



Enabling poor rural people
to overcome poverty

Bangladesh

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Haor Infrastructure and Livelihood Improvement Project

Supervision report

Main report and appendices

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Abbreviations and acronyms

AWPB	Annual Work Plan and Budget
BUG	Beel User Group
CALIP	Climate Adaptation and Livelihood Protection Project
CDF	Community Development Facilitators
CE	Chief Engineer
CIG	Common Interest Group
DAE	Department of Agricultural Extension
DC	Deputy Commissioner (head of district administration)
DLS	Department of Livestock Services
DMU	District management Unit
FAPAD	Foreign Aided Projects Audit Department
GAP	Gender Action Plan
GoB	Government of Bangladesh
DoF	Department of Fishery
HILIP	Haor Infrastructure and Livelihood Improvement Project
IFAD	International Fund for Agricultural Development
IMSC	Inter-Ministerial Steering Committee
LCS	Labour Contracting Society
LGED	Local Government Engineering Department
MMC	Market Management Committee
MOF	Ministry of Finance
MOL	Ministry of Land
MOWR	Ministry of Water Resources
MoU	Memorandum of Understanding
MTR	Mid-Term Review
NGO	Non-Governmental Organisation
PCR	Project Completion Review
PD	Project Director
PIM	Project Implementation Manual
PMU	Project Management Unit
PSC	Project Steering Committee
PY	Project Year
SCBRMP	Sunamganj Community Based Resource Management Project
UFMS	Uniform Financial Management System
UMU	Upazila Management Unit
UNO	Upazila Nirbahi Officer
UP	Union Parishad
XEN	Executive Engineer
WA	Withdrawal Application



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Haor Infrastructure and Livelihood Improvement Project (HILIP)

Supervision Mission: 27 April - 13 May 2013

A. Introduction¹

1. The Haor Infrastructure and Livelihood Improvement Project (HILIP) was approved by the IFAD Executive Board on 15 September 2011 for an IFAD loan of USD 55 million and an IFAD grant of USD 1 million. The Project is also supported by counterpart funding of the Government of Bangladesh in an amount equivalent to USD 32 million, and the Government of Spain from the Spanish Trust Fund through a loan of Euro 21.4 million (approx. USD 30 million). The goal of the Project is to contribute to poverty reduction the reduction of poverty in the Haor Basin. The development objective of the Project is to improve living standards and reduce vulnerability of the poor, with investments and interventions under five components, which are namely: (i) Communication Infrastructures, (ii) Community Infrastructures, (iii) Community Resource Management, (iv) Livelihood Protection, and (v) Project Management. The Project entered into force on 18 July 2012; its completion date is 30 Sept. 2020, and the financing closing date is 31 March 2021.
2. The first IFAD direct supervision mission for the Project was conducted during 27 April – 13 May 2013 in Bangladesh. This mission focuses on: (i) reviewing the essential prerequisites for the project implementation; (ii) assessing progress made in the implementation of the Project since the start up on 18 July 2012 and the achievements against the Annual Work Programme and Budget (AWPB) for 2012-13, (iii) reviewing the status of implementation progress of each component of the Project, consulting the project implementers regarding the current and potential challenges in search of effective measures for further enhanced implementation; and (iv) providing guidance to the implementing agencies to manage activities towards achieving objectives, sustainability and impact as part of their normal management responsibilities, and proposing mechanisms to increase impact. The mission spent eight of its effective 17 days in the field, visiting all five project districts. Meetings and consultations were held with PMU, DMUs and UMUs, technical line agencies and stakeholders at national, district and Upazila levels, discussions with beneficiaries in the visited villages. Debriefing meetings with H.E. Luis Tejada Chacon, the Ambassador of Spain to Bangladesh were held on 28 April and 9 May, 2013 respectively. A wrap-up meeting was held in Dhaka on 12 May 2013 to discuss the mission's findings and recommendations; it was chaired by Mr. Abu Alam Md. Shahid Khan, Secretary, Local Government Division, while official representatives from relevant Ministries and Departments attended the meeting. The meeting expressed its appreciation of the Ambassador's visit to the project fields and his wholehearted support to the mission. The mission would like to record its appreciation to the Government of Bangladesh and its related ministries and departments, PMUs at all levels, line agencies and beneficiaries met for their cooperation and hospitalities extended to the mission. An aide-mémoire was presented as joint agreement of the two parties on assessment of past performance, and related actions and follow-ups for further project implementation.

¹ Mission composition: Mr Md Abdul Ghani, Infrastructure Specialist, Mr GM Hashibul Alam, Country Programme Officer and Natural Resources Management Specialist, Ms Monica Romano, Gender and Institutions Specialist, Mr Edilberto C. Angeles, Financial Management Specialist, and Mr Peter Situ, Team Leader and M&E and Livelihood Protection Specialist. H.E. Luis Tejada Chacon, Ambassador of the Kingdom of Spain to Bangladesh joined the mission's field visits in Brahmanbaria on 29 April 2013.

B. Overall assessment of HILIP implementation

3. The project overall assessment of implementation is rated moderately satisfactory (4). After its effectiveness in July 2012, the HILIP proceeded to lay down its implementation structure and it has started the first operations in three of the five project districts, namely Brahmanbaria, Kishorganj and Sunamganj, and at community level. Districts of Netrakona and Habiganj were about to complete their preparations and some field activities were also reported. Modest realisations have been reported in both financial and physical terms, mainly related to communication infrastructures and project management. Review of field activities by the mission showed first signs of adaptability. By 30 April 2013, total project implementation recorded a financial realization of USD 456,482, or less 1% of the total project financial target.
4. **Annual Implementation Progress.** Weighed against targets of AWPB 2012-2013, overall financial achievement reached 6.38% or a total of USD 456,482, with 28% attributed to government financing, 62% IFAD Loan financing and 10% Spanish TF financing.² Component implementation took effect despite the late release of IFAD initial deposit on November 2012 and Government's counterpart fund on March 2013, with Communication Infrastructures achieved 4.59%% of its AWPB financial targets, Community Infrastructures 0%, Community Resource Management 36.13%, Livelihood Protection 7.64%, and Project Management 5.42%. Except the staffing and the procurement of vehicles and office equipments, annual physical targets remain mostly unmet. The low progress rates in both financial and physical terms tend to be caused mainly by an over-ambitious AWPB 2012-113, which represents 6% of the total project financial target, and the time required for reaching the operational functionality in working with the target groups.
5. In view of the moderate progress rate currently achieved and the remaining months of the fiscal year, the mission estimates that by end June 2013, the HILIP would be able to achieve approximately 20% of its AWPB 2012-2013.
6. **Likelihood of achieving development objectives** is rated moderately satisfactory (4). It is too early to assess the likelihood of achieving the development objectives. The mission noted that start-up operations appear to be in line with the project expected objectives; there is no evidence of conflictive actions taken by the project management.

Agreed action	Responsibility	Agreed date
Activities not implemented under AWPB 12-13 should be incorporated into the AWPB 13-14 through a participatory consultation process with the stakeholders.	PMUs at all levels and the involved technical agencies	Before June 2013

C. Outputs and outcomes

7. *The project performance in achieving the outputs and outcomes is rated moderately satisfactory (4).* All the components reported some sparse progress in output achievements during the limited time of implementation. The project input realization should still be moderate in real term, given the effective start of field work since February 2013. It is yet too early to assess the expected outcomes related to different components. The following paragraphs constitute an overview of the mission's assessment on the components and activities, especially with regard to the related outputs at this early stage of implementation. More details can be found in related technical reports as annexes of the mission's main report.
8. **Component 1 – Communication Infrastructures.** *The project performance of this component is rated moderately satisfactory (4).* The objective of the component is to contribute to poverty reduction by developing rural communication infrastructures for improved access efficiency for a wide range of opportunities. The component recorded a financial realization of USD 161,975,

² The PMU recorded the quasi-totality under IFAD Loan financing; the mission made the adjustments in accordance with the categories and percentages of expenditures to be financed by each financier in the Financing Agreement.

- or 4.59% of its first AWPB. Most realizations were recorded under Upazila roads, Union roads, earthwork and road alignment.
9. The PMU reported the procurement of all equipments, vehicles and other required logistics is completed except 24 vibrating rollers/compacters, which are expected to be procured by July 2013. There has been modest beginning of road construction in all five project districts and construction of bridges and culverts only in Kishorganj and Sunamganj districts. Field visits witnessed a mechanism of quality control on the ongoing civil works, and the construction completion tends to meet with the deadline.
 10. The mission was pleased to note the construction of U-drains in Mithamoin Upazila of Kishorganj that facilitates passage of irrigation water in other side of the road. This is very important for Haor area as farmers can cultivate rice only during dry season (Boro). The assured irrigation will help ensure the due production. In most irrigation projects, road crossing becomes a major constraint to supply irrigation water in the entire project area. Project management anticipated such problem and made necessary provision for U-drain construction.
 11. In Haor area, construction season is limited to about five months (December to April), depending on onset of monsoon. The mission witnessed civil works achieved for 40 to 60% at the coming of rainy season. Further civil work planning and execution should take into account the construction seasonality, time required for preparatory procedures and contracting to reduce the risk of pending and idle civil works during the rainy season, which could lead to some material loss and reduced road quality.
 12. The mission would like to commend the project management's gender focus in providing employment opportunities to the rural women, which were witnessed to be of majority for the ongoing construction of roads and earthwork.
 13. Local LGED offices will be responsible for the maintenance of the realized civil works under the component. This needs to be reflected in their future budgeting.
 14. **Component 2 – Community Infrastructures.** *The project performance of this component is rated moderately satisfactory (4).* This component aims to develop community infrastructures to enhance mobility, protect villages and markets from wave erosion and encourage rural growth. The AWPB 2012 – 2013 projected a financial target of USD 608,370; so far activities have started moderately. There is report on the construction of 1.12 km of village road in Nabinagar Upazila of B. Baria district. Progress of work is 50% and it is expected to be completed by June 2013. Related expenditures are yet to be updated in the reporting system.
 15. Some training related to the component was reported for PMU staffs, a plan was made to roll out the training to all the project districts. Given the coming rainy season, it is more realistic to focus on preparatory work and especially training, and wait till the next dry season to start the civil works under this component.
 16. **Component 3 – Community Resource Management.** *The project performance of this component is rated moderately satisfactory (4).* The objective of this component is to improve the livelihood of poor rural households engaged in fishing by improving their access to fish resources, increase in fish production and the fish species in the water bodies or Jalmohals in the Haor region. The component reported a highest annual financial realization by component, or 36.13%. This was achieved due to a less ambitious annual projection, and the procurement of 20 motorcycles that occupied 92% of the component's financial realization. As other physical achievements, training was provided to five LCSs and one canal was under excavation (78% completed).
 17. A number of activities are reportedly ongoing: Data collection for eligibility verification of the transferable water bodies has been started, a physical survey of the eligible new water bodies for their ultimate transfer to the project beneficiaries undertaken, and discussions carried out between PMU and the related local authorities on the subject of handing over the targeted number of water bodies to the Project.

18. This component will scale up the positive experience of SCBRMP by establishing 200 new BUGs in the four districts, while HILIP will continue strengthening 300 BUGs formed under the SCBRMP in Sunamganj to ensure their sustainability. HILIP therefore needs to develop an action plan to ensure the smooth handover of BUGs from the SCBRMP. The Ministry of Land has been very much supportive of the transfer of water bodies to SCBRMP, the precursor project of HILIP. The mission was informed the Hon'ble Minister for Land would visit Sunanganj to distribute profits to beneficiaries this month. The meeting hoped that the ministry would continue their strong support to HILIP.
19. **Component 4 - Livelihood Protection.** *The project performance of this component is rated moderately unsatisfactory (3).* The objective of this component is to enhance production, diversification and marketing of crop and livestock products, by developing the capacity of smallholder producers to participate in selected market-based value chains as well as by establishing and supporting market-based institutions. The interventions revolve primarily around three areas, namely field crops and high-value horticulture, livestock and poultry, and fisheries.
20. The PMU reported that by the end of April 2013, the component achieved a financial realization of USD 32,346, or 7.64% of its first AWPB financial target. The expenditures mainly relate to the setting up of a demonstration, and 15 motorcycles procured in support of the component. The mission witnessed the preparatory beneficiary training at field level. However, the related activities and expenditures appear to be too modest to be considered as sign of operation roll-out. The component's progress and performance are not yet significant to provide due indications regarding its movements towards likelihood of sustainability.
21. The future success of this component will rely on the mutual leverage of two main elements: production specialization and diversification, and integration into value chain. The first should be supported by demand-driven technical training and demonstration to help introduce value-added production inputs, know-how and technologies; the second one by organized farming and marketing, and mainstreaming into well identified value chains for better price premium. This could not be achieved without a well-laid-down network of trained facilitators or organizers at community level, and in close collaboration with the relevant technical agencies. The Project should therefore build its network of community development facilitators and social organizers, identify the income generating opportunities and market potentials in a participatory manner with the target groups, conduct demand-driven technical training and demonstrations with support from the relevant technical agencies, assist the farmers in contract farming in the form of farmers' organizations, and connect them with the main market players for a better share of the price premium along the identified value chains. This component constitutes one of the key leverage handlers of the physical asset building under the components of Communication Infrastructures and Community Infrastructures; its activities should be planned and executed in consideration of and in connection with the target groups accessing to improved roads, markets, and other physical capitals.
22. It is too early to assess the likelihood of achieving the component's expected outcomes; related preparatory work tends to be in line with the project strategy and approaches.

Agreed action	Responsibility	Agreed date
Complete the procurement of remaining goods required for civil works before the monsoon season. Focus on preparatory work and training during monsoon season to start timely the civil works	PMU with DMUs, UMUs PMU and sub-Offices at all levels, local LGED, beneficiary groups and service providers	By July 2013 Immediately
Complete selection of eligible new water bodies and submit proposal to the Ministry of Land for their transfer to the Project. Execute MoU with the Ministry of Land for transfer of eligible new water bodies. Initiate preparatory works for the BUGs formation.	PMU with sub-offices at all levels PD & MOL PMU with sub-offices at all levels	By June 2013 By July 2013 By July 2013 Starting from Jan. 2014 and in conjunction with the completion process of SCBRMP
Develop an action plan to receive the handover of BUGs from the SCBRMP Livelihood Protection s activities should focus on production specialization and diversification and mainstreaming into value chains	PMU at relevant levels in close collaboration with SCBRMP PMU at all levels, DLS, DAE, DoF, and other involved technical agencies PMU at all levels, DLS, DAE, DoF, and other involved technical agencies	Starting from the next AWPB Start immediately and not later than 31 Dec. 2013
Complete Moues with the technical agencies.		

D. HILIP implementation progress

23. **Project management performance.** *Project performance in management is rated moderately satisfactory (4).* Project management structure has been set properly in line with the Financing Agreement and Project Design Report. The lead project agency - LGED, has established the Project Management Unit (PMU) at its Headquarters, District Management Units (DMUs) in the five project districts and necessary Upazila Management Units (UMUs). The Inter-Ministerial Project Steering Committee (IMSC) was established and it held its first meeting on October 2012. Required managers, professional staffs and gender focal persons have been appointed or recruited mostly at PMUs of all levels to undertake the key tasks of overall responsibilities, vertical and horizontal coordination, M&E and reporting, financial management and accounting, component support and implementation. The first steps of inter-agency coordination and collaboration were made involving the technical line agencies such as DLS, DAE and DoF. A number of management tasks have been fulfilled, such as preparation of AWPB 2012-13, preparation of the first RIMS and baseline surveys, and conduct of project start-up operations at district and Upazila levels. Since the project start, PMU managers and technical staffs of all levels spent a good amount of time on the field, supporting and monitoring the start of operational implementation.
24. **Staffing.** The PMU initiated the recruitment of its Procurement Specialist and so far, the position remains vacant. Difficulties were reported by the PMU for recruiting the Social Organisers (Livestock), as the proposed TORs require a diploma in livestock, which does not seem to exist in the country. In view of this, the PMU should make adjustments in the TORs and recruit the Social Organiser (Livestock) based on a diploma of relevant fields in accordance with the Project's livestock support and community development, sound experience and good exposure to the field work.
25. There were indications that the network of Social Organizers (Livestock) has not yet been fully deployed. The latter will play a crucial part in the project field mobilization and coordination, especially while interacting with the beneficiary households. The project management should promptly recruit those field operational resources by taking into account the technical aspects of their interventions, providing them with necessary technical training before they undertake their required tasks.

26. *PRC establishment.* Field visits indicated that the Progress Review Committees (PRCs) have not been established yet in all the project districts to help provide guidance and assistance where required, with the Deputy Commissioner appointed as the Chairperson and representatives from the DAE, DoF, and DLS as PRC members. The mission was informed that the Ministry had just released its approval for establishing the PRCs and the issue would be followed up by end of May 2013. The DMUs should take the lead in informing all the concerned parties and assisting the set-up of the PRC structure in support of the implementation in the project area; the Executive Engineer will act as the PRC secretary and arrange for semi-annual review meeting among other consultations and collaborations. Similarly, the PRC structure needs to be established in the selected Upazila and headed by the concerned Upazila Chairperson, with concerned line ministries at the Upazila level and the Upazila Nirbahj Officer (UNO) as its members. The Upazila Engineer will act as the PRC secretary and organize quarterly review meetings on progress review and building implementation synergy among the involved agencies.
27. *Possible UMU relocation in Sunamganj.* DMU at Sunamganj raised the issue of transport efficiency for its UMU 03 currently located in Doarabazar and serving Doarabazar, Chatok and Jagonnathpur. PMU and Sunamganj DMU was seeking support from the mission for relocating this UMU to South Sunamganj. The mission is of the view that this is an operational issue that the PMU should deal with, and it should inform the IMSC on the relocation that needs to be based on an analysis on optimal operational efficiency for the project implementation.
28. **Coherence between AWPB and implementation is rated moderately satisfactory (4).** Overall, field implementation operations observed by the mission were in line with the AWPB 2012 – 2013; findings under technical component implementation tend to be related to operational issues. There is no evidence of fundamental deviation. The AWPB 2012-2013 prepared by the PMU was mainly based on the global budget and the provision for the communications and community infrastructures, totalling USD 7.1 million. The AWPB 2012 – 2013 represents 6% of the overall project financial target and its realization is very moderate, only 6.38% of its annual financial target, and less than 1% of the total project financial target. Despite the late release of funds from IFAD in November 2012 and from the Government in March 2013, the project management achieved in laying down the structure of implementation management and coordination, and proceeding to fulfil a number of managerial and operational tasks. In view of the above, the management performance for the fiscal year can still be considered as moderately satisfactory.
29. *AWPB 2013 – 2014.* In view of the moderate achievement of the AWPB 2012 – 2013, the upcoming AWPB 2013 – 2014 should be prepared in a more informed manner, taking into consideration a number of factors such as implementation seasonality, available financial and human resources, time required for procedural and operational preparation and processing, and participatory involvement of concerned technical agencies and beneficiaries. Financial and physical targets should be achievable, and in correspondence with the identified needs from the beneficiary communities. Targeting of the poor and gender sensitivity should be an integrated part of the planning and they should be regularly and systematically monitored during the AWPB execution. The mission advised that for the AWPB 2013 – 2014, all the project XENs and DMUs should be involved in preparing their respective district AWPB in a participatory manner with the related UMUs, while the PMU will consolidate the all-project AWPB for submission to IFAD (due May 1 every year).
30. **Monitoring and evaluation.** *The Project's performance in M&E is rated moderately satisfactory (4)* The HILIP has set up its M&E mechanism along the PMU vertical structure. IFAD-proposed formats are used for AWPB preparation and progress reporting. Additional forms are standardized to monitor the state of beneficiary participation disaggregated by gender and by household wealth category where applicable. The mission's interactions with the project M&E officers tend to confirm that all of them have a good understanding of the M&E functions and techniques, and they were exposed to the M&E-related work in the past.

31. The Project completed the TOR and contracted the *Mitra and Associates* for its first RIMS and baseline survey. Field surveys are expected to be undertaken and the related analysis results available by July 2013.
32. Field exchanges tend to indicate that the involved technical line agencies were not well aware of the project M&E requirements and their understanding remained more or less at the expenditure-driven disbursement level. The PMU should develop the standardized forms of data recording and reporting for the technical agencies and set up regular reporting frequencies. The yet-to-be-developed forms should include incremental progress data, disaggregated by gender and by household wealth category where applicable.
33. **Gender focus.** *The project performance in gender focus is rated moderately satisfactory (4).* The project promotes and strengthens women's participation and leadership positions in all the components, extending the women empowerment in the grassroots institutions (LCS, BUGs, CIGs and MMCs) and among beneficiaries at both social and economic levels. Exchanges during the field visits tend to indicate that the component coordinators and LGED staffs are aware of the inherence of gender dimension in different activities; set quotas were reportedly met in terms of women's participation in LCS and CIGs. PMU data shows that out of 465 members in LCS, 248 are women (53%); In CIGs, 623 women are members versus 1,079 men (over 57%). The poorer and landless women were targeted for both LCS and CIGs, and the selection process was effective in identifying women's needs and linking them with opportunities of participation and employment offered by the project.
34. The Project reported a number of realizations in accordance with gender focus: a gender action plan (GAP) has been prepared, a brochure in both Bangla and English on poverty and gender targeting finalized for distribution, an initial gender orientation session for PMU staff conducted, and the celebration of the International Women's Day with LGED held. Training on gender sensitivity and focus for DMU and UMU staffs has been prepared and soon to be conducted; a gender training manual is under process of completion and it will be available by end May 2013.
35. Out of total 226 project staffs being recruited, female staffs only account for 16. Out of eight TA consultants, three are female. A Gender Advisor was recruited and she is at the end of her four-month annual assignment. Given the continued cross-cutting aspect of the gender focus, a longer term should be necessary in this regard, with the related TOR extended to social and community development in order to provide needed guidance to the Social Organizers and Community Development Facilitators in their field work. The recruitment of LCS Organizers and Social Organizers should take into account the technical aspects of their interventions, as they will support and facilitate project activities related to agriculture, livestock, fishery, income generation and socio-economic development. While required studies and degrees may be considered for the recruitment, previous relevant work experience should be also weighted, as there is no substitute to the experience.
36. **Poverty focus.** *The project performance in poverty focus is rated moderately satisfactory (4).* Field visits found that as per design, LCS members largely consist of destitute and landless women, who have no or limited income generating opportunities before engaging in construction work. CIG members met were mostly landless people working as agricultural labourers in others' fields. BUGs target poor fishing households, which are traditionally a disadvantaged group in Bangladesh. Some of the project's activities such as farmers' demonstration and infrastructure development are expected to benefit the poor communities as a whole where HILIP operates.
37. **Effectiveness of targeting approach.** *The project performance in effectiveness of targeting approach is rated moderately satisfactory (4).* The HILIP adapts a targeting approach that is based on poverty criteria and participatory consultations for both geographic targeting and selection of beneficiary households and individuals. While it is still too early to assess the effectiveness of targeting approach at this stage of implementation, interactions with beneficiaries and project staffs tend to confirm that the selection process for forming the project-supported groups is participatory and it involves consultations with the communities, UP

- and Upazila authorities. Household surveys were conducted to help segment the household wealth categories and ensure the focus and the inclusiveness of the disadvantaged groups. There is no evidence of discriminating the poor and the women in access to opportunities offered by the Project.
38. A number of areas would require special attention in order to maintain the targeting effectiveness and reduce the risk of deviation. The selection of household or individuals as group members needs to be synchronized and it should avoid duplication, as in some areas it was undertaken separately by the LCS Organizers and Social Organizers working for different components respectively with LCS and BUGs/CIGs. Group formation should be voluntary by the members and based on solidarity and mutual assistance. Coordination across related components will be useful. Community consultations and group formation should take into consideration the proper timing by avoiding the harvest period, and involving the whole community. CDFs need to be contracted soonest possible to assist the BUGs and CIGs, whose formation should undergo a process of due awareness building by the facilitators.
 39. **Innovation and learning.** *The project performance for this activity is rated moderately satisfactory (4).* It is still too early to assess the Project's performance in innovation and learning. Due to its short period of implementation, the Project is not yet in a position of demonstrating its application in innovation and learning. However, the HILIP was designed on the basis of a number of good practices under the IFAD's country programme in Bangladesh, it is expected that the Project will contribute to innovative practices and participatory learning among the involved agencies and at the level of beneficiary households.
 40. **Climate and environment focus.** *The project performance for this activity is rated moderately satisfactory (4).* It is still too early to assess how successfully the Project's has implemented its climate and environment focus. The HILIP is mainly on the support to improvement of community infrastructure, natural resource management, household-based income generating activities with premium price potentials, and poor men and women's access to premium markets. Most of the envisaged activities will focus on the construction of communication and community-based infrastructures, natural resource management adapted to the climate change and environment production, capacity building, income diversification and productivity improvement. It should not cause adverse environmental impacts but improve the quality and carrying capacity of the environment, and in adaptation to the climate change. The project management should therefore introduce notions and techniques of environment protection and resource conservation to the beneficiaries.
 41. The HILIP will be supported by the Climate Adaptation and Livelihood Protection Project (CALIP) that will be funded by an IFAD grant of USD 15 million. The CALIP will intervene as a sub-project of the HILIP to deepen the support of strengthening the target groups' resilience to the climate changes by improved access to diversified livelihood opportunities through value chains in the project markets. It is expected that the CALIP will start by January 2014.
 42. **Partnerships.** *The project performance in partnership building is rated moderately satisfactory (4).* **The project management has established its partnership with the main technical line agencies and its effectiveness is yet to be measured with more significant implementation progress and performance. It is still too early to assess at this stage of start-up roll-out.**

Agreed action	Responsibility	Agreed date
Recruit the Social Organiser (Livestock) based on revised TOR and requirements, as approved by IFAD. Establish PRCs at district and Upazila levels in conformity with the Financing Agreement.	IMSC, supported by PMU PMU with sub-offices at all levels, selected district and Upazila authorities, and line technical agencies involved	By Dec. 2013 By end May 2013
Prepare the AWPB 2013 – 2014 with achievable financial and physical targets, in a participatory manner and reflecting the project targeting strategy and sensitivity. Synchronize group formation under different components to avoid duplication in the planning and membership identification process, ensure the a broad community consultation in mobilization and take into account the seasonality	PSC, supported by PMUs at all levels, all the involved technical agencies, and representatives of beneficiary communities	By end June 2013
Introduce approaches and techniques of environmental protection and resource conservation to prepare the project for the integration of CALIP. Make available the results of survey on RIMS baseline by Mitra & Associates	DMUs leading, supported by UMUs, SOs, LCSOs and CDFs PMU with sub-offices at all levels and all the involved technical agencies and service providers	Effective immediately and continuously Continuously
	PMU	By June 2013

E. Fiduciary aspects

43. **Financial Management.** *The project performance in financial management is rated moderately satisfactory (4).* In line with the DPP, the PMU, DMUs and UMUs were staffed with Financial Officers as required. The LGED Office of the Executive Engineer (XEN) in the five districts is likewise staffed by an Account Officer. The PMU is responsible for financial management of the project and for all accounting matters (issuance of policies and guidelines), maintains books of accounts (currently manual basis), and disburses funds to XEN and DMU.
44. The DPP provides that LGED financial software will be used for recording and reports and has to be modified as necessary by the IT Section of LGED to meet the requirement of the project. The LGED IT Section uses the Uniform Financial Management System (UFMS) Software to manage accounting records and produce financial reports including the donor funded projects. As discussed with the LGED IMIS Consultant there is a need to contract with a software firm or expert to assist in the customization of the LGED UFMS Software especially for the HILIP for extending the chart of accounts to accommodate the financial transactions in the PMU, DMU, XEN and Upazila Management Units, covering related Activities and comparison of Budget and Actual in the AWPB by activity, reporting the financial progress by component and by category, and producing reports such as Withdrawal Applications (WA), Reconciliation of Designated Account and Statement of Expenditure. Related detailed TOR will be prepared by the LGED MIS Expert.
45. Out of the five districts, only three districts (Brahmanbaria, Kishorgangj and Sunamganj) are active where funds for communications and community infrastructure have been obtained by the PMU. The XEN and DMU maintain books of accounts and strictly adhere to the required certifications and approval in line with government financial rules and regulations. As practiced in the project management, there is only one signatory to the check, which is the Project Director in the PMU, the District Project Coordinator in the DMU and the Executive Engineer in the XEN. There is no designation of alternate signatory.
46. The mission observed that there is need for technical orientation and training for the newly recruited accounts assistants in the PMU, DMU and XEN, in the area of IFAD-required financial operations and reporting such as withdrawal applications, reconciliation of Special Accounts, Bank Reconciliations, Statement of Expenditure and AWPB.
47. All DMU offices are located in the LGED buildings; some of them may not offer sufficient office space to house all the HILIP staffs. There is proposal for using the budget for DMU office rental

- to construct another floor in the district LGED building in order to capitalize the allocated rental expenses. This option may encounter the bottleneck of expenditure category ceiling for the time being. The PMU and LGED should make a detailed proposal and submit it to IFAD for consideration. No construction should be initiated in this regard without IFAD approval.
48. **Flow of Funds.** IFAD transferred its initial deposit to the Project's three Designated Accounts for the project (IFAD Loan and IFAD Grant in USD and Spanish Trust Fund in EUR) and the funds are withdrawn and transferred by the Project Director to the Project Account in BDT maintained by the PMU. As of 30 April 2013, out of the initial deposit transfer to the three Designated Accounts amounting to equivalent of USD2.48 million, the PMU has transferred total funds equivalent to USD1.91 million (BDT150,450,000) to the PMU Project Account. The balance of the three Designated Accounts as of 30 April is USD0.57 million while the PMU Project Account is BDT113.48 million (USD1.45 million) or a total funds available of USD2.02 million (amount already spent is USD0.46 million). The balances of the designated accounts and the Project Account were all reconciled with the bank balances as reflected in the bank statements.
49. The PMU disbursed funds to the XEN and DMU of three districts for financing of office operation, activities related to the livelihood protection and infrastructure awarded contracts. There is a need for clear guidelines from the PMU for funds disbursements. According to the PDD, the XEN is expected to disburse funds for contractors, while DMU for LCS/BUG. DMU funds are disbursed under two signatories: XEN and DPC.
50. In Brahmanbaria, the XEN with the approval of the PD awarded and signed three contracts totalling BDT32.64 million (USD 402,963) for community infrastructure currently under construction. The PMU disbursed funds based on activities in the AWPB, and not on the basis of quarterly forecasts as requisitioned by XEN and DMU in accordance with the PDD.
51. In Kishorganj, the XEN disbursed as advance a total amount of BDT 40,000 (USD 494) to the Livelihood Coordinator. The mission advised that advance to project staff particularly for training supplies planned and budgeted in the AWPB to be avoided, and considering the bulk procurement method instead.
52. **Disbursements.** *The project performance in disbursements is rated moderately unsatisfactory (3).* Disbursements during the nine months since the loan effectiveness on 18 July 2012 is low, reported by the PMU for a total of USD 2.51 million, or 2.1% of the total project financing of USD 118 million. Note that this is the initial deposit received from IFAD in the Project Account, the project financial system recorded a total financial realization of USD 456, 482 only, or less than 1% of the total allocation, and 6.38% of the AWPB 2012 – 2013. The actual expenditures from the IFAD Loan of 30 April 2013 stood at USD 283,243 and should be considered as low. The project disbursed USD 44,383 from the Spanish Trust Fund and has not yet used any funds from the IFAD Grant.
53. The low disbursement tends to be caused by a combination of factors, such as late recruitment of the project staff completed only in March 2013, transfer of IFAD Loan, Grant and Spanish Trust Fund financing proceeds in November 2012, and transfer of government counterpart funds in March 2013. Inasmuch as the AWPB for 2013-2014 is anticipated to reflect the various activities in all the components, the mission advised the PMU to request for increase the level of authorized limit of advance equivalent to USD 3 million for the IFAD Loan and USD 2 million for the Spanish Trust Fund. In the future, once the AWPB is approved, PSC should work to have the committed funds released timely from the Government.
54. The mission reviewed the financial documents at the PMU and noted the following: (i) Processing of payments and supporting documents to disbursement vouchers were in order with appropriate certification from the Finance Officer and approval from the PD; (ii) The only WAs processed were for the initial advances against IFAD Loan and Grant and Spanish Trust Funds.

55. **Counterpart Funds.** *The project performance in counterpart funding is rated moderately satisfactory (4).* The Government released a total of USD 0.026 million to the Project on March 2013, or less than 1% of the total counterpart funds of USD 32 million. The AWPB projected USD 2 million as government financing and so far, USD 128,856 is classified as eligible expenditures for counterpart funding, mainly for infrastructures and taxes. The signing of the Financing Agreement on 18 July 2013 passed the date of allotment of funds by the Government in the annual development program due on 30 June 2013.
56. **Compliance with Loan Covenants.** *The project performance in compliance with Loan covenants is rated moderately satisfactory (4).* The key covenants were complied with except for the proper preparation of AWPB and timely submission to IFAD for agreement, low government counterpart funds, insurance of project assets and staff, and submission of the PIM to IFAD for acceptance. Related details are shown in appendix 4.
57. **Procurement.** *The project performance in procurement is rated moderately satisfactory (4).* The procurement process strictly follows the provisions of the Government procurement rules and regulations. At the PMU, the procurement process and documentation are performed before being submitted for evaluation to the Goods Procurement Committee, Service Procurement Committee and Works Procurement Committee, depending on the nature of procurement while in the XEN office, there is likewise a Procurement Committee to ensure the evaluation of related bids.
58. The mission also noted: (i) Procurement Specialist has not been hired, (ii) Procurement of insurance for personnel has yet to be undertaken, (iii) Fixed Asset Register for the receipt of goods needs to include information on inventory tag, location of the asset and user.
59. **Audit.** *This activity is rated moderately satisfactory (4).* The current fiscal year will end on 30 June 2013. The external auditor of the Project will be the Foreign Aided Projects Audit Department (FAPAD) of the Government. As early as this time, the PMU should proceed to discuss with FAPAD the Terms of Reference for the annual Audit.
60. In view of the above, the Project is rated as Moderately Satisfactory for the overall fiduciary aspects, with however medium risk for the risk assessment.

Agreed action	Responsibility	Agreed date
Request IFAD for increase of the limit of the authorized fund release for the loan from USD1.8 million to USD3.0 million and for the Spanish Trust Fund to equivalent USD2.0 million	PMU, IFAD	15 June 2013
Prepare the TOR for procuring the IMIS Firm or Expert and customizing the software for HILIP with approval from IFAD.	PMU	By end August 2013
Computerize PMU accounting records and reports by using a double-entry accounting system with assistance of a IT expert	PMU	31 Dec. 2013
Train finance staffs in recording and reporting with the IFAD-required formats, and in preparing the AWPB and the monitoring of its implementation	PMU	30 June 2013
Submit AWPB 13-14 and PIM to IFAD for no objection and acceptance once approved by the IMSC	PMU	30 June 2013
Prepare Audit TOR and agree on Audit dates with FAPAD	PMU	30 June 2013
Require recipient of project fixed assets to sign in the receipt of project assets and conduct annual physical count and inspection of project assets	PMU, supported by XEN, DMU, UMU	30 June 2013, and every end of the fiscal year

F. Sustainability

61. **Institution building.** *The project performance in institutional building is rated moderately satisfactory (4).* The HILIP implementation relies on a close collaboration mechanism among a number of government technical agencies, and the strengthening of community-based and beneficiary-driven organizations. Involving the existing institutions and using them as entry point in project implementation enhance the likelihood of institutional sustainability. For this reason it is important that when forming BUGs and CIGs, a quick assessment should be firstly made to check whether some even informal or weak groups already exist. The mission had the opportunity of meeting the members of fishermen groups in Kishorenganj, Nikhli upazila, which is not supported by any project and seemed a cohesive and well managed organization. In areas where such functioning organizations exist, HILIP may not need to reinvent the wheel and work to form new groups, building on the existing farmers' organizations that could be under flexible and loose organizational forms, as far as the latter are farmers-governed and agree to embrace the project targeting principles and approaches. An approach to build CIG institutionally should be defined if the project goal of enabling smallholders access markets, creating enterprises, and being linked to private sector and service providers is to be met.
62. **Empowerment and social sustainability.** *The project performance in empowerment and social sustainability is rated moderately satisfactory (4).* Some LCS women have already showed increased self-confidence as a result of becoming LCS members. They earn income that many of them were unable to generate before and are proud of being associated with LGED. Experience in other IFAD projects supporting LCS showed that these women were then able to access to other job opportunities in the construction sector, or initiating an IGA. CIGs could provide landless households and poor farmers with the opportunity of enhancing their livelihoods and minimizing the need for being hired as agricultural labourers in others' land or migrating, leaving the families and wives behind.
63. **Quality of beneficiary participation.** It is still too early to assess the project performance in quality of beneficiary participation.
64. **Responsiveness of service providers.** It is still too early to assess the project performance in responsiveness of service providers
65. **Economic and financial sustainability.** The project base case economic internal return rate (EIRR) is estimated at 23%. It is too early to measure the economic and financial sustainability of the Project, either at macroeconomic level or at micro household level.
66. **Technical sustainability.** While the technical sustainability still needs to be assessed once results of different components will be systematically recorded, PMUs and technical line agencies at operational level were assessed at design for their technical viability.
67. **Environmental sustainability.** This Project will have a positive impact on the environment, notably through the implementation of the informed implementation of infrastructures, natural resource management, and adoption of environment friendly technologies by the target groups. It is still too early to assess the sustainability in this regard. The mission did not find any evidence of negative impact related to environment protection and conservation. A grant sub-project titled CALIP to the amount of USD 15 million is being developed as a sub-project to HILIP. It aims at deepening the capacities of the people to develop climate resilient livelihoods.
68. **Exit strategy.** *Performance of this activity is moderately satisfactory (4).* This is a provisional rating as it is too early to assess the project performance. The exit strategy for the Project will involve through the following project activities: (i) LGED taking responsibility for the maintenance of Union and Upazila roads (ii) Union Parish ads taking responsibility for the maintenance of village roads (iii) Community members and individual households taking responsibility for village protection works (iv) Market Management Committees taking responsibility for the management and upkeep of rural markets (v) Beel User Groups – registered as cooperatives, managing water bodies held on long term leases (vi) Private sector

will take on the role for market linkages and sale of increased agriculture output from the project area and (vii) Other local service providers will provide a range of ancillary services required.

69. **Potential for scaling up.** HILIP is scaling up the main successes of SCBRMP, such as the lease of water bodies (*Jalmohals*) to fishermen groups and forming BUGs, and the organising of women in LCS for road construction. HILIP is a large project and it is expected that the introduction of the aforementioned features being scaled up through government policies in other part of the country. It is still too early to assess the project potential for further scaling up.

Agreed action	Responsibility	Agreed date
Provide technical training to the CIGs regarding governance, skill and technology adoption, business development, entrepreneurship, organized farming and marketing	PMU	Starting from May 2013 and at least 2 times per year

G. Other

70. **Impact.** The Project started its first activities of implementation with moderate realizations in both financial and physical terms; it is yet too early to assess its impacts though innovative features and effects that are bound to move towards positive impacts.

H. Conclusion

71. The HILIP has successfully laid down its implementation structure since its start-up in July 2012. The project management structure has been set properly in line with the Financing Agreement and Project Design Report; managers, professional staffs and gender focal persons have been appointed or recruited mostly at PMUs of all levels to undertake the key tasks of overall responsibilities. The first steps of inter-agency coordination and collaboration were made involving the technical line agencies such as DLS, DAE and DoF. A number of management tasks have been fulfilled.
72. The Project started its first year of field operations at a slower rate than it could be expected for a follow-on project. Moderate levels of implementation progress have been reported especially in financial and also in physical terms. Thus far, the project implementation has focussed rather on civil works than on the natural resources management and livelihood protection. Maybe this was due to the seasonality of construction works. The risk is that the other component would lag behind and not be well integrated with each other.
73. The overall implementation progress is slow, as confirmed by the single digit financial achievement rate against the first AWPB two months before the end of fiscal year. The project implementation needs to speed up by taking advantage of the LGED experience and capacities in project management from the SCBRMP.
74. Four areas stand out that require attention: (i) strengthening implementation especially of the “soft aspects” in component community based resources management and livelihood protection; (ii) completing the selection of eligible water bodies and requesting Ministry of Land for their transfer to LGED; (iii) filling in vacant project staff positions and (iv) preparation of next AWPB 2013-2014 and to include those activities that were not completed this year.
75. There is a strong need for accelerating the deployment of well-trained development facilitators and organizers at the grassroots level, and the involvement of technical line agencies. The PSC shall actively provide the guidance at district and Upazila levels to expand rapidly the current achievements and speed up the implementation. In the area of financial and accounting strengthening, there is a need for training, system customization and computerization as part of an efficient project management. The targeting of the poor and vulnerable women should be maintained is laudable and should be maintained.

76. Issues raised by the supervision mission should serve as warning signals to draw attention where immediate actions are required. In view of the strong capacities of LGED and the PMUs, technical line agencies and other stakeholders, this Project has a good perspective to succeed in achieving its challenging development goals, after due adjustments are put in place without delay.
77. IFAD and the Government of the Bangladesh endorsed the findings of the supervision mission.

Appendix 1: Summary of project status and ratings

A. Basic Facts

Country	Bangladesh		Project ID	1585	IFAD Loan #	I-847-BD
					IFAD Grant #	I-C-847-BD
					Spanish TF Loan #	E-3-BD
Project	Haor Infrastructure and Livelihood Improvement Project				Supp. Loan/Grant	
Date of Update:	12-May-13	Last Supervision	N/A		Financing terms	HC
Supervising Inst.	IFAD/IFAD	No. of Supervisions	1			
					USD million	Disb.rate%
Approval	15-Sept-11	Quality at entry rating		Total costs	118.0	
Agreement	18-July-12	Effectiveness lag		IFAD loan	55.0	3.5
Effectiveness	18-July-12	Problem project		DSF grant		
MTR				IFAD grant	1.0	4.0
Current completion	30-Sept-20	Last Amendment		Domestic	32.0	0.4
Current closing	31-March-21	Last Audit	N/A	Spanish TF	30.0	2.1
No. of extensions	0					

B. Project Performance Ratings

B.1 Fiduciary Aspects	Last	Current	B.2 Project implementation progress	Last	Current
1. Quality of financial management	N/A	4	1. Quality of project management	N/A	3
2. Acceptable disbursement rate	N/A	3	2. Performance of M&E	N/A	3
3. Counterpart funds	N/A	4	3. Coherence between AWPB & implementation	N/A	4
4. Compliance with loan covenants	N/A	4	4. Gender focus	N/A	4
5. Compliance with procurement	N/A	4	5. Poverty focus	N/A	4
6. Quality and timeliness of audits	N/A	N/A	6. Effectiveness of targeting approach	N/A	4
			7. Innovation and learning	N/A	4

B.3 Outputs and outcomes	Last	Current	B.4 Sustainability	Last	Current
1. Component 1: Communication Infra	N/A	4	1. Institution building (organizations, etc.)	N/A	4
2. Component 2: Community Infra	N/A	4	2. Empowerment	N/A	4
3. Component 3: Com. Resource MGT	N/A	4	3. Quality of beneficiary participation	N/A	4
4. Component 4: Livelihood Protect.	N/A	3	4. Responsiveness of service providers	N/A	4
5. Physical/financial assets	N/A	N/A	5. Exit strategy (readiness and quality)	N/A	4
6. Food security	N/A	N/A	6. Potential for scaling up and replication	N/A	4

C. Overall Assessment and Risk Profile

	Last	Current
C 1 Overall implementation progress (Sections B1 and B2)	N/A	4
C 2 Likelihood of achieving the development objectives (section B 3 and B4)	N/A	4
C 3 Risks		
Fiduciary aspects	Accounting records and reports are yet to be synchronized	
Project implementation progress	6.38% of AWPB 12-13 realized financially and insignificantly physically. Less than 1% of total financial target met	
Outputs and outcomes	Implementation focused on components 1 and 2 and primarily focused on infrastructures; human and social capitalization under components 3 and 4 are yet to be rolled out	

Outputs and outcomes	Link between the Project and the beneficiaries is yet to be further secured by an efficient number of organizers and CDFs
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D. Follow-up Action

Issue/problem	Recommended Action	Status/Timing
Financial management	Computerize PMU accounting records and reports by using a double-entry accounting system with assistance of a IT specialist	By end Dec. 2013
AWPB 2013 - 2014	Activities not implemented under AWPB 12-13 should be incorporated into the AWPB 13-14; Prepare the AWPB 2013 – 2014 with achievable financial and physical targets, in a participatory manner	By end June 2013
Implementation of components 3 and 4	Implement components 3 and 4 in close collaboration with related technical agencies under the framework of necessary MoUs yet to be concluded	Immediately and not later than 31 Dec. 13
Operational efficiency	Ensure an efficient number of facilitators and organizers in place	By 31 Dec. 2013

Appendix 2: Updated logical framework: updated in December 2012

It is still too early for significantly sizable progress in terms of outcomes and outputs in accordance with the logframe

Narrative Summary	Objectively Verifiable Indicators	Monitoring Mechanism & Information Sources	Assumptions/Risks
A. PROJECT GOAL			
The Project Goal will be to contribute to the reduction of poverty in the Haor Basin.	<ul style="list-style-type: none"> ➤ 30% of the randomly sampled households with improvement in household asset ownership index. (RIMS) ➤ 20% reduction in the prevalence of child (under 5-year old) malnutrition by gender. (RIMS) 	RIMS and baseline surveys Increase in price of rice is a major risk	No major natural disasters.
B. PROJECT OBJECTIVE			
The development objective of the project is to improve living standards and reduce the vulnerability of the poor. The project is expected to directly benefit 115,000 rural poor households.	<ul style="list-style-type: none"> ➤ 35,000 HHs increase their income by at least 30 % by participating in the project. ➤ About 8,000 HHs would report reduction in losses and damages from flood waters, wave action and disease. ➤ About 35% drop in experiencing two hungry seasons (RIMS) 	RIMS surveys at baseline, mid-term and completion. Participatory assessment with target households.	Poor economic performance and slow growth. Inflation.
C. COMPONENT OUTCOMES AND OUTPUTS			
COMPONENT 1: Communication Infrastructure			
Outcome 1: Enhanced access to markets, livelihood opportunities and social services.	<ul style="list-style-type: none"> ➤ Traffic volume for Upazila and Union roads increase by 80%. ➤ Increase in the volume of goods marketed by 50%. ➤ 40% of HHs reporting benefit from project roads (RIMS). ➤ 90% of the project-constructed roads maintain under good conditions (RIMS). 	Road user surveys. Market surveys. MICS Surveys. RIMS and baseline surveys	Slow pace of economic growth. Short of labour.
OUTPUTS: Upazila and union roads constructed. Bridges and culverts on project roads built. Boat landing ghats constructed.	<ul style="list-style-type: none"> • 250 km of Upazila and Union roads completed; • 1750 m of bridges and culverts constructed; • 50 boat landing ghats built. 	Progress Reports	Damage to roads by floods and wave action.
COMPONENT 2: Community Infrastructure			
Outcome 2: Enhanced village mobility, increase in farm production and protection against extreme weather events.	<ul style="list-style-type: none"> ➤ Traffic volume for village roads increased by 100%. ➤ 90% of project-built markets well operational (RIMS). ➤ 100% of project-built markets with MMC 	Road user surveys. Market surveys. Participatory surveys MICS Surveys.	Slow pace of economic growth.
OUTPUTS: Community roads, markets, protection works for villages and markets/informal market collection points constructed; Women and men employed for construction of project schemes.	<ul style="list-style-type: none"> • 350 km road completed; • 78 villages protection works constructed; • 78 markets developed; • Protection works for 52 village markets done; • Protection works for 90 informal market collection completed; • 1.4 million women and men employed for project construction works. 	Progress Reports M&E reports	Damage to roads and flood protection works by floods and wave action. Public procurement policy continues to allow direct procurement of works through LCS.

Appendix 3: Summary of key actions to be taken within agreed timeframes

Action Area	Action Agreed	Date	Whom	Progress
Project Implementation	Activities not implemented under AWPB 12-13 should be incorporated into the AWPB 13-14 through a participatory consultation process Complete the procurement remaining goods before monsoon season.	Before June 2013 Relevant PMU, DMUs, UMUs	PMUs at all levels and the involved technical agencies By July 2013	
Outputs	Focus on preparatory work and training during monsoon season to start timely the civil works Complete selection of eligible new water bodies and submit proposal to the Ministry of Land for their transfer to the Project. Execute MoU with the Ministry of Land for transfer of eligible new water bodies. Initiate preparatory works for the BUGs formation.	PMUs at relevant levels, local LGED, beneficiary groups and service providers PMUs at relevant levels PD & MOL PMUs at relevant levels PMUs at relevant levels in close collaboration with SCBRMP	Immediately By June 2013 By July 2013 By July 2013 Starting from Jan. 2014 and in conjunction with the completion process of SCBRMP	
	Develop an action plan to receive the handover of BUGs from the SCBRMP	PMUs at all levels, DLS, DAE, DoF, and other involved technical agencies PMUs	Starting from the next AWPB By 31 Dec. 2013	
	Livelihood Protection should focus on production specialization and diversification and mainstreaming into value chains	PMUs at all levels, DLS, DAE, DoF, and other involved technical agencies PMUs	Start immediately and not later than 31 Dec. 2013	
Implementation Progress	Complete MoUs with the technical agencies. Recruit the Social Organiser (Livestock) based on revised TOR and requirements, as approved by IFAD... Establish PRCs at district and Upazila levels in conformity with the Financing Agreement.	IMSC, , PMU PMUs at all levels, selected district and Upazila authorities, and line technical agencies involved PSC, PMUs at all	By Dec. 2013 By end May 2013 By end June 2013	
	Prepare the AWPB 2013 – 2014 with achievable financial and physical			

	<p>targets, in a participatory manner and reflecting the project targeting strategy and sensitivity. Synchronize group formation under different components to avoid duplication in the planning and membership identification process, ensure the a broad community consultation in mobilization and take into account the seasonality</p>	<p>levels, all the involved technical agencies, and representatives of beneficiary communities</p>	<p>Effective immediately and continuously</p>
	<p>Introduce approaches and techniques of environmental protection and resource conservation to prepare the project for the integration of CALIP. Make available the results of survey on RIMS baseline by Mitre & Associates</p>	<p>DMUs, UMUs, SOs, LCSOs and CDFs PMUs at all levels and all the involved technical agencies and service providers</p>	<p>Continuously</p>
Fiduciary Aspects	<p>Request IFAD for increase of the limit of the authorized fund release for the loan from USD1.8 million to USD3.0 million and for the Spanish Trust Fund to equivalent USD2.0 million</p>	<p>PMUs at all levels</p>	<p>By June 2013</p>
	<p>Prepare the TOR for procuring the IMIS Firm or Expert and customizing the software for HILIP with approval from IFAD.</p>	<p>PMU, IFAD PMU, LGED IMIS Consultant</p>	<p>15 June 2013 By end August 2013</p>
	<p>Computerize PMU accounting records and reports by using a double-entry accounting system with assistance of a IT expert</p>	<p>PMU</p>	<p>31 Dec. 2013</p>
	<p>Train finance staffs in recording and reporting with the IFAD-required formats, and in preparing the AWPB and the monitoring of its implementation</p>	<p>PMU</p>	<p>30 June 2013</p>
	<p>Submit AWPB 13-14 and PIM to IFAD for no objection and acceptance once approved by the IMSC</p>	<p>PMU</p>	<p>30 June 2013</p>
	<p>Prepare Audit TOR and agree on Audit dates with FAPAD</p>	<p>PMU</p>	<p>30 June 2013</p>
	<p>Require recipient of project fixed assets to sign in the receipt of project assets and conduct annual physical count and inspection of project assets</p>	<p>PMU, XEN, DMU, UMU</p>	<p>30 June 2013, and every end of the fiscal year</p>
Sustainability	<p>Provide technical training to the CIGs regarding governance, skill and technology adoption, business development, entrepreneurship, organized farming and marketing</p>	<p>Starting from May 2013 and at least 2 times per year</p>	<p>PMU</p>

Appendix 4: Physical progress measured against AWP&B, including RIMS indicators

Period: APPB 2012 – 2013, updated on 30 April 2013				
Impact and Outcomes	Indicators (with global target if available)	Achievements (as per M&E data)	RIMS Rating	
			(by project)	(by supervision mission)
Impact level				
Overall Goal Reduction of poverty in Hoar Basin	% reduced child stunting, underweight & wasting			
	% of HH with improved food security			
	% of HH increased livelihood assets and resilience to risks			
	% of HH increased income			
Project Purpose Capacity enhancement to diversify the livelihoods and reduce vulnerability of 115000 (direct) households in hoar basin	no. of HH with enhanced livelihood skill and capacity			
	no. of HH reported with more livelihood opportunities			
	no. of HH more protected from different vulnerabilities			
	no. of HH reported more production & sales			
Component 1 Communications Infrastructure: Enhanced access to markets, livelihood opportunities and social services	Traffic volume increased			
	Journey time and cost reduced			
	Diversification increased in livelihoods			
	Market turnover increased			
Component 2 Community Infrastructure: Enhanced village mobility, reduction in production losses and protection against extreme weather events	Village people's mobility increased			
	Journey time and cost reduced			
	Loss in production decreased			
	Market turnover increased			
	People more secured from extreme weather			
Component 3	Fish catch increased/decreased			

Community Resource Management: Enhanced access to fisheries resources and conservation of biodiversity	Species diversity increased					
	Income from bee fisheries increased					
Component 4 Livelihood Protection : Enhanced production, diversification and marketing of crop and livestock produces	Production increased					
	Diversification in production/produces increased					
	Market turnover increased					
Component 5 Project Management: Efficient, cost effective and equitable use of project resources	PMU, DMU, UMU operational in effective and efficient manner	PMU, DMU & UMU offices established as per DPP.				
Outputs by component	Indicators	(Physical) Targets				
		AWP&B (planned)	Actual (achieved)	%	Appraisal (Global)	Cumulative (so far)
Component 1- Sub-component 1.1 Upazila road constructed	no. of upazila road constructed		14			14
	km. of upazila road constructed	10.00	17.22	172.20	100.00	17.22
1.2 Union road constructed	no. of union road constructed	-	15			15.00
	km. of union road constructed	10.00	15.36	153.60	150.00	153.60
1.3 Bridge/Culvert on UZ road constructed	no. of bridge/culvert on UZ road constructed	-	3			3
	m. of bridge/culvert on UZ road constructed	100.00	1.875	1.88	700.00	1.875
1.4 Bridge/culvert on Union road constructed	no. of bridge/culvert on union road constructed	-	19			19
	m. of bridge/culvert on union road constructed	100.00	16.00	16.00	1050.00	16.00
1.5 Bridge/culvert on community road constructed	no. of bridge/culvert on community road constructed	-	-	-		
	m. of bridge/culvert on community road constructed	100.00	-	-	1600.00	
1.6 Bridge and culvert in Sunamganj constructed	no. of bridge/culvert in Sunamganj constructed	-	-	-		
	m. of bridge/culvert in Sunamganj constructed	100.00	-	-	700.00	
1.7 Landing ghats constructed	no. of landing ghat constructed	5	-	-	50	
	m. of landing ghat constructed	-	-	-		

1.8 Minor earthwork/road alignment work undertaken	no. of minor earthwork/road alignment undertaken	-	-	-		
	km. of earthwork/road alignment accomplished	50.00	-	-	250.00	
1.9 Training provided to contractors on PPR/construction quality	no. of training conducted	-	-	-	LS	
	no. of participant attended the training	-	-	-		
1.10 Supervision and monitoring undertaken by IMC	no. of supervision undertaken	100	-	-	1208	
	no. of road brought under maintenance	-	-	-		
1.11 Road maintenance undertaken	km of road brought under maintenance	50.00	-	-	560.00	
	no. of community members engaged in work	-	-	-		
	no. of community road constructed	-	1	-		1
Component 2- Sub-component	no. of community road constructed	-	1	-		1
2.1 Community road constructed	km of community road constructed	0.00	1.12	-	350.00	1.12
2.2 Village market developed	no. of village market developed	5	-	-	78	
	no of IMC female members trained		-	-		
2.3 Market collection center constructed	no. of market collection centers constructed	0	-	-	90	
	no of LCS female members trained		-	-		
2.4 Village protection, raising and development work done (through LCS)	no. of village protection work done	2	-	-	78	
	m. of village protection work done		-	-		
2.5 Market protection and raising work undertaken	no. of market protection work undertaken	2	-	-	52	
	m. of market protection work undertaken		-	-		
2.6 Irrigation infrastructure constructed	no. of irrigation infrastructure constructed	0	-	-	26	
2.7 Plate compactors procured and made available	no. of plate compactors procured	0	-	-	24	
2.8 Minor earthwork/road alignment work undertaken	no. of minor earthwork/road alignment work undertaken		-	-		
	km. of minor earth work/road alignment undertaken	40.00	-	-	403.00	
2.9 Pilot innovative infrastructure constructed	no. of pilot innovative infrastructure constructed		-	-	LS	
2.10 Land acquired	no. of land acquired		-	-		
	Acre of land acquired	0.00	-	-	21.00	
2.11 Training provided to LCS members	no. of training provided	100.00	-	-	1970.00	

	no. of participants attended in LCS training	-	-	-	-	
2.12 Supervision and monitoring undertaken by IMC	no. of supervision and monitoring undertaken	100.00	-	-	1115.00	
2.13 Exchange visit for Union Parishad undertaken	no. of exchange visit for Union Parishad undertaken	15.00	-	-	147.00	
	no. of participants attend exchange visits		-	-		
2.14 Impact/Technical studies undertaken	no. of studies undertaken	0.00	-	-	4.00	
2.15 Infrastructure maintenance ensured	no. of infrastructure maintenance work undertaken		-	-		
	km. of road brought under maintenance	25.00	-	-	800.00	
Component 3- Sub-component	no. of beel developed	5.00	-	-		
3.1 Beel developed (old)> 20					30.00	
Beel developed (new)>20	no. of beel developed	0.00	-	-	120.00	
Beel developed (old)<20	no. of beel developed	0.00	-	-	75.00	
Beel developed (new)<20	no. of beel developed	0.00	-	-	80.00	
3.2 Khal /canal re-excavated	no. of canal re-excavated	-	1	-	-	1
		5.00	0.8	16.00		16.00
	km. of canal re-excavated				100.00	
3.3 LCS trained	no. of LCs trained	200.00	-	-	1,530.00	-
	no. of participants attended LCS training		-	-		
3.4 Swamp forestry established	no. of swamp tree planted	0.00	-	-	213,500	
	are of land brought under swamp forestry		-	-		
3.5 Motorcycles procured	no. of motorcycle procured	90	90	100.00	90	100.00
3.6 Support Services provided	no. of union brought under support services	20	-	-	168	
3.7 Monitoring, legal support and studies undertaken	no. of BUG (old) undergone internal audit	0	-	-	450	
	no. of BUG (new) undergone internal	0	-	-	525	

Bangladesh

Haor Infrastructure and Livelihood Improvement Project (HILIP)

Supervision report - Mission dates: 27 April – 13 May 2013

	audit					
	no. of BUG received/attended training/exposure	0	-	-	LS	
	no. of Legal service/assistance provided	0	-	-	20	
	no. of Community enumerators recruited	0	-	-	6	
	no. of third party monitoring done	0	-	-	5	
	no. of dissemination workshop arranged	20	-	-	LS	
	no. of promotional materials developed	0	-	-	8	
3.8 Maintenance of motorcycles ensured	no. of motorcycle brought under maintenance		-	-	-	
Component 4- Sub-component	no. of crop, horticulture demonstration arranged	1	-	-	8	
4.1 Crop, horticulture demonstration arranged	no. of people attended demonstration		-	-		
4.2 Poultry and Livestock demonstration arranged	no. of poultry, livestock demonstration arranged	1	-	-	8	
	no. of people attended demonstration		-	-		
4.3 Fisheries demonstration arranged	no. of fisheries demonstration arranged	1	-	-	6	
	no. of people attended demonstration		-	-		
4.4 Innovative employment/business initiated	no. of persons initiated innovative employment/business	50	-	-		
					960	
4.5 Activities initiated to build awareness on social issues	no. of activities initiated to build awareness on social issues	10	-	-	256	
4.6 Recognition awards given to best practices	No. of people awarded for best practices	0	-	-	546	
4.7 Motorcycles procured	no. of motorcycles procured	15	15	-	15	
4.8 CDF supported	No. of CDF supported	1	-	-	8	
4.9 Motorcycle maintenance ensured	no. of motorcycle brought under maintenance	0	-	-	245	
Component 5- Sub-component	no. of districts covered	-	-	-	-	
5.1 Area Covered	no. of upazilas covered	-	-	-	-	
	no. of unions covered	-	-	-	-	
5.2 Transport Procured	no. of 4WD jeeps procured	2	2	100.00	3	100.00
	no. of pickup procured	5	5	100.00	10	100.00
	no. of speed boat procured	4	-	-	4	-
	no. of country boat	5	-	-	5	-
	no. of motorcycles procured	-	-	-	0	-

	Bicycle	50	-		100	-
5.3 Computer and office furniture procured	PMU equipped with computer and furniture	1	1	100.00	1	100.00
	no. of DMU equipped with computers and furniture	5	5	100.00	5	100.00
	no. of UMU equipped with computers and furniture	14	14	100.00	14	100.00
	Area Office 2 (Sunamganj)		-	-		
5.4 Petrol And Lubricant	Motorcycle (Resource Management)	20	-	-	20	
	Motorcycle (livelihood)	155	-	-	155	
	Vehicles 4 WD Jeep (class-2)	4	-	-	4	
	Pickup	10	-	-	10	
	Motorcycle (New Office)	4	-	-	4	
	Speed boat	5	-	-	5	
	Country Boat	5	-	-	5	
5.5 Financial Management Support	Financial Management Support		-	-	1	
5.6 MIS/software support provided	No. of MIS/software support provided		-	-	LS	
5.7 Surveys and Studies undertaken	no. of baseline survey conducted	1	-	-	1	
	no. of RIMS survey conducted	1	-	-	2	
	no. of gender mainstreaming study conducted		-	-	3	
	no. of mid-term impact assessment conducted		-	-	1	
	no. of project completion impact study conducted		-	-	1	
	no. of Environment & other studies and surveys conducted	1	-	-	1	

5.8 Staff training and Workshop undertaken	no. of training conducted (batch)	4	-	-	20	
	no. of participant attended in training		-	-		
	no. of national start-up/review workshop arranged	1	-	-	1	
	no. of district start-up workshop arranged	5	-	-	53	
	no. of overseas training/study tour	5	-	-	80	

	no. of participants attend overseas training/study tour	0	-	-	0	
5.9 Project staff and TA recruited	no. of GOB regular staff included in PMU	9	8	88.89	9	88.89
	no. of TA consultants recruited for PMU	9	8	88.89	9	88.89
	no. of GOB contract staff recruited for PMU	8	8	100.00	8	100.00
	no. of GOB contracted staff recruited in DMU	73	71	97.26	73	97.26
	no. of GOB contracted staff recruited for UMU	160	150	93.75	160	93.75
	no. of GOB regular staff included from XEN office	25	25	100.00	25	100.00
	no. of GOB regular staff included from UZ LGED office	40	40	100.00	40	100.00
5.10 Staff travelling cost and allowance provided	Travelling and other allowances provided to PMU	8	8	100.00	8	100.00
	Travelling and other allowances provided to District DMU	40	40	100.00	40	100.00
	Travelling and other allowances provided to UMU	112	112	100.00	112	100.00
5.11 LGED Implementation support for Project Office		0	-	-	5	-
5.12 Project office established and maintained	no. of PMU office established and maintained	1	1	100.00	1	100.00
	no. of district office established and maintained	5	5	100.00	5	100.00
	no. of upazila office established and maintained	14	14	100.00	14	100.00
5.13 Vehicles maintained	no. of 4WD jeeps maintained	4	-	-	4	-
	no. of pickup maintained	0	-	-	10	-
	no. of speedboat maintained	0	-	-	5	-
	no. of country boat maintained	0	-	-	5	-
	no. of motorcycles maintained	0	-	-	245	-
6. Others						

6.1 Physical Contingencies			-		LS	
6.2 Price Contingencies			-		LS	
6.3 CD-VAT made available for vehicles	no. of vehicles procured and CD VAT duly paid		-		LS	

Appendix 5: Financial: Actual financial performance by financier; by component and disbursements by category

Table 5A: Financial performance by financier

Financier	Appraisal (USD '000)	Disbursements (USD '000)	Per cent disbursed
IFAD loan	55,000	283	0.51%
IFAD grant	1,000	-	0.00%
Spanish TF	30,000	44	0.15%
Government	32,000	129	0.40%
Total	118,000	456	0.39%

Table 5B: Financial performance by financier by component (USD '000)

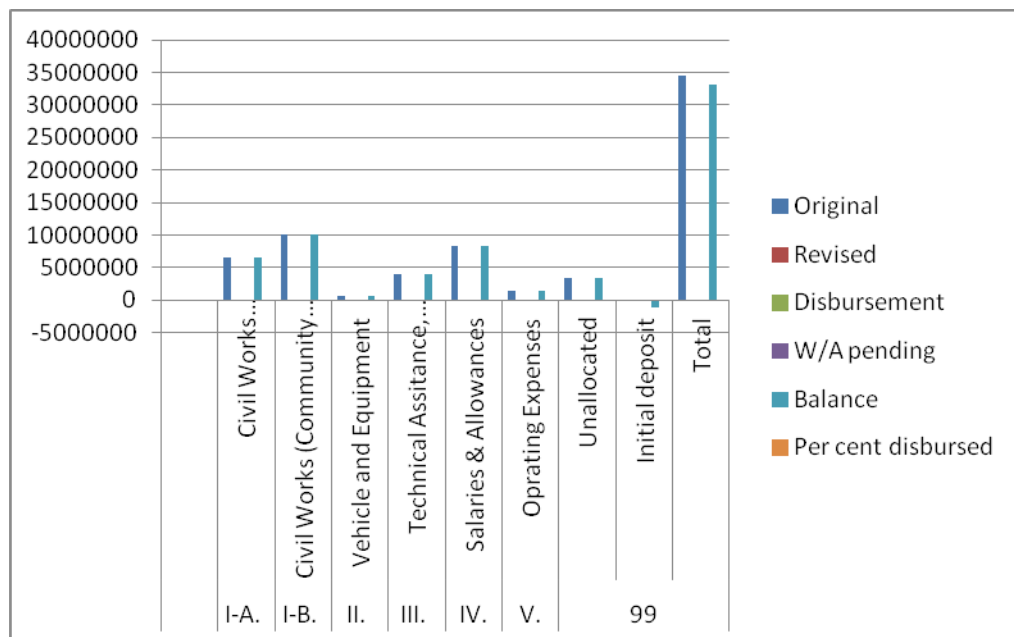
Component	IFAD loan			IFAD grant			Co-financier			Government			Total		
	Appraisal	Actual	%	Appraisal	Actual	%	Appraisal	Actual	%	Appraisal	Actual	%	Appraisal	Actual	%
1.Communication s Infrastructure	12,000	40	0.3%	-	0.000	0%	12,000	40	0.34%	23,000	8	0.4%	47,000	162	0.34%
2.Community Infrastructure	16,000	-	0.0%	-	0.000	0%	15,000	-	0.00%	6,000	-	0.0%	37,000	-	0.00%
3.Community Resource Management	6,000	98	1.6%	1,000	0.000	0%	3,000	4	0.13%	1,000	4	4.0%	11,000	143	1.30%
4.Livelihood Protection	3,000	25	0.8%	-	0.000	0%	-	-	0.00%	-	6	0.0%	3,000	32	1.06%
5.Project Management	18,000	119	0.7%	-	0.000	0%	-	-	0.00%	2,000	1	0.1%	20,000	120	0.60%
Total	55,000	283	0.5%	1,000	0.000	0%	30,000	44	0.15%	32,000	12	0.4%	118,000	456	0.39%

Table 5C: IFAD loan disbursements (SDR, as at 03 May 2013)

Category	Category description	Original	Revised	Disbursement	W/A pending	Balance	Per cent disbursed
		Allocation	Allocation				
I-A.	Civil Works (Communication Infrastructures)	0	6,580,00	-	-	6,580,00	0
I-B.	Civil Works (Community Infrastructures)	0	10,130,00	-	-	10,130,00	0
II.	Vehicle and Equipment	0	560,00	-	-	560,00	0
III.	Technical Assistance, studies, training and workshops	0	3,940,00	-	-	3,940,00	0
IV.	Salaries & Allowances	8,270,000	-	-	-	8,270,000	0
V.	Operating Expenses	1,520,000	-	-	-	1,520,000	0
99	Unallocated	3,450,000	-	-	-	3,450,000	0
	Initial deposit					(1,220,137)	
	Total	34,450,000	-	-	-	33,229,863	0

The IFAD Grant and the Spanish TF also recorded zero disbursement as at 03 May 2013, except the initial deposits of SDR 25,407.05 and Eur. 441,440 respectively

Figure 1: IFAD loan/grant disbursement, comparisons between original and revised allocations and actual disbursement



Appendix 6: Compliance with legal covenants: Status of implementation

	Covenant	Target/Action Due Date	Compliance Status/Date	Remarks
B.8	Opening of 3 Designated Accounts		Complied	
Bangladesh	The Project Director can operate the accounts		Complied	
Haar Infrastructure and Livelihood Improvement Project (HILIP)	Opening of 1 Project Account operated by LPA		Complied	
B.9	Opening of 10 district accounts operated by District Management Units operated by LPA at district level		Complied	
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B.10	Borrower/Recipient to provide counterpart funding of USD32 million		Complying	Very small provision in 1 st Fiscal Year
	The IFAD Loan, the IFAD Grant and the Trust Loan will be administered by the Fund. The Project will be supervised by the Fund.	On-Going		1 st supervision scheduled 27 April to 13 May 2013
E.1.B	The Project Implementation Manual approved by the Fund	18 July 2013		Still in Draft Form for submission to IFAD
E.2.C	Recruitment of Project Director		Recruited and on Board	
Schedule 2. 2	<i>Start-up Costs.</i> Withdrawals in respect of expenditures for start-up costs under Categories II (excluding vehicles), III, IV and V incurred before the satisfaction of the general conditions precedent to withdrawal but after the entry into force of this Agreement, shall not exceed an aggregate amount of SDR 1 million.		None	
4.08 Gen Cond	Use of proceeds for eligible expenditures	On-Going	On-going compliance	
7.01 (a) Gen Cond	The Borrower and each of the Project Parties shall carry out the Project: (i) with due diligence and efficiency; (ii) in conformity with appropriate administrative, engineering, financial, economic, operational, environmental and agricultural development practices (including rural development practices) and good governance; (iii) in accordance with plans, design standards, specifications, procurement and work schedules and construction methods agreed by the Borrower/ Recipient and the Fund; (iv) in accordance with the provisions of the relevant Agreement, the AWPBs, and the Procurement Plan; (v) in accordance with the policies, criteria and regulations relating to agricultural development financing laid down from time to time by the Governing Council and Executive Board of the Fund; and (vi) so as to ensure the sustainability of its achievements over time.		Complying	Requires proper preparation and implementation of AWPB
	PMU to prepare AWPB (including the initial 18 month Procurement Plan) for each project year	April 1	None yet for 2 nd Fiscal Year	
	PMU to submit AWPB to IMSC and IFAD for comments/clearance	April1 & May 1	None yet for 2 nd Fiscal Year	
7.03 Gen Cond	In addition to counterpart funds, the Borrower/Recipient shall make available to the project facilities, services and other resources as may be required to carry out the Project in accordance with Section 7.01.	On-Going	Complying, most of the DMU and Upazila are with offices, but lacks furniture and equipment yet	
7.05 (a) Gen Cond	Procurement of goods, works and services financed by the Financing shall be carried out in accordance with the	On-Going	Complied in line with	

Appendix 7: Knowledge management: Learning and Innovation

It is still too early for the capture to capture some significant learning and innovations

Appendix 8: Progress Against Previous Mission Recommendations.

Not applicable yet. First mission for the Project.

Appendix 9: Supervision Mission Schedule and Persons Met

A. Mission Schedule

Date & Day	Time	Activity	Responsibility	Mode of Transport
28-04-2013 Sunday	10:00am - 11:30am	<ul style="list-style-type: none"> Introduction with PMU staff and consultants Presentation on project: <i>Progress and concern</i> Component-wise brief discussion 	Project Director	Project/ LGED vehicle
	11:45am - 01:00am	Security briefing at UNDP office, Dhaka	IFAD	Project/ LGED vehicle
29-04-2013 Monday	07:00 am	H.E. the Spanish Ambassador, mission members, the LGED Chief Engineer and project officers start for Nabinagor Upazila of B-Baria district	Project Director/ IFAD/ Spanish Embassy	Embassy car/Project/ LGED vehicle
	10:00 am	Arrival at Nabinagor Upazila HQ of B-Baria district and refreshments	XEN/DPC, B-Baria & PD	-
	10:30—11:30 am	Introduction with project staff and briefing about the ongoing project activities	XEN/DPC, B-Baria & PD	-
	11:30 am—01:00 pm	Inspection of the project activities (LCS on job the training/contractors work) and walk-in interactions with the project beneficiaries	XEN/DPC, B-Baria & PD	-
	01:15 pm	Getting back to the local Dak Bungalow (official guest house at Nabinagor Upazila)	Upazial Engineer, LGED, Nobinagar & PD	-
	01:30 pm	Lunch at the Dak Bungalow	Upazial Engineer, LGED, Nobinagar & PD	-
	03:00pm	H.E. the Spanish Ambassador and the LGED Chief Engineer depart Nabinagor Upazila for Dhaka	Upazial Engineer, LGED, Nobinagar & PD	Embassy car/ LGED car
	03:15 pm	Mission members start for B'Baria LGED office	XEN/DPC, B'Baria	Project/ LGED vehicle
	05:00 pm	Meeting with Staffs of XEN, DMU & Knowledge exchange of FM with accounts staff of XEN/DMU	XEN/DPC, B'Baria	-
	07:00 pm	Dinner and night halt at B-Baria district HQ	XEN/DPC, B.Baria	-
30-04-2013 Tuesday	07:30 am	Break Fast at B' Baria	XEN/DPC, B.Baria	
	08:00 am	Departing from B.Baria to Kishoreganj	Project Director	Project/ LGED vehicle
	10:00 am	Arrival at Kishoreganj, LGED office.	-	-
	10.30 am	Introduction & Meeting with XEN Staffs, DMU & Meeting with line-Department officials (DOF, DAE & DLS)	XEN/DPC, Kishoreganj	-
	01:00 pm	Lunch at B'Baria	XEN, Kishoreganj	-

Date & Day	Time	Activity	Responsibility	Mode of Transport
	03:30pm	Knowledge exchange of FM with accounts staff of XEN/DMU	XEN/DPC, Kishoreganj	-
	07:00 pm	Dinner and Night halt	XEN/DPC, Kishoreganj	-
01-05-2013 Wednesday	07:30 am	Break Fast at Kishoreganj	XEN/DPC , Kishoreganj	
	08:00am	Field visit (on-going project activities)	XEN/DPC , Kishoreganj	Project/ LGED vehicle
	01:00pm	Lunch and Prayer	XEN/DPC , Kishoreganj	-
	03:00pm	Field visit (on-going project activities)	XEN/DPC , Kishoreganj	Project/ LGED vehicle
	07:00 pm	Dinner with DC and SP at Kishoregonj LGED Rest house and Night halt	XEN, Kishoreganj	-
	02-05-2013 Thursday	07:30 am	Break Fast at Kishoreganj	XEN/DPC , Kishoreganj
08:00am		Field visit	XEN/DPC , Kishoreganj	Project/ LGED vehicle
01:00pm		Lunch and Prayer	XEN/DPC , Kishoreganj	-
2.30 pm		Field visit (Contd.)	XEN/DPC , Kishorganj	Project/ LGED vehicle
7.00 pm		Dinner and Night halt at Kishoreganj	XEN/DPC, Kishoreganj	-
03-05-2013 Friday	07:00 am	Break Fast at Kishoreganj	XEN/DPC, Kishoreganj	
	07:30am	Departing from Kishoreganj to Netrakona	Project Director	Project/ LGED vehicle
	9:30 am	Arrival at LGED, Netrakona	XEN/DPC Netrakona	-
	10.00 am	Introduction & Meeting with Netrakona Project & LGED staffs Knowledge exchange of FM with accounts staff of XEN/DMU	XEN/DPC Netrakona	-
	12:00-2.00 pm	Prayer Break & Lunch at Netrakona	XEN/DPC Netrakona	-
	02:30 am	Start for Hobiganj	Project Director	Project/ LGED vehicle
	06:30 am	Arrived Hobiganj LGED office	Project Director	Project/ LGED vehicle
	7.00 pm	Dinner with DC & SP halt at Hobiganj	XEN/DPC Hobiganj	-
04-05-2013 Saturday	07:30 am	Break Fast at Hobiganj	XEN/DPC, Hobiganj	-
	08:00am	Field Visit	XEN/DPC, Hobiganj	Project/ LGED vehicle
	01:00 pm	Lunch at Hobiganj	XEN Hobiganj	-
	02:30 pm	Introduction & Meeting with Hobiganj Project & LGED staffs, Knowledge exchange of FM with accounts staff of XEN/DMU.	XEN/DPC , Hobiganjj	--
	03.30pm	Departing from Hobiganj to Sunamganj	Project Director	Project/ LGED vehicle
	7.00 pm	Dinner and Night halt at Sunamganj	XEN/DPC Sunamganj	-
05-05-2013	07:30 am	Break Fast at Sunamganj	XEN/DPC , Sunamganj	

Date & Day	Time	Activity	Responsibility	Mode of Transport
Sunday	08:00am	Field visit (on-going project activities)	XEN/DPC , Sunamganj	Project/ LGED vehicle
	01:30pm	Lunch	XEN/DPC , Sunamganj	-
	03:00pm	Meeting with Sunamganj Project & LGED staffs, Knowledge exchange of FM with accounts staff of XEN.	XEN/DPC , Sunamganj	-
	07:00 pm	Dinner with DC and SP at Sunamganj LGED Rest house and Night halt	XEN, Sunamganj	-
06-05-2013 Monday	07:30 am	Break Fast at Sunamganj and Start for Dhaka	Project Director	Project/ LGED vehicle
	01:00pm	Lunch at Ujan Bhati Restaurant, Ashuganj	Project Director	Project/ LGED vehicle
	2.00 pm	Start from Ujan Bhati Restaurant to Dhaka	Project Director	Project/ LGED vehicle
07-05-2013 Tuesday		AM writing	Own business	-
08-05-2013 Wednesday	3.00 pm	Meeting with PMU staffs and discuss on Draft AM	Project Director	Project/ LGED vehicle
09-05-2013 Thursday	12:00 pm	Meeting with H.E. the Spanish Ambassador	IFAD	Project/ LGED vehicle
	18:30 pm	Meeting with Chief Engineer, LGED	Project Director	Project/ LGED vehicle
12-05-2013 Sunday	1330 pm	Wrap Up	Project Director	Project/ LGED vehicle

Schedule For H.E. The Spanish Ambassador and CE of LGED

29-04-2013 Monday	07:00 am	H.E. the Spanish Ambassador, mission members, the LGED Chief Engineer and project officers start for Nabinagor Upazila of B-Baria district	Project Director/ IFAD/Spanish Embassy	Embassy car/Project/LGED vehicle
	10:00 am	Arrival at Nabinagor Upazila HQ of B-Baria district and refreshments	XEN/DPC, B-Baria & PD	-
	10:30—11:30 am	Introduction with project staff and briefing about the ongoing project activities	XEN/DPC, B-Baria & PD	-
	11:30 am—01:00 pm	Inspection of the project activities (LCS on job the training/contractors work) and walk-in interactions with the project beneficiaries	XEN/DPC, B-Baria & PD	-

	01:15 pm	Getting back to the local Dak Bungalow (official guest house at Nabinagor Upazila)	Upazial Engineer, LGED, Nobinagar & PD	-
	01:30 pm	Lunch at the Dak Bungalow	Upazial Engineer, LGED, Nobinagar & PD	-
	03:00pm	H.E. the Spanish Ambassador and the LGED Chief Engineer depart Nabinagor Upazila for Dhaka	Upazial Engineer, LGED, Nobinagar & PD	Embassy car/ LGED car

B. Persons met by the mission (as recorded by the PMU)

Persons met at Wrap-up

Name & Designation	Ministry/Dept/Agency
Md. Wahidur Rahman, Chief Engineer	LGED
ATM Nashir Mia, Deputy Secretary	MIO LAND
Iftexhar Ahmed, Superintending Engineer	LGED
A.K.M. Harun-ur-Rashid, Project Director, HILIP	LGED
Monjurul Alam Siddique, Deputy Project Director, HILIP	LGED
Golam sarwar Howlader, Deputy Chief	ERD
Md. Siddiqur Rahman, Deputy Chief	MOA
Md. Abdur Rouf	LGD
Ashok Madhab Roy, Additional Secretary	LGD
Syada Afroja Begum, Joint Secretary	LGD
Md. Habibur Rahman, PPIS, HILIP	HILIP, LGED
Md. Fazlur Rahman, Accounts Officer	HILIP, LGED
Mohammad Misahur Rahman, Deputy Chief	M/O Fisheries & Livestock
Mostafa Kamal, Senior Asst. Chief	Ministry of Environment and Forest
Mustafizur Rahman, CRMS	HILIP, LGED
Jashim Uddin, HMDER, SAS	LGD

Persons met in Nabinagor

Name	Designation
H.E.Mr. Luis Tejada Chocon ,Spanish Ambassador.	Ambassador of Spain to Bangladesh
Mr. Md.Wahidur Rahman, Chief Engineer of LGED.	Chief Engineer of LGED
MP Advocate Sha-Zikrul Ahmad (KhoKon)	
District Administration, Brahmanbaria	
Azad Sallal	Additional Deputy Collector (ADC)General, Brahmanbaria
	LGED, Brahmanbaria Official
Mr. Md. Wahiduzzaman	Executive Engineer, LGED, Brahmanbaria
Mr. Md. Arman Rashid	District Project Coordinator.
Mr. Md. Jahangir Alom	Assistant Engineer
Mr. Md. Nazrul Islam	District Training Coordinator.
Mr. Md. Shahinul Islam	Community Infrastructure Coordinator
Ms. Eyerin Parvin	Livelihood Coordinator.

Mr. Md. Zakir Hossain	Community Resource Management Coordinator.
Mr. Md. Harunur Rashid Bhuiyan	District Monitoring & Evaluation Officer.
Mr. Md. Robiul Islam	Sub-Assistant Engineer
Guest	
Mr. Md. Ziaul Haque Sarder	Upazila Chairman
Ms. Salina Mahabub	Female Vice- Chairman
Mr. Md. Abdul Khaer	Chairman Nabinagor Purbo
Mr. Shahan Mia	Freedom Fighter
Nabinagor Upazila Nerbahi Official	
Mr. A.N.M. Nazim Uddin	UNO
Ms. Tania Rahman	Agriculture Extension Officer
Mr. Enanet Hossain Chowdary	Fisheries Officer
Mr. Md. Nurul Islam	Livestock Officer
Mr. Md. Adu Jafor	OC
Nabinagor Upazila LGED Official	
Mr. Ziaul Islam	Upazila Engineer
Mr. Md. Omar Faruk	Upazila Project Coordinator
Mr. Md. Iqbal Hossain	Sub-Assistant Engineer
Mr. Md. Tazul Islam	Finance Assistant/Computer Operator
Mr. Md. Rofiqul Islam	LCS Organizer
Mr. Md. Ruhul Amin	LCS Organizer
Mr. Md. Kamruzzaman	Social Organizer (Fish)
Mr. Abdul Rahim	Social Organizer (Fish)
Mr. Chandon Kumar Mazumder	Social Organizer (Crop)
Mr. Md. Helal Khan	Work Assistant
Mr. Md. Mominul Huq	Work Assistant
Nasirnagor Upazila LGED Official	
Ms. Chitra Basu	Upazila Project Coordinator
Mr. Md. Mottalib Hossain	Sub-Assistant Engineer
Bancharumpur Upazila LGED Official	
Mr. Md. Khorshad Alom	Upazila Engineer

Persons met in Habiganj

Name of Official	Designation	Remarks
District Administration, Habiganj.(3)		
Monindro Kishor Majumder	Deputy Comissioner, Habiganj	
Md. Kamrul Islam	Police Super (SP), Habiganj	
Dilip Kumar Voumic	ADC(Revenue),Habiganj	
Line Department, Habiganj.(3)		
Gapal Chandra Das	Deputy Director, Department of Agriculture Extension.(DAE), Habiganj	
MD Ashraf Uddin Ahmmed	District Fisheries officer, Department of Fisheries (DFO), Habiganj	
Md Mahbulul Alam	District Livestock Officer, Department of Livestock Services (DLO), Habiganj	
LGED, Habiganj Official.(3)		
Md Rabiul Islam	Executive Engineer, LGED,Habiganj.	
SK MD Abu Zakir	Sr. Assistant Engineer,	
Md Shafiqul Islam	Assistant Engineer	
HILIP -DMU Official, Habiganj .(7)		
Md Nurul Amin	District Project Coordinator.	
Md Zarhad Hossain Siddique	District Community Resource Management Co-Ordinator	
Md Zakir Hossain	Livelihood Co-Ordinator	
A.K.M Nuruzzaman(MASUMU)	District Monitoring And Evaluation Officer	
MD Rabbani Pradhania	Finance Assistants	
Ahmed Sharif	Sub Asst Engineer	
MD Alamin Hossain	Sub Asst Engineer	
Tarun Kanti Das	District Computer Operator	

Persons met in Kishoreganj

Name & Designation	Department/Address
Nirmal Kumar Saha Deputy Director	DAE
Fozlul Kabeer Senior Upazilla Fisheries Officer Sadar, Kishoreganj	DOF
A .S. Md. Nowsad Hossain District Livestock Officer Kishoreganj	D. L. S
Engr. G.P Chowdhury Executive Engineer Kishoreganj	LGED
Engr. Md. Amirul Islam Senior Assistant Engineer Kishoreganj	LGED
Md. Monirul Islam Assistant Engineer Kishoreganj	LGED
Md. Ahsan Ullah Upazila Engineer Austagram, Kishoreganj	LGED

Krishna Chandra Roy Upazila Engineer Mithamoin, Kishoreganj	LGED
Muhammad Shakil Hossain Upazila Engineer Itna, Kishoreganj	LGED
Subash Roy Chowdhury Upazila Engineer Nikli, Kishoreganj	LGED
Mehboob Hasan Distric Project Co-ordinator Kishoreganj	HILIP/LGED
Joysree Debi Livelihood Co-ordinator Kishoreganj	HILIP/LGED
Md. Burhan Uddin Siddiquee Community Infrastructure Co-ordinator HILIP, Kishoreganj	HILIP/LGED
Dhruba Kanta Kundu Community Resource Management Coordinator Kishoreganj	HILIP/LGED
Name & Designation	Department
Jakir Hasan Upazila Project Co-ordinator Itna, Kishoreganj	HILIP/LGED
Nayan Kumar Sarker Upazila Project Co-ordinator Austagram, Kishoreganj	HILIP/LGED
Mohammad Sayadul Haque Upazila Project Co-ordinator Nikli, Kishoreganj	HILIP/LGED
Md. Azizur Rahaman Upazila Project Co-ordinator Mithamoin, Kishoreganj	HILIP/LGED
Anowarul Bari District M&E Officer Kishoreganj	HILIP/LGED
Rownok Jahan Gender Advisor	HILIP/PMU
Mustafizur Rahaman	HILIP/PMU
Md. Samsul Arefin QCE,	HILIP/PMU
Hashiban Nahar Khanam M&E Knowledge	HILIP/LGED
Monjurul Alam Siddiqui DPD	HILIP/LGED
A.K.M Harun-UR Rashid PD	HILIP/LGED
Shake Abdur Rob Finance Assistant Kishoreganj	HILIP/LGED
Hiren Chandra Hawlader Sub- Assistant Engineer Kishoreganj	HILIP/LGED

Persons met in Sunamganj

Sl. No	Name of Official	Designation	Remarks
District Administration, Sunamganj.(3)			
	Md. Nazrul Hossain	Police Super (SP), Sunamganj	
	Rajibul Alam	Revenue Deputy Collector (RDC), Sunamganj	Representative of ADC(Rev)
	Momtaz Uddin	Additional District Magistrate(ADM) ,Sunamganj / DD.LG	Representative of DC
Line Department, Sunamganj.(4)			
	Dr. S.M.Afsar Zaman	Deputy Director, Department of Agriculture Extension.(DAE), Sunamganj	
	Sultan Ahamed	District Fisheries officer, Department of Fisheries (DOF), Sunamganj	
	Md. Azharul Islam	District Livestock Officer, Department of Livestock Services (DLS), Sunamganj	
	Md. Abdul Haye	Executive Engineer , (Water Development Board) , Sunamganj	
Sl. No	Name of Official	Designation	Remarks
LGED, Sunamganj Official.(3)			
	Iqbal Ahamed	Executive Engineer, LGED, Sunamganj.	
	Abu Rashid Miah	Sr. Assistant Engineer	
	Harajit Sarkar	Assistant Engineer	
HILIP -DMU Official, Sunamganj .(6)			
	A.H.M. Bulbul	District Project Coordinator.	
	Md. Shahidul Islam	District Training Coordinator.	
	Md.Imran Hossain	Community Infrastructure Coordinator	
	Md. Azharul Islam	Community Resource Management Coordinator	
	Md. Azharul Islam	Community Resource Management Coordinator.	
	Smritam Khasnabish	District M&E Officer.	

Persons met in Netrakona

Sl No	Name of Staff	Designation	Posting Place	Remarks
1.	Md. Anis Mahmud	Deputy Commissioner	Netrakona	Meeting at Circuit House Netrakona
2.	Md. Yusuf Ali	ADC (Rev.)	Netrakona	Meeting at Circuit House Netrakona
3.	Md. Zakir Hossain Khan	SP	Netrakona	Meeting at Circuit House Netrakona
4.	Md. Kamrul Ahsan	XEN, LGED	Netrakona	LGED Netrakona
5.	Md. Sohrab Ali	DPC	Netrakona	LGED Netrakona
6.	A.F.Ziaul Haque	LC	Netrakona	LGED Netrakona
7.	A.K.M. Ruhul Alam	CIC	Netrakona	LGED Netrakona
8.	Md. Motiur Rahman Chowdhury	CRMC	Netrakona	LGED Netrakona

9.	Fahomidha Begum	DM&EO	Netrakona	LGED Netrakona
10.	A.H.M.A Hannan	F.Asstt.	Netrakona	LGED Netrakona
11.	Md. Nayan Biswas	SAE	Netrakona	LGED Netrakona
12.	Md. Mamunur Rashid	SAE	Netrakona	LGED Netrakona
13.	Md. Al Amin (Arif)	Guard	Netrakona	LGED Netrakona
14.	Md. Musarrof Hossen	CBD	Netrakona	LGED Netrakona
15.	Md. Khalilullah	UPC	Kalmakanda	LGED Netrakona
16.	Md. Ruhul Amin	SAE	Kalmakanda	LGED Netrakona
17.	Md. Masum Miah	SO (Crop)	Kalmakanda	LGED Netrakona
18.	Forsheda Begum Akanda	SO (Fish)	Kalmakanda	LGED Netrakona
19.	Abul Kashem	SO (Fish)	Kalmakanda	LGED Netrakona
20.	Md. Rakibul Hasan	LCSO	Kalmakanda	LGED Netrakona
21.	Md. Arman Ali	LCSO	Kalmakanda	LGED Netrakona
22.	Mrs. Aleya Parvin	FA&CO	Kalmakanda	LGED Netrakona
23.	Md. Nasiruddin	WA	Kalmakanda	LGED Netrakona
24.	Parul Rani Das	OH	Kalmakanda	LGED Netrakona
25.	Sheikh Md. Sayed Alom	G	Kalmakanda	LGED Netrakona
26.	Mrityunjay Saha	UPC	Khaliajury	LGED Netrakona
27.	Sabbir Ahmad	SAE	Khaliajury	LGED Netrakona
28.	Mohammad Habibur Rahman	LCSO	Khaliajury	LGED Netrakona
29.	Tapan Kumar Talukder	LCSO	Khaliajury	LGED Netrakona
30.	Mohammad Ashrafuzzaman	FA&CO	Khaliajury	LGED Netrakona
31.	Md. Abu Bakar Jamali	SO (Fish)	Khaliajury	LGED Netrakona
32.	Mohammad Asabul Haque	W.Asstt.	Khaliajury	LGED Netrakona
33.	Apan Howlader	Guard	Khaliajury	LGED Netrakona
34.	Mrs. Fatema Begum	OH	Khaliajury	LGED Netrakona
35.	Swapon Kumar	AO, LGED	Netrakona	LGED Netrakona
36.	Md. Abdul Latif	UD, LGED	Netrakona	LGED Netrakona

Appendix 10: Audit Log

The first audit will be due in July 2013.

Appendix 11: Summary of implementation support provided by IFAD

#	Time	Descriptions/topics	Agencies/persons
1	18-19 July 2012	Start-up workshop Introduction into project logframe, AWPB and M&E	Mr. Thomas Rath, CPM, IFAD DR. Qibin HE, IFAD consultant Mr. Kajal Chakraborty FM Specialist, APR
2	1-6 December 2012	Revision of Logframe Results based AWPB Training on RIMS and M&E and related surveys	Dr Qibin HE, IFAD consultant
3	8 Jan. – 11 Feb. 2013	CALIP design mission	Mr. Dewan AQ.H. Alamgir, Team Leader Mr. Roshan Cooke, IFAD Regional Advisor Dr. Shamsul Hoque, Structure Engineer Ms. Sinora Chakma, Gender Specialist Mr. Gianluca Capaldo, Economist