

Minutes of the 54th Monthly Coordination Meeting, NATP-2 Project

Chairperson: Mr. Md. Motiur Rahman, Project Director (Additional Secretary), NATP-2, MOA

Date: 30/01/2023, **Time:** 03:00 P.M., **Venue:** ZOOM Platform

The Chairperson welcomed the participants in coordination meeting (virtual) using ZOOM Platform. List of the participants is attached in **Annex-A**. The meeting continued as per set agenda.

The Chairperson instructed Project Management Specialist (PMS) to start the meeting and then he started the meeting addressing all the participants and welcomed them. Then he requested Assistant Manager (Admin) to continue as per agenda.

Agendum-1: Progress of activities of all PIUs up to the month of December 2022

By the instruction of the Chair, PIU Directors present their progress in the meeting. The financial progress of PIU-BARC is 23.31% and physical progress is 55%, for PIU-DAE (including hortex foundation) financial progress is 39% and physical progress is 57%, for PIU-DOF financial progress is 49.77% and physical progress is 63%, for PIU-DLS financial progress is 39.80% and physical progress is 48% and the financial progress of PMU is 25% and physical progress is 30.69%.

Agendum-2: Updates on PMIS, Accounting Software and IBAS-PMAP data entry

Regarding this agenda the Chair mentioned that PIU-DAE, PIU-DOF and PIU-DLS completed 55.72%, 95.07% and 67.93% PMIS data entry. He also expressed that in the PMIS data entry there are some over achieved progress which is absurd and in that case he suggested to fix the target for entry system. He further advised all the Monitoring and Evaluation Specialist and ICT Specialists of all PIUs to monitor these activities and by February 2023 all entry should be confirm.

On Accounting and Reporting Software (ARS) the progress is better in the field level and PIU level entry. The Chair requested PIU Directors to complete all the voucher entry in ARS software and he also mentioned that for the next withdrawal application submission these voucher entry must be ensure for all PIUs.

On IBAS-PMAP data entry the progress of all PIUs is lower and the Chair requested the PIU Directors to confirm the entry of IBAS-PMAP data by February 2023.

Summary of ARS software data entry

PIU/PMU	Total Expense Voucher entry in FY 2022-23	
	HQ	Field Level
BARC	514	0
DAE	116	1869 (96 upazila run)
DOF	255	2364
DLS	44	2984 (240 upazila run)
PMU	158	n/a
Total	1088	0

Summary of iBAS-PMAP Data entry

iBAS PMAP Voucher entry:				
PIU/PMU	Total Expense Voucher entry in FY 2021-22		Total Expense Voucher entry in FY 2022-23	
	HQ	Field Level	HQ	Field Level
BARC	2845	0	993	0
DAE	1256	0	152	0
DOF	551	0	549	501
DLS	1128	0	402	0
PMU	1764	NA	731	NA
Total			2827	0

Agendum-3: Updates on Audit Observations

The following table was presented during the discussion on audit observation.

Audit Report Summary

Internal Audit Observation Status: FY 2020-21

PIU	Total Observation Pending	Settled	Unsettled	Comments
BARC	4	4	-	
DAE	12	8	4	Letter sent for sending BS with evidence
DOF	13	0	13	Letter sent for sending BS with evidence
DLS	11	5	06	Letter sent for sending BS with evidence

FAPAD Audit Observation Status

PIU	Total Observation Pending	Settled	Unsettled	Comments
BARC	14 (2020-21 = 9, 2021-22 = 5)	11	3	Letter sent for sending BS with evidence
DAE	11 (2020-21 = 8, 2021-22 = 3)	4	7	Letter sent for sending BS with evidence
DOF	10 (2020-21 = 8, 2021-22 = 2)	4	6	Letter sent for sending BS with evidence
DLS	02 (2021-22 = 2)	-	2	Letter sent for sending BS with evidence

After the long discussion on audit observation the Chair instructed all PIU Directors that all the audit observations should be settled before June 2023 at the end of the project. In another discussion he mentioned one audit objection for PMU on TAX deduction of the Specialists Assistant Manager (Accounts) Mr. Md. Salah Uddin. Md. Salah Uddin he has already exemption from employment of PMU and now he is staying in LONDON, he is not responding to PMU concern person for this TAX deduction issue. As a result the Chair expressed that based on the PDR act PMU will take the action for Md. Salah Uddin.

Agendum-4: Updates on Agreed Actions of ISM-8

In the last benchmark meeting on 16 and 17 January 2023 this agenda was discussed in details. The Chair requested to the Directors to complete all the study reports and all agreed actions before the next mission. In the discussion he also said the Directors if there is any potential innovations (if any) send to PMU to compile a synthesis report. PIU-DAE send the draft report of the lessons learned on implementation of FIACs and Exit Strategy and Sustainability Plan of FIAC. The Chair told that after receiving the document will be finalized by PMU.

Agendum-5: Discussion on approved Exit Plan

The chairperson told the meeting according the approved exit plan all PIU should take necessary steps before project closure and prepare an inventory of all assets and share it with the Project Director before June 2023.

Agendum-6: Miscellaneous

There is no specific discussion on this agenda.

After threadbare discussions the following decisions were taken in the meeting:

Decisions

Sl. No.	Decisions	Responsibility
1.	All the audit observation will be settled By February 2023.	All PIU Directors
2.	ARS and IBAS-PMAP data entry should be confirm in the HQ, cost center and field level by February 2023.	All PIU Director and FM team
3.	PMIS data entry should be at least in 90% by February 2023.	Director PIU-DAE, PIU-DOF and PIU-DLS
4.	All PIU will send their potential innovations (if any) to PMU to compile a synthesis report.	All PIU Director
5.	For PIU-DAE the draft report of the lessons learned on implementation of FIACs and Exit Strategy and Sustainability Plan of FIAC will be reviewed by PMU Specialists for finalization.	PMU Specialists

The video conference meeting ended with vote of thanks to and from the chair.



(Md. Motiur Rahman)

Project Director (Additional Secretary)

NATP-2 Project

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Date: 14/02/2023

Distribution:

1. Deputy Project Director (Joint Secretary), PMU, NATP-2, BARC Complex, Farmgate, Dhaka-1215.
2. Director, PIU-BARC, NATP-2, BARC Complex, Farmgate, Dhaka-1215.
3. Director, PIU-DAE, NATP-2, Khamarbari, Farmgate, Dhaka-1215.
4. Director, PIU-DOF, NATP-2, Matshaya Bhaban, Segun Bagicha, Ramna, Dhaka-1000.
5. Director, PIU-DLS, NATP-2, Khamarbari Sarak, Farmgate, Dhaka-1215.
6. Managing Director, Hortex Foundation, 22 Manik Mia Avenue, Sher-e-Bangla Nagar, Dhaka-1207.
7. All Deputed Officers of PIUs, NATP-2.

8. All Consultants, PMU and PIUs, NATP-2.

c.c:

1. Secretary to Project Director, PMU, NATP-2, BARC Complex, Farmgate, Dhaka-1215.
2. Office Copy / Master File.

Attendance Sheet of 54th Coordination Meeting of NATP-2

Date: 30/01/2023, Venue: ZOOM, Time: 03:00 P.M.

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