com	sd/-
7	A K M Halimur Rahman Co-Team Leader, DRMEP	Consultant	01726468059 rhalimur@yahoo.com	sd/-
8	Mr. Anisuzzaman Chowdhury Sr. Program Manager	JICA	01713042176	sd/-
9	A. Burnside Team Leader	DRMEP, Consultant	01777807454	sd/-
10	Md. Abdus Sattar Road & Bridge Engr.,	DRMEP, Consultant	01711203070	sd/-
11	Zulfikar Ali Howlader DRPS	DRMEP, Consultant	01711356716	sd/-
12	Mohammad Monzoor Morshed Manager, DRMEP	DRMEP, Consultant	01747903021	sd/-
Online Attendance				
13	Engr. Bidyut Kumar Saha PD/DRMEP (Comp-1, BWDB)	DDM	01911059497	online
14	Md. Wahiduzzaman PD. DRMEP (LGED Part)	LGED	01711131588	online
15	Mahbub Hasan Shahin Deputy Chief, Planning Commission	Planning Commission	-	online