Clearance Certification

Project Document
or
Project / Budget / AWP Revision for 2022

UN DP

SHORT TITLE: **Disaster Response and Recovery Facility (DRRF)**

PROJECT NUMBER: **Award ID   00113842**   **Project ID: 00112092 (DRRF), 00131412 (TED Program), 00127993 (Supporting Emergency COVID-MOFCOM)**

(I)   SUBMITTING PROGRAMME MANAGER:

I have checked, and hereby certify, the following:
1. Reasons and justification for this revision are clearly indicated on the cover page   ☑
2. All relevant parties are in agreement with the revision: ☑
    ▪   as is indicated in the justification, or
    ▪   as per signature(s) obtained on the cover page, or
    ▪   as per written agreement as has been referenced in relevant signature block.
3. An analysis of the budget increase/decrease (in case more than $10,000) has been made.   ☑
4. The cover page and budget are according to standard format.   ☑

Arif Abdullah Khan, Programme Analyst, R&IG   Signature: Date: 08/08/2022

Mohammad Rezaul Haque:

(II)   CLUSTER HEAD: **Prasenjit Chakma,** Assistant Resident Representative

I have reviewed and hereby recommend approval of this budget revision.

Signature: Date: 08/08/2022

(III) BUSINESS DEVELOPMENT AND PARTNERSHIPS UNIT:

Clearance from Desk Officer:	Clearance from Assistant Resident Representative and Adviser, Business Development & Partnerships
[☑] I have verified the attached submission and confirm that this budget/revision is in accordance with existing rules. [ ] Justification for return Signature: 17-Aug-2022 Date: Khondker Pervez Ahmed	Recommendation for approval Sarder M Asaduzzaman Signature: Date: 17-Aug-2022
Recommended / Approved by Deputy Resident Representative	Van Nguyen, OIC 17-Aug-2022 **Approved by Resident Representative**

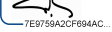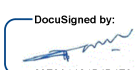**Note:** Please return approved version of the Project/Revision Document to RRMC who retains original and forwards copy to Programme Manager concerned for his/her file and submission to national and, if applicable, UN agencies.
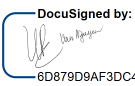
UNDP Bangladesh
2022 Annual Work Plan (AWP) Review Checklist

Award ID: 00113842 Title: Disaster Response and Recovery Facility	
Project ID: 00112092 Title: Disaster Response and Recovery Facility (DRRF)	
Project ID: 00131412 Title: Training, Exercise & Drills (TED) Program	
Project ID: 00127993 Title: Supporting Emergency COVID19-CHN (MOFCOM)	

	Format and General Issues:	Yes	No	N/A	Comments
1	Submitted AWP is prepared in Standard Prescribed Format including AWP cover page	✔			
2	Atlas codes correctly mentioned (Award ID, Project ID, and Project title, Donor, Account, Fund etc.)	✔			
3	AWP Planning meeting conducted	✔			
4	Minutes of the Appraisal/Review meeting attached	✔			
5	Annual/Mid year Review Meeting conducted	✔			
6	Annual HR , Procurement and Communications plans are prepared and attached with AWP	✔			
7	Resources are available to support the AWP	✔			
8	AWP is approved by the Implementing Partner, if applicable			✔	
9	AWP is endorsed/agreed by the Project Board/Steering Committee, if applicable			✔	
10	Signature of the Project Manager/NPD available in the AWP	✔			
	Results Related Issues:	Yes	No	N/A	
1	The AWP reflects overall priorities of the year	✔			
2	The activities are clearly defined (indicate what exactly will be done, to the point with expected timelines by quarter)	✔			
3	The activity lines spell out the geographic location wise intervention	✔			
4	Possible areas of collaboration with other projects have been considered in project activities	✔			
5	Outputs and activities are aligned to the UNDAF, CPD and project document (The listed activity/s can be directly attributed to the achievement of the expected country programme outputs)	✔			
6	The activity/s implemented with CSOs, academic institutions, other quasi-Governmental institutions, and other UN agencies as implementing partners are reflected in the work plans	✔			
7	A one page summary of intended/achievable results is attached	✔			
8	The Outcome /Intermediate Outcomes and Outputs are correctly entered as per the language in the Results Framework	✔			
9	M&E plan attached and adequately budgeted in the AWP	✔			
10	Field monitoring plan attached (for field-based project only)	✔			
11	Risk Log, Issue Log, monitoring Log updated in ATLAS and attached with AWP	✔			
12	Gender Marker is attributed in ATLAS	✔			
13	Lessons learned have been incorporated in the AWP, as per the last APR minutes	✔			
14	Baseline, Target and Deliverables for 2020 are aligned to the Results Framework	✔			
15	Baseline data for each indicater have been collected	✔			
16	Annual target for each indicator has been set	✔			
17	3 to 5 annual key results have been identified and attached	✔			
18	The Targets and baselines are gender-disaggregated where a population group is being measured	✔			
19	Articulation of results of the AWP has followed the SMART and RBM guidelines	✔			
20	Assumptions and risks specific to each outcput and outcome is contextualised and clearly spelt out	✔			
21	Knowledge Management has been planned and budgeted	✔			
22	Generation and use of evidence – from monitoring, research and/or evaluation – has been considered	✔			
23	The Budget comply with the spirit of Results Based Budgeting (RBB)	✔			
	Resources Related Issues:	Yes	No	N/A	
1	Total proposed budget for the AWP does not exceed approved total project budget	✔			
2	The AWP budget is within the scope of the funds availability/commitment (available Cash + Commitment)	✔			
4	Appropriate provisions are available according to the AWP Commisioning memo (Common cost, GMS, DPC, Communication, M&E etc.)	✔			
5	Updated list of Equipment assets with the project/Programme showing UNDP assets	✔			
6	The summary page reflects the resources	✔			

Remarks/Comments (including justification for returning to Programme cluster):

Submitted by the Project: Shah Zahidur Rahman, PM a.i DRRF   Date: 08-08-2022

Reviewed By : Arif Abdullah Khan, Programme Analyst

Cleared by Programme Cluster: Cleared by Partnerships Cluster:

Prasenjit Chakma
Assistant Resident Representative, R&IG Cluster   Sarder M Asaduzzaman

Date: 14-Aug-2022   Date: 17-Aug-2022

Signed by DRR/RR: Date: 17-Aug-2022

Van Nguyen
Deputy Resident Representative and OIC

United Nations Development Programme

Disaster Response and Recovery Facility (DRRF)
Project Document / AWP Revision
(AWP-2022 Version- L)
Award ID: 00113842, Project IDs: 00112092, 00131412, 00127993, 00112436, 00112437, 00112438, 00113358, 00121369

UNDAF Outcome(s)/Indicator (s): *(Link to UNDAF outcome)*	UNDAF Outcome 3: Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups
Expected Outcome(s) /Indicator (s): *(CPD outcomes linked to the MYFF goal and service line)*	Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups
Expected Output(s) /Annual Targets: *(CPB outputs linked to the above CPB outcome)*	National capacity of the disaster management system strengthened to reduce unacceptable risks and improve response and recovery activities by adopting a comprehensive risk management culture.
Implementing Partner:	United Nations Development Programme (UNDP)

Brief Description

Bangladesh has made considerable progress in managing disaster risks over last 10 years. However, the large and recurrent nature of hazards poses a very different set of risks to an economy with both impressive economic growth and significant progress in human development. In line with the Sendai Framework of Action and the Government of Bangladesh's 7th Five Year Plan, renewed attention is required to develop the whole society's capacity on preparedness for disaster response & recovery. An efficient capacity would help Bangladesh achieve both Sustainable Development Goals and a developed county status by 2041. UNDP's proposed Disaster Response and Recovery Facility (DRRF) is a vital contribution to this ambition. The proposed Facility will adopt an "economy-wide" approach in addition to focusing on household and community-level recovery. It will primarily support the Ministry of Disaster Management and Relief (MoDMR), and gradually expand its support to selected key sectors at all levels for enhancing national capacity and supporting policy-making for resilient recovery. The DRRF will achieve the following objectives:

A. Implement timely, appropriate and adequate response and recovery assistance to the households, community, and businesses for a quick return to sustainable development pathways & business continuity;

B. Work with development partners, the UN/Cluster systems to support GoB to build its capacity at all levels and sectors for carrying out post-disaster needs assessment, formulating recovery strategy and plans, and mobilizing resources.

C. Support making appropriate policies, financial instruments, and technological innovation on preparedness for recovery and provide coordination support and foster partnership in (early) recovery and shelter sector as part of national priorities in disaster management.

E. Work as, when appropriate, a fund management facility for humanitarian and development agencies to foster a cost-effective and time-efficient mechanism Building on the successes of the Early Recovery Facility project, the facility will continue to focus on rapid- scaling up and effective management of transitions towards development. To achieve this, it will continue to be built on pre-approved funding mechanisms, flexible operational procedures and an active pool of implementing partners and professional human resources. For ensuring timely support to the government in need, the project will follow the Direct Implementation Modality (DIM) of UNDP.

Programme Period: 2018 – 2022
Programme: Resilience and Inclusive Growth
Project Title: **Disaster Response and Recovery Facility (DRRF)**

Award ID: 00113842

Project IDs:
DRRF: 00112092
(Disaster Response & Recovery Facility)
SWM: 00112436 (Solid Waste Management)
C2RP: 00112437 (Comm Recovery & Resilience)
DRM: 00112438 (Disaster Risk Mgt in CXB)
CCP : 00113358 (Community Cohesion in CXB)
COVID: 00120903 (COVID-19 Crisis Response) closed
PDP: 00121369 (Peaceful District Programme-CXB)
MOFCOM: 00127993 (Emergency COVID Response)
TED Program: 00131412 (GoB TED Program)

Project Duration : Oct 2018 – Dec 2022
Management Arrangement :
Direct Implementation (DIM)

Summary of UNDP and Cost-Sharing inputs
Amount in US Dollars

	Total Resources Version-'K'	Version-'L'	Increase / (Decrease)
UNDP			
• TRAC-1 Fund for DRRF (Core)	1,150,000	1,150,000	
• TRAC-1: P.Dev+Research+ CXB	2,754,980	2,754,980	
• TRAC-2: COVID-19 Crisis Resp.	547,000	547,000	
• TRAC-3: Crisis Category II	0	100,000	100,0000
Cost Sharing/HQ FW:			
• Govt. of China (MoFCOM)	1,276,843	1,276,843	
• UNOCHA-CERF	1,689,946	1,689,946	
• HQ-FW GIPS CP: C2RP	319,313	319,313	
• HQ-BPPS-Sida: C2RP	368,965	368,965	
• German Embassy: C2RP	1,250,486	1,250,486	
• UNHCR: C2RP	234,488	234,488	
• SIDA: SWM	5,061,120	5,061,120	
• IOM (ECHO): DRM	645,484	645,484	
• EC (ECHO): DRM	613,155	613,155	
• SDC: DRM	1,226,950	1,226,950	
• UNHCR: DRM	68,442	68,442	
• DFATD-Canada: CCP	4,554,029	4,554,029	
• UNWOMEN (DFID)-C2RP	136,892	136,892	
• Australian Govt. (DFAT)	630,172	630,172	
• JSB (Govt. of Japan)-COVID-19	1,810,286	1,810,286	
• HQ-FW-Rule of Law (Sida): PDP	300,000	300,000	
• HQ-FW Crisis Response	267,500	267,500	
• Government of Bangladesh (WB)	0	3,475,309	3,475,309
• NRP: UNWOMEN & UNOPS	0	20,000	20,000
• **Un-funded**	**26,243,949**	**22,648,640**	**(3,575,309)**
Total Resources in USD	**51,150,000**	**51,150,000**	**0**

Justification: The budget has been revised due to allocation of project resources USD 3,475,309.00 from the Government of Bangladesh (The World Bank Fund) to implement the Training, Exercises & Drills (TED) Program of URP-DDM; TRAC-3 allocation USD 100,000.00 for Response to Flood-2022 (Needs Assessment); and UNWOMEN & UNOPS Contribution US$ 20,000.00 for hiring Consultants for NRP II formulation. However, the total amount of project resources ($ **51.15m**) has not been increased or decreased.

Approved By:

DocuSigned by:
Van Nguyen
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Van Nguyen
Deputy Resident Representative & OIC

Date: 17-Aug-2022

Atlas Project/ Award ID: 00113842	**Annual Work Plan - AWP for the Year 2022** (Version 'L')									
Atlas Output ID: **00112092 (DRRF)**										
Project/ Programme Title:	**Disaster Response and Recovery Facility (DRRF)**									
UNDAF Outcome:	**Relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.**									
Applicable Output(s) from the UNDP Strategic Plan:	**Crisis Prevention and Recovery**									
CPD Outcome:	**Disaster Risk Reduction integrated into development planning (Outcome-3)**									
CPD Output(s):	**The immediate relief and Disaster Response needs of severely disaster affected people are met**									

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget			
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	YEAR 2022 Amount (USD)
Atlas Activity # 1: **Effective DRRF Support**	*1. Activity Result: UNDP has an effective Disaster Response and Recovery Facility in support of the Government of Bangladesh*										
Baseline: 2018 (2 Male) Indicator: i) A set of training plan and guideline developed for UNDP SURGE team ii) Number of UNDP SURGE personnel (Male/Female) ready for deployment: 22 (8 female and 14 male) Related CPD Outcome: 3	*Setting up of CO SURGE capacity-Crisis Prevention and Recovery (in coordination with UNDP HR Unit)*	X	X			UNDP	04000	00012	75700	Training/Workshop/Learning	5,000
Baseline: 2018 Indicator: 2022 Target/Delivrables: Related CPD Outcome: 3	*Capacity Building Trainings of DRRF staffs i.e. attending Workshops, Seminers home and/ or abroad*		X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	5,000
Baseline: 2018 (0) Indicator:Country Office wide SOP/EOP development for emergency response through regional to local level consultation workshop with UNDP Programme and NGO Partners 2022 Target/Delivrables: 02 workshops (30 participants)	*Country Office wide SOP/EOP development for emergency response through regional to local level consultation workshop with UNDP Programme and NGO Partners*	X	X	X		UNDP	04000	00012	75700	Training/Workshop/Learning	6,000
Baseline: 2018 (0) Indicator: # Training/Workshop/Learning/Field and Market Survey 2022 Target/Delivrables: 03 Related CPD Outcome: 3	*Prepardness for Disaster Emergency Response: Landslide/ flood/ cyclone etc/ orientation of potential technical officers,volunteers for emergency response, Shelter and Early Recovery Cluster Partners coordination and development partnerships for disaster response and recovery preparedness and readiness issues*	X	X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	5,000
Service Contract	*Capacity Building & Policy Advocacy Specialist (National)-SC/ NPSA*	X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	35,000
Service Contract	*Shelter Specialist (National) - SC/NPSA*	X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	30,000
Field Mission and DRRF project Advisory Board Meetings	*DRRF Project Advisory Board Meetings and Field Missions*		X	X	X	UNDP	04000	00012	71600	Travel	4,000
			X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	5,000
	Support to GoB-NRP for formulation of NRP Phase-II (UNWOMEN Contb.)		X	X		UNDP	30000	00032	71200	International Consultant	10,000
	Support to GoB- NRP for formulation of NRP Phase-II (UNOPS Contb.)		X	X		UNDP	30000	10008	71200	International Consultant	10,000
	Total of Atlas Activity # 1										**115,000**

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022 Amount (USD)
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code		Budget Description	
Atlas Activity # 2: **National Capacity Enhanced**	**2. Activity Result: National capacity is further enhanced for resilient recovery to protect development gains from recurrent and extensive disasters**											
Baseline: 2018 (0) Indicator: Number of people from Ministry of Disaster Management and Relief (MoDMR), Department of Disaster Management (DDM), Civil Society Organizations (CSOs), Non-government Organizations (NGOs) and other UN Organizations participating in training on Disaster Recovery Assessment 2022 Target/Delivrables:2 Training (90 Participants)	*Capacity building and Training on Disaster Recovery to MoDMR officials, CSOs, Cluster partners and Partner NGOs*	X	X			UNDP	04000	00012	75700		Training/Workshop/Learning	8,000
		X	X			UNDP	04000	00012	71300		Local Consultant	5,000
Baseline: Zero (2020) Indicator: Minimum 6 training 2022 Target/Delivrables: 3 Training Related CPD Outcome: 3	*Fire and Earthquake risks contextualization , enrollment and communication of BNBC-City corporation authority, Ministry of Housing and Public Works, Fire Service & Civil Defence.*		X	X		UNDP	04000	00012	75700		Training/Workshop/Learning	5,000
			X	X		UNDP	04000	00012	71300		Local Consultant	4,000
Baseline: Zero (2020) Indicator: Minimum 3 training/workshop 2022 Target/Delivrables: 3 Training Related CPD Outcome: 3	*Contextualization, dissemination and enrollment of Post Disaster Shelter Recovery Framework at Local Government Level.*			X	X	UNDP	04000	00012	75700		Training/Workshop/Learning	5,000
				X	X	UNDP	04000	00012	71300		Local Consultant	4,000
Baseline: Zero (2020) Indicator: One Online Portal	*Online Training Platform for MODMR supported by a2i*	X	X			UNDP	04000	00012	71300		Local Consultant	6,000
Baseline: Zero (2020) Indicator: Risk Information Platform 2022 Target/Delivrables: One Online Portal	*Piloting on Disaster Risk Information System, Beneficiary Targeting and support to Index for Risk Management (INFORM) with FFWC, BMD and relevant stakeholders*		X	X		UNDP	04000	00012	75700		Training/Workshop/Learning	3,000
Baseline: 2020 (2) Indicator:Number of guideline developed for reform and re-structure of Fire Service and Civil Defense	*Support Reform Initiatives of Fire Service and Civil Defence (FSCD) -Training and Legal Part*	X	X	X	X	UNDP	04000	00012	71300		Local Consultant	13,000
2022 Target/Delivrables: 3 guidelines Related CPD Outcome: 3		X	X	X	X	UNDP	04000	00012	75700		Training/Workshop/Learning	7,000
									Total of Atlas Activity # 2			**60,000**
Atlas Activity # 3: **Disaster Affected Support**	**3. Activity Result : Disaster affected people, community and businesses are supported; and environmental ecosystem restored, to achieve a resilient recovery for continuation of sustainable development goals (SDGs)**											
Baseline: 2020(0) Indicator: # of Innovation 2022 Target/Delivrables: 03 Related CPD Outcome: 3	*Innovation & Digitalization of data : Disaster Risk Data Portal for Union Parishad, Risk reduction on lightning/thunderstorm, forecasting ,eco friendly bricks from river dradged soil , technical support for accelerating SDG implementation*		X	X	X	UNDP	04000	00012	75700		Training/Workshop/Learning	5,000
			X	X	X	UNDP	04000	00012	71300		Local Consultant	3,000
Baseline: 2018 (01) Indicator: # Technical and logistic support to LGIs/ DDM/MoDMR/ CSO events 2022 Target/Delivrables: 03 Related CPD Outcome: 3	*Provide technical and logistic support to LGIs/ DDM/MoDMR/ CSO (Day/event obsrevation and celebration, attending global seminars, publication etc.) and Crisis and disaster Preparedness Support to Local Govt.*		X	X	X	UNDP	04000	00012	75700		Training/Workshop/Learning	15,000
Baseline: 2018 (01) Indicator: # Consultant for Technical support to DDM 2022 Target/Delivrables: 02 Related CPD Outcome: 3	*Provide Consultancy support to DDM/MoDMR/ CSO (Consultant, Study) init's DRM initiatives*	X	X	X	X	UNDP	04000	00012	71300		Local Consultant	8,000
Baseline: 2018 (01) Indicator: # Guideline (Study on Livelihood, Start Up grant for COVID-19 impacted people, IEC material) 2022 Target/Delivrables: 02	*Guideline and Communication Materials including Brochure, UNDP Crisis Response Packages and UNDP Emergency Response Process Documentation*		X	X	X	UNDP	04000	00012	74200		Printing & Publication	4,000
Related CPD Outcome: 3			X	X	X	UNDP	04000	00012	71300		Local Consultant	5,000
									Total of Atlas Activity # 3			**40,000**

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code		Budget Description	YEAR 2022 Amount (USD)
Atlas Activity # 4: Project Management Project Management Support: - HR: Service Contracts - Common Services - Operational Cost	**4. Activity Result: Effective project management, monitoring, evaluation and**											
	Project Manager (National) SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	18,000
	Programme Associate (National) SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	15,000
	Admininistration and Finance Officer (National) SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	15,000
	Driver cum Messenger (National) SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	12,000
	National Consultant- M&E and Reporting	X	X	X	X	UNDP	04000	00012	71300		Local Consultant	10,000
	Conduct Monitoring visits by project staffs and mgt. staffs	X	X	X	X	UNDP	04000	00012	71600		Travel	3,000
	Document/Report Printing and publications/ IEC materials		X	X	X	UNDP	04000	00012	74200		Printing and Publications	3,000
	Common Service- Premises/Rent/ Security/ Clinic	X	X	X	X	UNDP	04000	00012	73100		Rental & Maint-Premises	12,000
	Common services - Communication	X	X	X	X	UNDP	04000	00012	72400		Common Services-Comm	3,000
	Office Stationery and Supplies	X	X	X	X	UNDP	04000	00012	72500		Supplies	3,500
	IT Equipments and Accessories		X	X		UNDP	04000	00012	72800		Information Tech. Equipmt	4,500
	Leased vehicles/ Rent-A-Car	X	X	X	X	UNDP	04000	00012	73400		Leased Vehicles	2,000
	Project Vehicle's Fuel	X	X	X	X	UNDP	04000	00012	72300		Fuel, petroleum, other oils	2,000
	Repair and maintenance-Equipment	X	X	X	X	UNDP	04000	00012	73400		Rental & Maint-other equip	2,000
									Total of Atlas Activity # 4			**105,000**
									Total of Atlas Activity # 1 to 4 (DRRF Core Activity)			**320,000**
Atlas Activity # 5: CO Support for Emergency Crisis Response/ CXB	**5. Activity Result: CO Support for Emergency Crisis Response / CXB/ DAS**											
	Engagement of National Consultants	X	X	X	X	UNDP	04000	00012	71300		Local Consultant	60,000
	Engagement of National UN Volunteer	X	X	X	X	UNDP	04000	00012	71500		UN Volunteer	15,000
	Organize training, workshop, meeting, seminar etc.	X	X	X	X	UNDP	04000	00012	75700		Training/Workshop/Learning	15,000
	Research/ Study/ Survey/ Project development	X	X	X	X	UNDP	04000	00012	72100		Contractual Services-Co	10,000
									Total of Atlas Activity # 5			**100,000**
Atlas Activity # 6: Support-RIG Cluster Prog. Operation HR: Service Contract Common Services Operational Cost	**6. Acivity Result: Effective Operations of Resilience & Inclusive Growth Cluster Programme**											
	CO/RIG: International UN Volunteer	X	X	X	X	UNDP	04000	00012	71500		UN Volunteer	36,000
	RIG: Administration & Finance Officer-SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	18,000
	RIG: Programme Associate-SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	15,000
	RIG: Project Officer / Experts - SC/NPSA	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	30,000
	RIG: Project Assistant/ Research Assistants	X	X	X	X	UNDP	04000	00012	71400		Service Contract-Individual	28,000
	Common Service-Premises/Security/Clinic	X	X	X	X	UNDP	04000	00012	73100		Rental & Maint-Premises	3,000
	Communication/ E-mail, Internet, ICT help-desk	X	X	X	X	UNDP	04000	00012	72400		Communications	2,000
									Total of Atlas Activity # 6			**132,000**

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022 Amount (USD)
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	
Atlas Activity # 7: RIG Cluster - Development of Project Proposal on Climate Change, GCF, GEF	**7. Activity Result: Pipeline Project Development on Climate Change, GCF and GEF (Heritage, Indigenious, Climate Finance, Green growth etc.)**										
	Research/ Study/ Survey/ Proposal Development	X	X	X	X	UNDP	04000	00012	72100	Contractual Services-Co	-
	Organize training, workshop, meeting, seminar etc.	X	X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	-
									Total of Atlas Activity # 7		**-**
Atlas Activity # 8: Establish CO Research Facility HR: Service Contract Common Service Operational Cost	**8. Activity Result: Establish Research Facility for BGD CO**										
	Research Officer-4 (SC/NPSA)	X	X	X	X	UNDP	04000	00012	71400	Service Contract-Individual	85,000
	UN Volunteer-1 National	X	X	X	X	UNDP	04000	00012	71500	UN Volunteer	14,000
	Communication/ E-mail, Internet, ICT help-desk	X	X	X	X	UNDP	04000	00012	72400	Communications	1,500
	Computer Software Renewal	X	X	X	X	UNDP	04000	00012	73300	Maint & Licencing-Software	1,500
	Printing & Publications / Knowledge product	X	X	X	X	UNDP	04000	00012	74200	Printing and Publications	2,000
	Collaborative Research/ Conference/ Workshop/ Meeting	X	X	X	X	UNDP	04000	00012	75700	Training, Workshops, Confer	2,000
	Low Value Grants with NSU for LDC Graduation Study	X	X	X		UNDP	04000	00012	72600	Grants	18,980
	IT Equipments and Accessories		X	X		UNDP	04000	00012	72800	Information Tech. Equipmt	1,000
	Travel/ Mission	X	X	X	X	UNDP	04000	00012	71600	Travel	1,500
									Total of Atlas Activity # 8		**127,480**
Atlas Activity # 9: RIG Cluster - Sundarban Area Based Programme Engaging IC and Institution for Proposal Development, Workshop and Operational Cost.	**9. Activity Result: Effective operations of Sundarban Area-based Programme**										
	Individual Consultants/Experts-National	X	X	X	X	UNDP	04000	00012	71300	Local Consultant	45,000
	Research/ Study/ Survey/ Proposal Development	X	X	X	X	UNDP	04000	00012	72100	Contractual Services-Co	15,000
	Organize training, workshop, meeting, seminar etc.	X	X	X	X	UNDP	04000	00012	75700	Training/Workshop/Learning	24,000
	Travel for field visit/ mission	X	X	X	X	UNDP	04000	00012	71600	Travel	5,000
	Stationery and Office Supplies	X	X	X	X	UNDP	04000	00012	72500	Supplies	5,000
	Leased Vehicles for Field Mission	X	X	X	X	UNDP	04000	00012	73400	Leased Vehicles	6,000
									Total of Atlas Activity # 9		**100,000**

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022 Amount (USD)
Components or major interim Results of the project ; To be shown as Activities in Atlas	*Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas*	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description		
Atlas Activity # Recovery Needs Assesment: Support the Response to Flood in Bangladesh	***9. Activity Result: Support the Government in Assessment of Damage, Loss and Needs through generation of data on recovery related impact at the flood affected areas.***											
Engaging international and National Consultants and Workshops and Field Mission	*Developing a recovery strategy for the flash flood of July 2022 in the Sunamganj*			X	X	UNDP	04120	00012	71200	International Consultant		30,000
	Conduction of KII/FGD - Local Community, Disaster Management Committees, and impacted sector-specific GoB's officials			X	X	UNDP	04120	00012	71300	Local Consultant		20,800
	Data Collection by field facilitators, enumerator's training, data analysis, and validations; and workshop, meeting, seminar etc.			X	X	UNDP	04120	00012	75700	Training/Workshop/Learning		36,000
	Travel for M&E and Field visit/ mission			X	X	UNDP	04120	00012	71600	Travel		5,010
	Stakeholders Consultation meeting with various sectors impacted by the flood			X	X	UNDP	04120	00012	75700	Training/Workshop/Learning		3,840
	Validation and dissemination of Recovery strategy through workshop & meetings			X	X	UNDP	04120	00012	75700	Training/Workshop/Learning		4,350
									Total of Atlas Activity # Recovery Needs Assessment			**100,000**
									Total 2022 DRRF Project Budget			**879,480**

Summary of AWP of DRRF 2022 (Project ID-00112092 Award ID: 00113842):

Total Budget by Output	Output/ Atlas Activity	Amount US$
	Atlas Activity: ACTIVITY 1 (DRRF : Effective DRRF in Support of the GoB)	115,000
	Atlas Activity: ACTIVITY 2 (DRRF : National Capacity Development)	60,000
	Atlas Activity: ACTIVITY 3 (DRRF : Disaster Affected Support)	40,000
	Atlas Activity: ACTIVITY 4 (DRRF: Project Management)	105,000
	Atlas Activity: ACTIVITY 5 (CO Support for Emergency Crisis Response / CXB/ DAS)	100,000
	Atlas Activity: ACTIVITY 6 (RIG Cluster Programme Operational Support)	132,000
	Atlas Activity: ACTIVITY 7 (RIG Cluster: Pipeline Dev-GCF/GEF/Plastic/Biodiversity etc)	-
	Atlas Activity: ACTIVITY 8 (CO Research Facility)	127,480
	Atlas Activity: ACTIVITY 9 (Sundarban Area Based Programme)	100,000
	Atlas Activity: COVID-19 (Response to COVID-19 Pandemic)	-
	Atlas Activity: RECOV.ASSESMENT (Recovery-Needs Assessment)	100,000
	Total Budget:	**879,480**
Total Budget by Fund & Donors	**Donor:**	
	CORE/TRAC-1 FUND : Fund: 04000, Donor: 00012	**759,480**
	CORE/TRAC-3 FUND : Fund: 04120, Donor: 00012	**100,000**
	Donor Fund : (Support to NRP): UNWOMEN Fund: 30000, Donor: 00032	**10,000**
	Donor Fund : (Support to NRP): UNOPS Fund: 30000, Donor: 10008	**10,000**
	Total Budget	**879,480**
Total by Implementing Agency	**Implementing Agency:**	
	UNDP: 001981	**879,480**
	NIM :	-
	Total Project Budget:	**879,480**

CO DAS Fund/ Co-Finance:11888   2,345,286.00   3,224,766

17-Aug-2022

Shah Zahidur Rahman
Project Manager a.i
Date: 04-08-2022

Arif Abdullah Khan
Programme Analyst

Prasenjit Chakma
Assistant Resident Representative

Van Nguyen
Deputy Resident Representative & OIC

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

United Nations Development Programme

2 August 2022

Empowered lives.
Resilient nations.

Dear Mr. Mukerjee,

I am pleased to inform you that we have approved USD 100,000 (One Hundred Thousand) to support the response to the flood in Bangladesh. In accordance with TRAC 1.1.3 guidelines, please note that these funds should be used to support coordination efforts, needs assessments, and initiating early recovery frameworks. Funding will be made available from TRAC 1.1.3 (Response to Sudden Crises Category II Window of TRAC 1.1.3, ATLAS fund code: 04120; donor code 00012).

We have established the authorized spending limit (ASL) in ATLAS to facilitate immediate response. Kindly note that the implementation of this allocation must strictly adhere to the established corporate policies and procedures as prescribed in the POPP. As the Head of the UNDP Country Office in Bangladesh, you will be held fully accountable for the effective and prudent use of the funds allocated to your office for the intended purposes. The planned project activities as presented in the proposal must be completed within 6 months of the allocation date.

Please do not hesitate to contact your focal point in the Country Support Management Team for Asia Pacific, Rebecca Reynolds (rebecca.reynolds@undp.org) for any additional support that you might require. We look forward to working with you and your team in supporting your office on crisis response.

Yours sincerely,

George Conway
Deputy Director
Crisis Bureau

Mr. Sudipto Mukerjee
Resident Representative
UNDP Bangladesh

cc: Ms. Kanni Wignaraja, Assistant Administrator and Director, RBAP
Mr. Christophe Bahuet, Deputy Assistant Administrator and Deputy Director, RBAP
Ms. Van Nguyen, Deputy Resident Representative, UNDP Bangladesh
Mr. Janthomas Hiemstra, Head of Country Support Management Team, Crisis Bureau
Ms. Rebecca Reynolds, Country Support Management Team leader for Asia Pacific, Crisis Bureau

Bangladesh Country Office

Ref: 2022/BCO/058

04 August 2022

Dear Mr. Mukerjee,

Subject: Letter of commitment

UN Women presents its compliments and greetings to UNDP.

This is in reference to the hiring of an international consultant for formulation of National Resilience Programme (NRP), phase two, I am pleased to inform that UN Women supports and confirms its commitment to UNDP along with the other two agencies for contribution of USD 10,000 for drafting the PRODOC.

With assurance of our highest consideration.

Yours Sincerely,

Diya Nanda
Officer in Charge
UN Women Bangladesh

Mr. Sudipto Mukerjee
Resident Representative
UNDP Bangladesh
IDB Bhaban (18th Floor), Sher-e-Bangla Nagar
Agargaon, Dhaka

CC: Prasenjit Chakma, Assistant Resident Representative, Resilience & Inclusive Growth Cluster, UNDP
Arif Abdullah Khan, Programme Specialist (Climate change & Disaster Risk Management), UNDP

Country: BANGLADESH
Project Initiation Plan

Project Title	:	**Training, Exercises and Drills (TED) Program**
Project/ Award ID	:	00113842
Atlas Project/Output ID	:	00131412

Expected UNSDCF/SP Outcome(s): 2. By 2026, ecosystems are healthier, and all people, in particular the most vulnerable and marginalized in both rural and urban settings, benefit from and contribute to, in a gender responsive manner, a cleaner environment, an enriched natural resource base, low carbon development, and are more resilient to climate change, shocks and disasters.

Expected CPD Output(s): 2.2 Institutions have strengthened capacities to develop, manage and deliver policies, strategies, and actions to improve ecosystem health and manage dynamic risks, such as climate change, disasters, pandemics, and humanitarian crises.

Initiation Plan Start/End Dates	**:**	01 June 2022 to 30 September 2023
Implementing Partner	**:**	**UNDP**

Brief Description

Bangladesh has made considerable progress in managing emergency and disaster risks over the last few decades. However, with rapid urbanization, the country will likely face more frequent and intensive urban emergencies if not managed well. The Training, Exercises and Drills (TED) programof the Urban Resilience Project (URP) (DDM-Part) under the Ministry of Disaster Management and Relief (MoDMR) in technical collaboration with UNDP Bangladesh, aims to design for providing Training, Exercises and Drills to national agencies involved for operationalizing integrated emergency management (EM) system in the urban context. The main objective of the TED Program is to strengthen capacity of the Government of Bangladesh (GoB) officials from six key agencies which are: (1) Ministry of Disaster Management and Relief (MoDMR), (2) Department of Disaster Management (DDM), (3) Fire Service and Civil Défense (FSCD), (4) Dhaka North City Corporation (DNCC), (5) Dhaka South City Corporation (DSCC), (6) Sylhet City Corporation (SCC). Along with training on Basic Disaster Risk Management, Emergency Operation Plan, international accreditation like IAEM and INSARAG, the policy guidelines on Emergency Operation Plan of these agencies will also be formulated. Through TED, to continue the sustainability and retention of capacity building, a pool of experts via Training of Trainers (ToT) will also be provide involving the state-of-the-art institutions of international standards. Through the fifteen-month long (June 2022 – September 2023) capacity building programme implemented by the URP with the technical assistance of United Nations Development Program (UNDP) Bangladesh and funded by the World Bank, Bangladesh will therefore have a better and strengthened technical capacity to manage and respond to urban emergency with policy, strategy, and action to become more resilient.

Programme Period: June 2022 – Sep 2023 Programme : Resilience and Inclusive Growth Project Title : Training, Exercise and Drills (TED) Program (URP-DDM) Atlas Award ID : 00113842 Atlas Project/Output : 00131412 Gender Marker : GEN1	**Total resources required : USD 3,475,309** **Total allocated resources : USD 3,475,309** Government of Bangladesh : USD 3,475,309 UNDP : USD 0 Others : USD 0 **Total : USD 3,475,309**

Agreed by UNDP:

Van Nguyen,
Deputy Resident Representative & OIC

17-Aug-2022

I.   PURPOSE AND EXPECTED OUTPUT

UNDP is a long-standing partner of the Government of Bangladesh for disaster risk management. UNDP successfully managed Comprehensive Disaster Management (CDMP) in two phases (during 2004-2014) is one of the disaster management programme in South-Asia which laid the foundations of disaster management culture in Bangladesh. One of the major focuses of the CDMP was establishing efficient emergency management system through introducing Disaster Management Act 2012, revising Sanding orders on Disasters (SoD) and developing National plan for Disaster Management (NPDM). For mainstreaming these acts and policies, UNDP put huge effort on strengthening national and local level Search and Rescue (SAR) capabilities. Developed modules on Principles of Urban Search and Rescue Operations; Search and Rescue Techniques; Trained 30,000 community volunteers as 'first line of defense' in the urban areas. UNDP also supported the GoB in establishing National Disaster Response Coordination Centre (NDRCC) in MoDMR and was equipped to support decision making through the timely delivery of information to apex committees under the Standing Orders on Disaster (SOD) and established 25 Disaster Focal Points in 13 ministries and departments. Moreover, 6,712 professionals across the government increased their knowledge and skills on disaster management.

Along with the CDMP, UNDP has also conducted a series of successive facilities serving as mechanisms for funding and implementing disaster and emergency relief and recovery interventions. Each iteration of these facilities – the Disaster Relief and Response Facility (DRRF 2004-2007), the Disaster Response Facility (DRF 2008-2010), and the Early Recovery Facility (2011-2017) and presently running Disaster Response and Recover Facility (2018-2022) – has adjusted to changes in the development and humanitarian landscape to best provide support to affected people and to the GoB. Through these facilities, UNDP has supported the development of Bangladesh's current humanitarian coordination architecture and chaired the country's standing Early Recovery Cluster and co-chaired its Shelter Cluster. The current phase of DRRF is serving the affected communities, businesses and providing support to augment government capacity when large-scale recovery support is required following natural and man-made disasters and emergencies from the project's initiation to achieve the objectives.

Furthermore, UNDP has a wide range of experience globally in developing Emergency Operation Plan (EOP) and Emergency Operation Centre (EOC), like recently, UNDP has developed EOC for 6 cities in India and EOP for 21 islands in the PNG. UNDP also has long-term partnership agreement with different technical institutes like RedR, MSB, ADPC etc. for improving and conducting EOP and EOC processes. Being UN agency, UNDP has a strong linkage with UNOCHA, INSARAG and IAEM for conducting emergency response simulation exercises in different countries. Recently ASEAN Regional Disaster Response Simulation Exercise (ARDEX) has conducted by UNDP. UNDP is committed to meeting international standards of quality and accountability. Hence, UNDP is fully ready to carry out the Training Exercises and Drills (TED) Programme of the Urban Resilience Project (DDM Part).

Therefore, considering the present requirement of the related disaster recovery capacity enhancement of the six key government organizations, UNDP is providing this technical assistance for conducting mentioned Training, Exercise and Drill (TED).

Purpose:

The main purpose of this technical support is to strengthen the capacity of six key Government of Bangladesh agencies to respond to emergency events and strengthen systems to reduce the vulnerability of future building construction to disasters in Dhaka and Sylhet city.

The specific objectives of the assignment are:

- Finalize the training plan, review & update disaster and emergency management training/course materials, conduct training to national-level and local-level agencies involved in DRM, and support the EOPs.

- Design and conduct exercises and drills for national-level and local-level agencies involved in DRM and aim at operationalizing and testing the EOP

- Facilitate eligibility of internationally recognized accreditation programs such as IAEM, INSARAG, etc. and overseas training programs

- Prepare/update Emergency Operations Plan (EOP) for Ministry and City Corporation level: linking SODs and recommending required modification/updating of the existing disaster management policy/guidelines.

Expected Outputs:

Output 1: Conduction of Inception meetings and other coordination meetings with various stakeholders;

Output 2: Design/Review/Update the Training Curriculum and Course Materials;

Output 3: Conduction of General Training and Tracking System;

Output 4: Facilitation and Training of selected 25 key DRM professionals for IAEM Certification;

Output 5: Development and institutionalizing the Emergency Operations Plans (EOP) at the Ministry, FSCD and City Corporation level;

Output 6: INSARAG National Accreditation Process for FSCD's -certified USAR (Urban Search And Rescue) team;

Output 7: Project Implementation and Monitoring;

II. MANAGEMENT ARRANGEMENTS

This technical support is planned to provide as per the agreement/LoA between UNDP and the Urban Resilience Project of the Department of Disaster Management (DDM) under the Ministry of Disaster Management and Relief (MoDMR) of GoB. This support will implement and manage by the Disaster Response and Recovery Facility (DRRF) under the direct supervision of the Project Manager, DRRF and the overall guidance of the Programme Analyst (Climate Change & Disaster Risk Management), R&IG Cluster.

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Atlas Project/ Award ID : 00113842	:	**Annual Work Plan - AWP for the Year 2022 (Version 'A')**	
Atlas Output ID : 00131412	:		
Project/ Programme Title:	:	**Training, Exercise and Drills - TED Program (URP-DDM)**	
UNDAF Outcome	:	Relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.	
Applicable Output(s) from the UNDP Strategic Plan	:	Outcome 3: Strengthen resilience to shocks and crises	
CPD Outcome	:	Outcome 2: By 2026, ecosystems are healthier, and all people, in particular the most vulnerable and marginalized in both rural and urban settings, benefit from and contribute to, in a gender responsive manner, a cleaner environment, an enriched natural resource base, low carbon development, and are more resilient to climate change, shocks and disasters.	
CPD Output(s)	:	Output 2.2: Institutions have strengthened capacities to develop, manage and deliver policies, strategies, and actions to improve ecosystem health and manage dynamic risks, such as climate change, disasters, pandemics, and humanitarian crises.	

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022 Amount (USD)	
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description			
Atlas Output/Activity # 1: Conduction of Workshops and Meetings		**1. Activity Result: Successfully conducted Inception meetings and other coordination meetings with various stakeholders**												
Indicators: 1.1 Number of inception meetings conducted; 1.2. Number of participants from number of related agencies participated in the inception meetings and be aware about the project; 1.3 Number of periodic review/monitoring/coordination meetings conducted with key stakeholder; Baseline: 20122 (0) 2022 Target/Delivrables: 7 Inception meetings with 320 participants, 18 periodic review/monitoring/consultation meetings	ACTIVITY 1.1	1.1 Conduction of project inception meeting/ workshops with all stakeholders at national level	X				UNDP	30071	00064	75700	Training/Workshop/Learning		21,295	-
	ACTIVITY 1.2	1.2 Conduction of inception meeting/ workshops for 6 Agencies (MoDMR, DDM, FSCD, DNCC, DSCC, SCC)	X	X			UNDP	30071	00064	75700	Training/Workshop/Learning		24,870	-
	ACTIVITY 1.3	1.3 Conduction of Periodic Review/ Monitoring/ Consultation Meetings	X	X	X		UNDP	30071	00064	75700	Training/Workshop/Learning		7,350	
											Total of Atlas Output/Activity # 1		**53,515**	
Atlas Output/Activity # 2: Design/Review/Update the Training Curriculum and Course Materials		**2. Activity Result: Successfully designed/review/edupdated the Training Curriculum and Course Materials**												
Indicators: 2.1. Number of curriculum and training courses developed and finalized in both English and Bangla on 'basic disaster management', 'IAEM Certification process', 'EOP & EOC' and 'ECT' 2.2. Number of ToT course materials developed and finalized in both English and Bangla on agency specific 'EOP process development and EOP management' and 'Incident Command System and Public Information' Baseline: 2022 (0) 2022 Target/Delivrables: 30 training lessons on basic DRM, IAEM cerification; 2 sets of ToT on EOC and EOPs;	ACTIVITY 2.1	2.1 Review/update and finalize the curriculum and training courses for Basic Disaster Risk Management (Total 06 lessons)	X	X			UNDP	30071	00064	72100	Contractual Services-Companies		43,950	-
	ACTIVITY 2.2	2.2 Review/update and finalize the curriculum and training courses for International Association of Emergency Managers Certification IAEM (Total 15 lessons)	X	X			UNDP	30071	00064	72100	Contractual Services-Companies		30,900	-
	ACTIVITY 2.3	2.3 Review/update and finalize the curriculum and training courses for Emergency Operations Plan (EOP) / Emergency Operations Centre (EOC).	X	X			UNDP	30071	00064	72100	Contractual Services-Companies		42,350	-
	ACTIVITY 2.4	2.4 Design course materials for TOT on EOP process development and EOC management including guidance notes and prescribe format for developing agency specific EOPs (MoDMR, DDM, FSCD, DNCC,DSCC & SCC)			X		UNDP	30071	00064	72100	Contractual Services-Companies		19,450	-
	ACTIVITY 2.5	2.5 Design course materials for TOT on Introduction to the Incident Command System and Public Information for the Senior Management level Government officials		X			UNDP	30071	00064	72100	Contractual Services-Companies		20,000	-
	ACTIVITY 2.6	2.6 Review/update and finalize the curriculum and training courses for Fundamentals of Emergency Information and Communications Technology-ECT		X	X		UNDP	30071	00064	72100	Contractual Services-Companies		22,360	-
											Total of Atlas Output/Activity # 2		**179,010**	-

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EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	YEAR 2022 Amount (USD)	
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4							
Atlas Output/Activity # 3: Conduction of General Training and Tracking System		**3. Activity Result : Successfully conducted intended trainings and developed tracking system**											
Indicators: 3.1 Number of training program successfully delivered; 3.2 Number of officials participated in the training courses from key stakeholders; 3.3 Percentage of knowledge level of participants enhanced on the trained issues reported by the pre and post assessment; 3.4 An excel/access-base Tracking Tool for training monitoring, database management and knowledge inventory successfully developed, launched and functional **Baseline:** 2022(0) **2022 Target/Delivrables:** 16 batches training conduction; 160 officials trained; 1 set of tracking tool developed and functional;	**ACTIVITY 3.1**	*3.1 Conduction of Training on Basic Disaster Risk Management -DRM*			X		UNDP	30071	00064	75700	Training/Workshop/Learning	193,700	
		3.1 Conduction of Training on Basic Disaster Risk Management -DRM			X		**014970 DDSCR**	30071	00064	72100	Contractual Services-Companies	70,000	
	ACTIVITY 3.2	*3.2 Conduction of Training on Fundamentals of Emergency Information and Communications Technology-ECT Operations*			X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	20,570	
	ACTIVITY 3.3	*3.3 Conduction of refresher training on Search and Rescue (SAR) equipment*			X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	71,202	
	ACTIVITY 3.4	*3.4 Developing an excel/access-based Tracking Tool for Training monitoring and training data base storage as knowledge bank inventory*			X	X	UNDP	30071	00064	74200	Audio Visual&Print Prod Costs	7,750	
											Total of Atlas Output/Activity # 3	**363,222**	
Atlas Output/Activity # 4: Facilitation and Training of selected 25 key DRM professionals for IAEM Certification		**4. Activity Result: Successfully facilitated and conducted trainings of selected 25 key DRM professionals for IAEM Certification process**											
Indicators: 4.1 Successfully established a collaborative relationship with IAEM (International Association of Emergency Managers) for assisting and mentorship for IAEM certification process; 4.2 Successfully developed a core team consists of nominated participated from National Disaster Management Authority and 6 key stakeholder agency for IAEM certification process; 4.3 Percentage of selected participants successfully completed the planned 100 hours of Prerequisites Emergency Management Training for IEMA certification process; 4.4 Successfully developed preparatory training materials in English on IAEM certification by considering national, global and FEMA specific lessons for selected participants; 4.5 Percentage of trained participants successfully passed in the appeared mock tests on IEMA certification examination; 4.6 Percentage of the IAEM certification examination appeared participants successfully obtained IAEM certificate; **Baseline:** 2022(0) **2022 Target/Delivrables:** A core team with 25 participants; 80% of participants completed 100 hours courses, 80% of participants passed in mock test;	**ACTIVITY 4.1**	*4.1 Collaboration with the IAEM Regional Office and build a core team consisting of the National Disaster Management Authority, Six Agency Representatives, and Mentor deployed by the IAEM*			X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	32,350	
	ACTIVITY 4.2	*4.2 Conduction of 100 hrs of Prerequisites Emergency Management Training for 25 participants from six agencies*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	86,100	
	ACTIVITY 4.3	*4.3 Preparatory training preparation on IAEM certification -national, Global and FEMA specific lesson preparation in Bangla and English for the preliminary selected Emergency Management participants from six agencies*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	5,400	
	ACTIVITY 4.4	*4.4 Preparation for IAEM certification exam through taking three (03) mock tests (with suitable time intervals) of the trained participants*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 4.5	*4.5 Registration for IAEM certification for 25 GoB Officials to ensure participants' attendance at the certification exam*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
											Total of Atlas Putput/Activity # 4	**123,850**	

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	YEAR 2022 Amount (USD)	
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4							
Atlas Output/Activity # 5: **Development and institutionalizing the Emergency Operations Plans (EOP) at the Ministry, FSCD and City Corporation level**		*5. Activity Result: Emergency Operations Plans (EOP) developed and institutionalized the at the Ministry, FSCD and City Corporation level*											
	ACTIVITY 5.1	*5.1 Conducting TOT for by International Institute on EOP process development and EOC management*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
Indicators: 5.1 Number of previously trained (supported from this project) government officials successfully completed ToT course on 'EOP Process Development' and 'EOC Management' from abroad; 5.2 Number of senior level government officials successfully completed ToT course on 'Introduction to the Incident Command System and Public Information' from abroad; 5.3 Number of officials from key stakeholder agencies participated in training course on 'Basic Components of EOP and EOC' 5.4 Percentage of knowledge level of participants enhanced on the trained issues reported by the pre and post assessment; 5.5 Number of EOP and EOC successfully drafted bon 'Basic Components of EOP and EOC' 5.6 Number of Tabletop Exercise (TTX) on 'EOP management' and 'EOC function' successfully conducted with of key stakeholders; 5.7 Number of drills on the 'EOP and EOC' successfully conducted with the active participation of key stakeholders; 5.8 Successfully disseminated, validated and finalized the development process of 6 agency specific EOPs and EOCs through an workshop **Baseline:** 2022(0) **2022 Target/Delivrables:** 20 officials participated in	**ACTIVITY 5.2**	*5.2 Conducting TOT on Introduction to the Incident Command System and Public Information for the Senior Management level Government officials*		X			UNDP	30071	00064	75700	Training/Workshop/Learning	117,420	
	ACTIVITY 5.3	*5.3 Conduction of Training on basic components of EOP and EOC for 06 Agencies Staff*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	133,150	
	ACTIVITY 5.4	*5.4 EOP and EOC Drafting for MoDMR and DDM by International and National Consultant(s)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	12,075	
	ACTIVITY 5.5	*5.5 EOP and EOC Drafting for FSCD and 3 City Corporations by International and National Consultant(s)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	19,613	
	ACTIVITY 5.6	*5.6 Tabletop Exercise on EOP management and EOC function for MoDMR and DDM Participants*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 5.7	*5.7 Tabletop Exercise on EOP management and EOC function for FSCD Staff*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 5.8	*5.8 Tabletop Exercise on EOP management and EOC function for 03 City Corporation Staff*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 5.9	*5.9 Conducting Agency Specific Drill for 06 Agencies (MoDMR, DDM, FSCD and 3 City Corporations)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 5.10	*5.10 One multi-agency Functional exercise (Drill)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 5.11	*5.11 National workshop for validation and finalization of all 6 agency Specific EOP and EOC*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
		Total of Atlas Output/Activity # 5										**282,258**	
Atlas Output/Activity # 6: INSARAG National Accreditation Process for FSCD's -certified USAR (Urban Search And Rescue) team		*6. Acivity Result: Successfully facilitated the INSARAG National Accreditation Process for FSCD's -certified USAR (Urban Search And Rescue) team*											
	ACTIVITY 6.1	*6.1 Consultation meeting: Support to FSCD in developing National framework through forming a Core Team consisting of the National Disaster Management Authority, FSCD Authority, to initiate the process of INSARAG accreditation as per country context and needs.*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	17,300	
Indicators: 6.1 Successfully established a collaborative relationship with INSARAG authority and formation of a core team consisting of the National Disaster Management Authority and FSCD Authority for initiate the process of INSARG accreditation; 6.2 Conduct a self capacity assessment of the core team for INSARAG accreditation process and reviewed the assessment by the INSARAG Technical Support Group (TSG); 6.3 Percentage of capacity gap issues (suggested by INSARAG review on FSCD's National USAR team's capacity) addressed for developing training curriculum and materials; 6.4 Successfully developed policy papers and guidelines for supporting INSARAG related policy; 6.5 Number of FSCD officials participated in training courses and drills on INSARAG accreditation process; 6.6 Number of 'Quarterly Progress Monitoring' report on feedbacks suggested by INSARAG team for INSARG certification; **Baseline:** 2022(0)	**ACTIVITY 6.2**	*6.2 Self -evaluation of FSCD's present capacity by Core Team for accreditation process; issuance of letter to INSARAG Secretariate to initiate the process of INSARAG accreditation by GOB (MoDMR/MOHA)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	10,625	
	ACTIVITY 6.3	*6.3 Review of "Self-Assessment of FSCD's present capacity for INSARAG accreditation" by INSARAG Technical Support Group (TSG)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	5,594	
	ACTIVITY 6.4	*6.4 Conduct and develop training curriculum and training courses materials to address capacity gaps suggested by INSARAG's assessment on FSCD's National USAR Medium Team eligibility*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	52,625	
	ACTIVITY 6.5	*6.5 Conduct and develop policy papers and guidelines materials to address policy support documents suggested by INSARAG's assessment team*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 6.6	*6.6 Develop curriculum and conduct training and drill courses including improving training tools and facilities for FSCD's staff to address the FSCD's capacity needs on human resource development and equipment needs as suggested by INSARAG's assessment team*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
	ACTIVITY 6.7	*6.7 Quarterly Progress monitoring report on feedbacks suggested by INSARAG team for INSARAG certification*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	
		Total of Atlas Output/Activity # 6										**86,144**	

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Donor	Budget Code	Budget Description	YEAR 2022 Amount (USD)	
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4							
Atlas Output/Activity # 7: Project Implementation and Monitoring		**7. Activity Result: Project Implementation and Monitoring**											
		7.1 Engagement of TED Key Professionals											
	ACTIVITY 7.1.1	Team Leader (01: National)		X	X	X	UNDP	30071	00064	61100	Salary Costs - NP Staff	37,800	
	ACTIVITY 7.1.2	Project Manager (01: National)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	30,000	
	ACTIVITY 7.1.3	Curriculum and Exercise Development Specialist (01 : National)		X	X	X	UNDP	30071	00064	71300	Local Consultants	25,800	
	ACTIVITY 7.1.4	Disaster and Emergency Technology Specialist (01 : International)		X	X	X	UNDP	30071	00064	71200	International Consultants	26,000	
	ACTIVITY 7.1.5	Emergency Response Operations Expert (01 : International)		X	X	X	UNDP	30071	00064	71200	International Consultants	26,000	
		7.2 Engagement of TED Non-Key Professionals										-	-
	ACTIVITY 7.2.1	Programme Management Support Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	12,000	
	ACTIVITY 7.2.2	Coordination and Liaison Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	12,000	
	ACTIVITY 7.2.3	Communication, Documentation & Reporting Officer (02)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	13,200	
	ACTIVITY 7.2.4	Programme Officer/Associate (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	12,000	
Indicators: 7.1 Monitoring and Evaluation plan successfully developed and operationalized; 7.2 Number of monitoring/progress report prepared and disseminated; 7.3 Number of Back to Office Report (BTOR) prepared and submitted by UNDP management and project staff; Baseline: 2022(0) 2022 Target/Delivrables: 1 set of M&E planned developed; 6 Monitoring/progress report prepared; 3 BTOR prepared;	**ACTIVITY 7.2.5**	Finance & Admin Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	15,000	
	ACTIVITY 7.2.6	Procurement Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	15,000	
	ACTIVITY 7.2.7	ICT Support Associate (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	7,200	
		7.3. General Operating and Recurring Expenses										-	
	ACTIVITY 7.3.1	Office Rent and Utilities		X	X	X	UNDP	30071	00064	73100	Common Services-Premises	14,000	
	ACTIVITY 7.3.2	Office Stationeries and Supplies		X	X	X	UNDP	30071	00064	72500	Stationery & Other Office Supp	6,000	
	ACTIVITY 7.3.3	Printing, Photocopy, Courier and Documentation		X	X	X	UNDP	30071	00064	74200	Printing and Publications	15,000	
	ACTIVITY 7.3.4	Communications/ Mobile Phone/ Internet charges		X	X	X	UNDP	30071	00064	72400	Common Services-Comms	7,800	
		7.4 Travel and Logistics expenses										-	
	ACTIVITY 7.4.1	Travel & DSA - Local		X	X	X	UNDP	30071	00064	71600	Travel	6,000	
	ACTIVITY 7.4.2	Travel & DSA - International		X	X	X	UNDP	30071	00064	71600	Travel	12,000	
	ACTIVITY 7.4.3	Local Transportation/ Leased Vehicles/ Rent-A-Car		X	X	X	UNDP	30071	00064	73400	Leased Vehicle	12,000	
		7.5 Office Equipment and Furnitures cost										-	
	ACTIVITY 7.5.1	Office Equipment and ICT Software (Desktop/Laptop Computer, Printer, Photocopier, Multimedia Projector, Camera, Tab/Mobile Phones, Adobe Acrobat Software, MS Project Software etc)		X	X	X	UNDP	30071	00064	72200	Equipment and Furniture	25,000	
	ACTIVITY 7.5.2	Office Furniture and Fixtures		X	X	X	UNDP	30071	00064	72200	Equipment and Furniture	15,000	
		7.6 Monitoring & Evaluation Plan, Back to office report, Indirect project cost etc										-	
	ACTIVITY 7.6.1	Monitoring & Evaluation Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	15,000	
	ACTIVITY 7.6.2	Project Audit and Spot Checks (OAI/External)				X	UNDP	30071	00064	74100	Audit Fees	-	
	ACTIVITY 7.6.3	Project Monitoring Mission/Travel		X	X	X	UNDP	30071	00064	71600	Travel	2,000	
										Total of Atlas Output/Activity # 7		361,800	
										Total Direct Project Cost		1,449,798	

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022 Amount (USD)	
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description			
	ACTIVITY 7.7	7.7 UNDP General Management Support (GMS): 8%		X	X	X	UNDP	30071	00064	75100		115,984		
											Total TED Project Budget		**1,565,782**	

Summary of AWP of TED Program (Project ID-00131412 Award ID: 00113842):			**YEAR 2022**
Total Budget by Output	**Output**	**Atlas Output/ Activity**	**Amount in US$**
	Output 1	Atlas Output/ Activity: ACTIVITY 1 (1.1 - 1.3)	53,515
	Output 2	Atlas Output/ Activity: ACTIVITY 2 (2.1 - 2.6)	179,010
	Output 3	Atlas Output/ Activity: ACTIVITY 3 (3.1 - 3.4)	363,222
	Output 4	Atlas Output/ Activity: ACTIVITY 4 (4.1 - 4.5)	123,850
	Output 5	Atlas Output/ Activity: ACTIVITY 5 (5.1 - 5.11)	282,258
	Output 6	Atlas Output/ Activity: ACTIVITY 6 (6.1 - 6.7)	86,144
	Output 7	Atlas Output/ Activity: ACTIVITY 7 (7.1.1 - 7.6.3)	361,800
		Atlas Output/ Activity: ACTIVITY 7.7 GMS 8%	115,984
		Total Budget:	**1,565,782**
Total Budget by Fund & Donors		**Donor:**	
		Govt. of Bangladesh Fund : Fund Code: 30071, Donor Code: 00064	1,565,782
		Other Donor Fund :	-
		Total Budget	**1,565,782**
Total by Implementing Agency		**Implementing Agency:**	
		UNDP: 001981	1,495,782
		DU-DSCR: 014970	70,000
		Total Project Budget:	**1,565,782**

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Project Manager a.i
Date: 04-08-2022

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Arif Abdullah Khan
Programme Analyst

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Prasenjit Chakma
Assistant Resident Representative

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Van Nguyen
Deputy Resident Representative & OIC

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

Social and Environmental Screening Template (2021 SESP Template, Version 1)

The completed template, which constitutes the Social and Environmental Screening Report, must be included as an annex to the Project Document at the design stage. Note: this template will be converted into an online tool. The online version will guide users through the process and will embed relevant guidance.

Project Information

Project Information	
1. Project Title	Technical Assistance for Training, Exercises and Drills-TED Program
2. Project Number (i.e. Atlas project ID, PIMS+)	Atlas Project / Output ID-00131412 and Atlas Award ID-00113842
3. Location (Global/Region/Country)	Bangladesh
4. Project stage (Design or Implementation)	Design
5. Date	22-06-2022

Part A. Integrating Programming Principles to Strengthen Social and Environmental Sustainability

QUESTION 1: How Does the Project Integrate the Programming Principles in Order to Strengthen Social and Environmental Sustainability?
Briefly describe in the space below how the project mainstreams the human rights-based approach
As a disaster-prone country Bangladesh, most of the urban area is already susceptible to different climatic hazards. Besides, due to the rapid urbanization, the country will likely face more frequent and intensive urban emergencies if that is not managed well. The Training, Exercises and Drills (TED) programme mainly enhances the emergency management and preparedness capacity at national and local levels for responding to urban disasters. The TED programe is aligned with priority-4 of the SFDRR 2015-2030 as "Enhancing disaster preparedness for effective response and to "Build Back Better"in recovery, rehabilitation and reconstruction". The main purpose of this programme is to strengthen the capacity of six key government agencies in Bangladesh to respond the urban disaster in Dhaka and Sylhet city. The programme also aligned with CPD Output 2.2 under Outcome 2 and UNDP SP 3. Moreover, the programme supports to prepare the Emergency Operation Plan (EOP) and Emergency Operation Center (EOC) management of six key government agencies and developing a pool of experts as per international slandered for addressing urban emergencies and humanitarian response.
Briefly describe in the space below how the project is likely to improve gender equality and women's empowerment
Women and girls are disproportionately affected by any disasters and emergencies. Accordingly, the TED programme thoughtfully included gender equality issues in the prepared curriculum of all capacity-building training courses. With the aim that intended hands-on training, exercises and drills will demonstrate the gender-sensitive issues. In addition, the programe is targeted to enhance the capacity of the 765 government officials, including 10% of female officials from six key government agencies, based on their availability in the targeted group.
Briefly describe in the space below how the project mainstreams sustainability and resilience
The TED programme, aligned with Outcome-2 of CPD (2022 to 2026), aims to ensure healthier ecosystems and enhance natural resources so that people benefit from a cleaner environment and will be more resilient to climate change and disasters. All intended activities of the TED programme mainly enhance the knowledge base and capacity of the six government agencies to respond and manage urban emergencies and disasters. Although the acquired capacity and knowledge base

will directly apply to respond and manage the disaster risk, it eventually facilitates protecting the urban environmental balance because a balanced environment helps reduce disaster risk.

Briefly describe in the space below how the project strengthens accountability to stakeholders
In the initiation, the TED program planned to conduct 7 inception workshops/meetings with related stakeholders, including 6 key stakeholders. About 400 participants from the mentioned stakeholders, including senior-level officials of the line ministry and departments will participate in the inception workshops/meetings. The program will make them aware on the objective, goal, activities, intended results, implementation plan, requirements, and participation as well as accumulate their feedback and suggestion for the smooth implementation of the project. Along with this, 30 bi-weekly coordination meetings are planned with stakeholders and project management for shearing the periodic update and will receive feedback suggestions. The majority output of the project is to deliver several capacity-building training and established related facilities, a 'Training Tracking Tool' will also develop for regular tracking of the project progress. The tool will be online-based and accessible to stakeholders, helping them update the project's progress.

Part B. Identifying and Managing Social and Environmental <u>Risks</u>

QUESTION 2: What are the Potential Social and Environmental Risks? *Note: Complete SESP Attachment 1 before responding to Question 2.*	QUESTION 3: What is the level of significance of the potential social and environmental risks? *Note: Respond to Questions 4 and 5below before proceeding to Question 5*			QUESTION 6: Describe the assessment and management measures for each risk rated Moderate, Substantial or High
Risk Description (broken down by event, cause, impact)	*Impact and Likelihood (1-5)*	*Significance (Low, Moderate Substantial, High)*	*Comments (optional)*	*Description of assessment and management measures for risks rated as Moderate, Substantial or High*
Risk 1: P. 6 Restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	I = 1 L = 1	**Low**	The TED programme mainly conduct several hands-on training, exercise and drills in response and recovery from urban disasters (i. e. earthquake, fire accident etc.). However, the mentioned restriction is only related to the selected group who will receive the hands-on training and participate in several exercises and drills on the emergency operation and recovery.	**N/A**
Risk 2 P.8 Have women's groups/leaders raised gender equality concerns	I = 1 L = 1	**Low**	The likelihood is very low.	**N/A**

regarding the project, (e.g. during the stakeholder engagement process, grievance processes, public statements)?			Maintaining gender equality in the participation of delivering training programe, exercises and drills are very challenging issue. All expected participants are the government officials from six key stakeholders organization and the involvement of the female officials is subject to availability in the targete group for specific trainging program. Considering this risk, the project expects 10% of female participants in the intended training, exercise and drills. However, the gender equality issues will be strongly addressed in the training curriculum and lessons.	
[add additional rows as needed]				
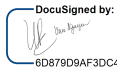
QUESTION 4: What is the overall project risk categorization?		
Low Risk	X	
Moderate Risk	☐	
Substantial Risk	☐	
High Risk	☐	

QUESTION 5: Based on the identified risks and risk categorization, what requirements of the SES are triggered? (check all that apply)				
Question only required for Moderate, Substantial and High Risk projects				
Is assessment required? (check if "yes")	X		**Not required**	**Status? (completed, planned)**
if yes, indicate overall type and status		☐	Targeted assessment(s)	
		☐	ESIA (Environmental and Social Impact Assessment)	
		☐	SESA (Strategic Environmental and Social Assessment)	
Are management plans required? (check if "yes")	X		**Not required**	
If yes, indicate overall type		☐	Targeted management plans (e.g. Gender Action Plan, Emergency	

			Response Plan, Waste Management Plan, others)	
		☐	ESMP (Environmental and Social Management Plan which may include range of targeted plans)	
		☐	ESMF (Environmental and Social Management Framework)	

Based on identified risks, which Principles/Project-level Standards triggered?		**Comments (not required)**
Overarching Principle: Leave No One Behind		
Human Rights	X	
Gender Equality and Women's Empowerment	X	
Accountability	☐	
1. Biodiversity Conservation and Sustainable Natural Resource Management	☐	
2. Climate Change and Disaster Risks	☐	
3. Community Health, Safety and Security	☐	
4. Cultural Heritage	☐	
5. Displacement and Resettlement	☐	
6. Indigenous Peoples	☐	
7. Labour and Working Conditions	☐	
8. Pollution Prevention and Resource Efficiency	☐	

Final Sign Off

Final Screening at the design-stage is not complete until the following signatures are included

Signature	*Date*	*Description*
QA Assessor: Arif Abdullah Khan	17-Aug-2022	UNDP staff member responsible for the project, typically a UNDP Programme Officer. Final signature confirms they have "checked" to ensure that the SESP is adequately conducted.
QA Approver: Prasenjit Chakma	17-Aug-2022	UNDP senior manager, typically the UNDP Deputy Country Director (DCD), Country Director (CD), Deputy Resident Representative (DRR), or Resident Representative (RR). The QA Approver cannot also be the QA Assessor. Final signature confirms they have "cleared" the SESP prior to submittal to the PAC.
PAC Chair: Van Nguyen	17-Aug-2022	UNDP chair of the PAC. In some cases PAC Chair may also be the QA Approver. Final signature confirms that the SESP was considered as part of the project appraisal and considered in recommendations of the PAC.

SESP Attachment 1. Social and Environmental Risk Screening Checklist

Checklist Potential Social and Environmental Risks	
INSTRUCTIONS: The risk screening checklist will assist in answering Questions 2-6 of the Screening Template. Answers to the checklist questions help to (1) identify potential risks, (2) determine the overall risk categorization of the project, and (3) determine required level of assessment and management measures. Refer to the SES toolkit for further guidance on addressing screening questions.	
Overarching Principle: Leave No One Behind **Human Rights**	**Answer (Yes/No)**
P.1 Have local communities or individuals raised human rights concerns regarding the project (e.g. during the stakeholder engagement process, grievance processes, public statements)?	*No*
P.2 Is there a risk that duty-bearers (e.g. government agencies) do not have the capacity to meet their obligations in the project?	*No*
P.3 Is there a risk that rights-holders (e.g. project-affected persons) do not have the capacity to claim their rights?	*No*
Would the project potentially involve or lead to:	
P.4 adverse impacts on enjoyment of the human rights (civil, political, economic, social or cultural) of the affected population and particularly of marginalized groups?	*No*
P.5 inequitable or discriminatory impacts on affected populations, particularly people living in poverty or marginalized or excluded individuals or groups, including persons with disabilities? [1]	*No*
P.6 restrictions in availability, quality of and/or access to resources or basic services, in particular to marginalized individuals or groups, including persons with disabilities?	Yes
P.7 exacerbation of conflicts among and/or the risk of violence to project-affected communities and individuals?	No
Gender Equality and Women's Empowerment	
P.8 Have women's groups/leaders raised gender equality concerns regarding the project, (e.g. during the stakeholder engagement process, grievance processes, public statements)?	Yes
Would the project potentially involve or lead to:	
P.9 adverse impacts on gender equality and/or the situation of women and girls?	*No*
P.10 reproducing discriminations against women based on gender, especially regarding participation in design and implementation or access to opportunities and benefits?	No
P.11 limitations on women's ability to use, develop and protect natural resources, taking into account different roles and positions of women and men in accessing environmental goods and services? *For example, activities that could lead to natural resources degradation or depletion in communities who depend on these resources for their livelihoods and well being*	No
P.12 exacerbation of risks of gender-based violence? *For example, through the influx of workers to a community, changes in community and household power dynamics, increased exposure to unsafe public places and/or transport, etc.*	No
Sustainability and Resilience: Screening questions regarding risks associated with sustainability and resilience are encompassed by the Standard-specific questions below	

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[1] Prohibited grounds of discrimination include race, ethnicity, sex, age, language, disability, sexual orientation, gender identity, religion, political or other opinion, national or social or geographical origin, property, birth or other status including as an indigenous person or as a member of a minority. References to "women and men" or similar is understood to include women and men, boys and girls, and other groups discriminated against based on their gender identities, such as transgender and transsexual people.

Accountability		
Would the project potentially involve or lead to:		
P.13	exclusion of any potentially affected stakeholders, in particular marginalized groups and excluded individuals (including persons with disabilities), from fully participating in decisions that may affect them?	No
P.14	grievances or objections from potentially affected stakeholders?	No
P.15	risks of retaliation or reprisals against stakeholders who express concerns or grievances, or who seek to participate in or to obtain information on the project?	No
Project-Level Standards		
Standard 1: Biodiversity Conservation and Sustainable Natural Resource Management		
Would the project potentially involve or lead to:		
1.1	adverse impacts to habitats (e.g. modified, natural, and critical habitats) and/or ecosystems and ecosystem services? *For example, through habitat loss, conversion or degradation, fragmentation, hydrological changes*	No
1.2	activities within or adjacent to critical habitats and/or environmentally sensitive areas, including (but not limited to) legally protected areas (e.g. nature reserve, national park), areas proposed for protection, or recognized as such by authoritative sources and/or indigenous peoples or local communities?	No
1.3	changes to the use of lands and resources that may have adverse impacts on habitats, ecosystems, and/or livelihoods? (Note: if restrictions and/or limitations of access to lands would apply, refer to Standard 5)	No
1.4	risks to endangered species (e.g. reduction, encroachment on habitat)?	No
1.5	exacerbation of illegal wildlife trade?	No
1.6	introduction of invasive alien species?	No
1.7	adverse impacts on soils?	No
1.8	harvesting of natural forests, plantation development, or reforestation?	No
1.9	significant agricultural production?	No
1.10	animal husbandry or harvesting of fish populations or other aquatic species?	No
1.11	significant extraction, diversion or containment of surface or ground water? *For example, construction of dams, reservoirs, river basin developments, groundwater extraction*	No
1.12	handling or utilization of genetically modified organisms/living modified organisms?[2]	No
1.13	utilization of genetic resources? (e.g. collection and/or harvesting, commercial development)[3]	No
1.14	adverse transboundary or global environmental concerns?	No
Standard 2: Climate Change and Disaster Risks		
Would the project potentially involve or lead to:		
2.1	areas subject to hazards such as earthquakes, floods, landslides, severe winds, storm surges, tsunami or volcanic eruptions?	Yes
2.2	outputs and outcomes sensitive or vulnerable to potential impacts of climate change or disasters?	No

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[2] See the Convention on Biological Diversity and its Cartagena Protocol on Biosafety.
[3] See the Convention on Biological Diversity and its Nagoya Protocol on access and benefit sharing from use of genetic resources.

	For example, through increased precipitation, drought, temperature, salinity, extreme events, earthquakes	
2.3	increases in vulnerability to climate change impacts or disaster risks now or in the future (also known as maladaptive or negative coping practices)? *For example, changes to land use planning may encourage further development of floodplains, potentially increasing the population's vulnerability to climate change, specifically flooding*	No
2.4	increases of greenhouse gas emissions, black carbon emissions or other drivers of climate change?	No
Standard 3: Community Health, Safety and Security		
Would the project potentially involve or lead to:		
3.1	construction and/or infrastructure development (e.g. roads, buildings, dams)? (Note: the GEF does not finance projects that would involve the construction or rehabilitation of large or complex dams)	No
3.2	air pollution, noise, vibration, traffic, injuries, physical hazards, poor surface water quality due to runoff, erosion, sanitation?	No
3.3	harm or losses due to failure of structural elements of the project (e.g. collapse of buildings or infrastructure)?	No
3.4	risks of water-borne or other vector-borne diseases (e.g. temporary breeding habitats), communicable and noncommunicable diseases, nutritional disorders, mental health?	No
3.5	transport, storage, and use and/or disposal of hazardous or dangerous materials (e.g. explosives, fuel and other chemicals during construction and operation)?	No
3.6	adverse impacts on ecosystems and ecosystem services relevant to communities' health (e.g. food, surface water purification, natural buffers from flooding)?	No
3.7	influx of project workers to project areas?	No
3.8	engagement of security personnel to protect facilities and property or to support project activities?	No
Standard 4: Cultural Heritage		
Would the project potentially involve or lead to:		No
4.1	activities adjacent to or within a Cultural Heritage site?	No
4.2	significant excavations, demolitions, movement of earth, flooding or other environmental changes?	No
4.3	adverse impacts to sites, structures, or objects with historical, cultural, artistic, traditional or religious values or intangible forms of culture (e.g. knowledge, innovations, practices)? (Note: projects intended to protect and conserve Cultural Heritage may also have inadvertent adverse impacts)	No
4.4	alterations to landscapes and natural features with cultural significance?	No
4.5	utilization of tangible and/or intangible forms (e.g. practices, traditional knowledge) of Cultural Heritage for commercial or other purposes?	No
Standard 5: Displacement and Resettlement		
Would the project potentially involve or lead to:		
5.1	temporary or permanent and full or partial physical displacement (including people without legally recognizable claims to land)?	No
5.2	economic displacement (e.g. loss of assets or access to resources due to land acquisition or access restrictions – even in the absence of physical relocation)?	No

5.3	risk of forced evictions?[4]	No
5.4	impacts on or changes to land tenure arrangements and/or community based property rights/customary rights to land, territories and/or resources?	No

Standard 6: Indigenous Peoples		
Would the project potentially involve or lead to:		
6.1	areas where indigenous peoples are present (including project area of influence)?	No
6.2	activities located on lands and territories claimed by indigenous peoples?	No
6.3	impacts (positive or negative) to the human rights, lands, natural resources, territories, and traditional livelihoods of indigenous peoples (regardless of whether indigenous peoples possess the legal titles to such areas, whether the project is located within or outside of the lands and territories inhabited by the affected peoples, or whether the indigenous peoples are recognized as indigenous peoples by the country in question)? *If the answer to screening question 6.3 is "yes", then the potential risk impacts are considered significant and the project would be categorized as either Substantial Risk or High Risk*	No
6.4	the absence of culturally appropriate consultations carried out with the objective of achieving FPIC on matters that may affect the rights and interests, lands, resources, territories and traditional livelihoods of the indigenous peoples concerned?	No
6.5	the utilization and/or commercial development of natural resources on lands and territories claimed by indigenous peoples?	No
6.6	forced eviction or the whole or partial physical or economic displacement of indigenous peoples, including through access restrictions to lands, territories, and resources? *Consider, and where appropriate ensure, consistency with the answers under Standard 5 above*	No
6.7	adverse impacts on the development priorities of indigenous peoples as defined by them?	No
6.8	risks to the physical and cultural survival of indigenous peoples?	No
6.9	impacts on the Cultural Heritage of indigenous peoples, including through the commercialization or use of their traditional knowledge and practices? *Consider, and where appropriate ensure, consistency with the answers under Standard 4 above.*	No

Standard 7: Labour and Working Conditions		
Would the project potentially involve or lead to: (note: applies to project and contractor workers)		No
7.1	working conditions that do not meet national labour laws and international commitments?	No
7.2	working conditions that may deny freedom of association and collective bargaining?	No
7.3	use of child labour?	No
7.4	use of forced labour?	No
7.5	discriminatory working conditions and/or lack of equal opportunity?	No
7.6	occupational health and safety risks due to physical, chemical, biological and psychosocial hazards (including violence and harassment) throughout the project life-cycle?	No

Standard 8: Pollution Prevention and Resource Efficiency		
Would the project potentially involve or lead to:		

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[4] Forced eviction is defined here as the permanent or temporary removal against their will of individuals, families or communities from the homes and/or land which they occupy, without the provision of, and access to, appropriate forms of legal or other protection. Forced evictions constitute gross violations of a range of internationally recognized human rights.

8.1	the release of pollutants to the environment due to routine or non-routine circumstances with the potential for adverse local, regional, and/or transboundary impacts?	No
8.2	the generation of waste (both hazardous and non-hazardous)?	No
8.3	the manufacture, trade, release, and/or use of hazardous materials and/or chemicals?	No
8.4	the use of chemicals or materials subject to international bans or phase-outs? *For example, DDT, PCBs and other chemicals listed in international conventions such as the Montreal Protocol, Minamata Convention, Basel Convention, Rotterdam Convention, Stockholm Convention*	No
8.5	the application of pesticides that may have a negative effect on the environment or human health?	No
8.6	significant consumption of raw materials, energy, and/or water?	No

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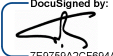
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Prasenjit Chakma

Atlas Project/ Award ID : 00113842	:	**Multi-Year Work Plan & Budget Y2022-Y2023 (Version 'A')**		
Atlas Output ID : 00131412	:			
Project/ Programme Title:	:	**Training, Exercise and Drills - TED Program (URP-DDM)**		
UNDAF Outcome	:	Relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.		
Applicable Output(s) from the UNDP Strategic Plan	:	Outcome 3: Strengthen resilience to shocks and crises		
CPD Outcome	:	Outcome 2: By 2026, ecosystems are healthier, and all people, in particular the most vulnerable and marginalized in both rural and urban settings, benefit from and contribute to, in a gender responsive manner, a cleaner environment, an enriched natural resource base, low carbon development, and are more resilient to climate change, shocks and disasters.		
CPD Output(s)	:	Output 2.2: Institutions have strengthened capacities to develop, manage and deliver policies, strategies, and actions to improve ecosystem health and manage dynamic risks, such as climate change, disasters, pandemics, and humanitarian crises.		

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Planned Budget				YEAR 2022	YEAR 2023	TOTAL BUDGET
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Amount in USD	Amount in USD	Amount in USD
Atlas Output/Activity # 1: Conduction of Workshops and Meetings		*1. Activity Result: Successfully conducted Inception meetings and other coordination meetings with various stakeholders*												
Indicators: 1.1 Number of inception meetings conducted; 1.2. Number of participants from number of related agencies participated in the inception meetings and be aware about the project; 1.3 Number of periodic review/monitoring/coordination meetings conducted with key stakeholder; **Baseline: 20122 (0)** **2022 Target/Delivrables:** 7 Inception meetings with 320 participants, 18 periodic review/monitoring/consultation meetings	ACTIVITY 1.1	*1.1 Conduction of project inception meeting/ workshops with all stakeholders at national level*		X			UNDP	30071	00064	75700	Training/Workshop/Learning	21,295	-	21,295
	ACTIVITY 1.2	*1.2 Conduction of inception meeting/ workshops for 6 Agencies (MoDMR, DDM, FSCD, DNCC, DSCC, SCC)*		X	X		UNDP	30071	00064	75700	Training/Workshop/Learning	24,870	-	24,870
	ACTIVITY 1.3	*1.3 Conduction of Periodic Review/ Monitoring/ Consultation Meetings*		X	X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	7,350	10,290	17,640
		Total of Atlas Output/Activity # 1										**53,515**	**10,290**	**63,805**
Atlas Output/Activity # 2: Design/Review/Update the Training Curriculum and Course Materials		*2. Activity Result: Successfully designed/review/edupdated the Training Curriculum and Course Materials*												
Indicators: 2.1. Number of curriculum and training courses developed and finalized in both English and Bangla on 'basic disaster management', 'IAEM Certification process', 'EOP & EOC' and 'ECT' 2.2. Number of ToT course materials developed and finalized in both English and Bangla on agency specific 'EOP process development and EOP management' and 'Incident Command System and Public Information' **Baseline:** 2022 (0) **2022 Target/Delivrables:** 30 training lessons on basic DRM, IAEM cerification; 2 sets of ToT on EOC and EOPs;	ACTIVITY 2.1	*2.1 Review/update and finalize the curriculum and training courses for Basic Disaster Risk Management (Total 06 lessons)*		X	X		UNDP	30071	00064	72100	Contractual Services-Companies	43,950	-	43,950
	ACTIVITY 2.2	*2.2 Review/update and finalize the curriculum and training courses for International Association of Emergency Managers Certification IAEM (Total 15 lessons)*		X	X		UNDP	30071	00064	72100	Contractual Services-Companies	30,900	-	30,900
	ACTIVITY 2.3	*2.3 Review/update and finalize the curriculum and training courses for Emergency Operations Plan (EOP) / Emergency Operations Centre (EOC).*		X	X		UNDP	30071	00064	72100	Contractual Services-Companies	42,350	-	42,350
	ACTIVITY 2.4	*2.4 Design course materials for TOT on EOP process development and EOC management including guidance notes and prescribe format for developing agency specific EOPs (MoDMR, DDM, FSCD, DNCC,DSCC & SCC)*				X	UNDP	30071	00064	72100	Contractual Services-Companies	19,450	-	19,450
	ACTIVITY 2.5	*2.5 Design course materials for TOT on Introduction to the Incident Command System and Public Information for the Senior Management level Government officials*			X		UNDP	30071	00064	72100	Contractual Services-Companies	20,000	-	20,000
	ACTIVITY 2.6	*2.6 Review/update and finalize the curriculum and training courses for Fundamentals of Emergency Information and Communications Technology-ECT*			X	X	UNDP	30071	00064	72100	Contractual Services-Companies	22,360	-	22,360
		Total of Atlas Output/Activity # 2										**179,010**	**-**	**179,010**

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	YEAR 2022 Amount in USD	YEAR 2023 Amount in USD	TOTAL BUDGET Amount in USD
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas												
Atlas Output/Activity # 3: Conduction of General Training and Tracking System		*3. Activity Result : Successfully conducted intended trainings and developed tracking system*												
Indicators: 3.1 Number of training program successfully delivered; 3.2 Number of officials participated in the training courses from key stakeholders; 3.3 Percentage of knowledge level of participants enhanced on the trained issues reported by the pre and post assessment; 3.4 An excel/access-base Tracking Tool for training monitoring, database management and knowledge inventory successfully developed, launched and functional **Baseline:** 2022(0) **2022 Target/Delivrables:** 16 batches training conduction; 160 officials trained; 1 set of tracking tool developed and functional;	**ACTIVITY 3.1**	*3.1 Conduction of Training on Basic Disaster Risk Management -DRM*			X		UNDP	30071	00064	75700	Training/Workshop/Learning	193,700	-	193,700
		3.1 Conduction of Training on Basic Disaster Risk Management -DRM			X		**014970 DDSCR**	30071	00064	72100	Contractual Services-Companies	70,000		70,000
	ACTIVITY 3.2	*3.2 Conduction of Training on Fundamentals of Emergency Information and Communications Technology-ECT Operations*			X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	20,570	-	20,570
	ACTIVITY 3.3	*3.3 Conduction of refresher training on Search and Rescue (SAR) equipment*			X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	71,202	132,232	203,434
	ACTIVITY 3.4	*3.4 Developing an excel/access-based Tracking Tool for Training monitoring and training data base storage as knowledge bank inventory*			X	X	UNDP	30071	00064	74200	Audio Visual&Print Prod Costs	7,750	7,750	15,500
		Total of Atlas Output/Activity # 3										363,222	139,982	503,204
Atlas Output/Activity # 4: Facilitation and Training of selected 25 key DRM professionals for IAEM Certification		*4. Activity Result: Successfully facilitated and conducted trainings of selected 25 key DRM professionals for IAEM Certification process*												
Indicators: 4.1 Successfully established a collaborative relationship with IAEM (International Association of Emergency Managers) for assisting and mentorship for IAEM certification process; 4.2 Successfully developed a core team consists of nominated participated from National Disaster Management Authority and 6 key stakeholder agency for IAEM certification process; 4.3 Percentage of selected participants successfully completed the planned 100 hours of Prerequisites Emergency Management Training for IEMA certification process; 4.4 Successfully developed preparatory training materials in English on IAEM certification by considering national, global and FEMA specific lessons for selected participants; 4.5 Percentage of trained participants successfully passed in the appeared mock tests on IEMA certification examination; 4.6 Percentage of the IAEM certification examination appeared participants successfully obtained IAEM certificate; **Baseline:** 2022(0) **2022 Target/Delivrables:** A core team with 25 participants; 80% of participants completed 100 hours courses, 80% of participants passed in mock test;	**ACTIVITY 4.1**	*4.1 Collaboration with the IAEM Regional Office and build a core team consisting of the National Disaster Management Authority, Six Agency Representatives, and Mentor deployed by the IAEM*			X	X	UNDP	30071	00064	75700	Training/Workshop/Learning	32,350	-	32,350
	ACTIVITY 4.2	*4.2 Conduction of 100 hrs of Prerequisites Emergency Management Training for 25 participants from six agencies*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	86,100	86,100	172,200
	ACTIVITY 4.3	*4.3 Preparatory training preparation on IAEM certification -national, Global and FEMA specific lesson preparation in Bangla and English for the preliminary selected Emergency Management participants from six agencies*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	5,400	5,400	10,800
	ACTIVITY 4.4	*4.4 Preparation for IAEM certification exam through taking three (03) mock tests (with suitable time intervals) of the trained participants*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	5,100	5,100
	ACTIVITY 4.5	*4.5 Registration for IAEM certification for 25 GoB Officials to ensure participants' attendance at the certification exam*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	17,500	17,500
		Total of Atlas Putput/Activity # 4										123,850	114,100	237,950

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Planned Budget				YEAR 2022	YEAR 2023	TOTAL BUDGET
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4		Fund Code	Donor	Budget Code	Budget Description	Amount in USD	Amount in USD	Amount in USD
Atlas Output/Activity # 5: Development and institutionalizing the Emergency Operations Plans (EOP) at the Ministry, FSCD and City Corporation level		*5. Activity Result: Emergency Operations Plans (EOP) developed and institutionalized the at the Ministry, FSCD and City Corporation level*												
	ACTIVITY 5.1	*5.1 Conducting TOT for by International Institute on EOP process development and EOC management*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	117,420	117,420
Indicators: 5.1 Number of previously trained (supported from this project) government officials successfully completed ToT course on 'EOP Process Development' and 'EOC Management' from abroad; 5.2 Number of senior level government officials successfully completed ToT course on 'Introduction to the Incident Command System and Public Information' from abroad; 5.3 Number of officials from key stakeholder agencies participated in training course on 'Basic Components of EOP and EOC' 5.4 Percentage of knowledge level of participants enhanced on the trained issues reported by the pre and post assessment; 5.5 Number of EOP and EOC successfully drafted bon 'Basic Components of EOP and EOC' 5.6 Number of Tabletop Exercise (TTX) on 'EOP management' and 'EOC function' successfully conducted with of key stakeholders; 5.7 Number of drills on the 'EOP and EOC' successfully conducted with the active participation of key stakeholders; 5.8 Successfully disseminated, validated and finalized the development process of 6 agency specific EOPs and EOCs through an workshop **Baseline:** 2022(0) **2022 Target/Delivrables:** 20 officials participated in ToT course; 120 officials participated on EOC and EOP management; 2 agency specific EOP developed	ACTIVITY 5.2	*5.2 Conducting TOT on Introduction to the Incident Command System and Public Information for the Senior Management level Government officials*			X		UNDP	30071	00064	75700	Training/Workshop/Learning	117,420	-	117,420
	ACTIVITY 5.3	*5.3 Conduction of Training on basic components of EOP and EOC for 06 Agencies Staff*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	133,150	133,150	266,300
	ACTIVITY 5.4	*5.4 EOP and EOC Drafting for MoDMR and DDM by International and National Consultant(s)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	12,075	12,075	24,150
	ACTIVITY 5.5	*5.5 EOP and EOC Drafting for FSCD and 3 City Corporations by International and National Consultant(s)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	19,613	19,613	39,225
	ACTIVITY 5.6	*5.6 Tabletop Exercise on EOP management and EOC function for MoDMR and DDM Participants*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	30,350	30,350
	ACTIVITY 5.7	*5.7 Tabletop Exercise on EOP management and EOC function for FSCD Staff*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	15,175	15,175
	ACTIVITY 5.8	*5.8 Tabletop Exercise on EOP management and EOC function for 03 City Corporation Staff*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	45,525	45,525
	ACTIVITY 5.9	*5.9 Conducting Agency Specific Drill for 06 Agencies (MoDMR, DDM, FSCD and 3 City Corporations)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	145,650	145,650
	ACTIVITY 5.10	*5.10 One multi-agency Functional exercise (Drill)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	63,600	63,600
	ACTIVITY 5.11	*5.11 National workshop for validation and finalization of all 6 agency Specific EOP and EOC*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	24,550	24,550
Total of Atlas Output/Activity # 5												**282,258**	**607,108**	**889,365**

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget			YEAR 2022	YEAR 2023	TOTAL BUDGET
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	Amount in USD	Amount in USD	Amount in USD
Atlas Output/Activity # 6: INSARAG National Accreditation Process for FSCD's -certified USAR (Urban Search And Rescue) team		*6. Acivity Result: Successfully facilitated the INSARAG National Accreditation Process for FSCD's -certified USAR (Urban Search And Rescue) team*												
	ACTIVITY 6.1	*6.1 Consultation meeting: Support to FSCD in developing National framework through forming a Core Team consisting of the National Disaster Management Authority, FSCD Authority, to initiate the process of INSARAG accreditation as per country context and needs.*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	17,300	8,650	25,950
Indicators: 6.1 Successfully established a collaborative relationship with INSARAG authority and formation of a core team consisting of the National Disaster Management Authority and FSCD Authority for initiate the process of INSARG accreditation; 6.2 Conduct a self capacity assessment of the core team for INSARAG accreditation process and reviewed the assessment by the INSARAG Technical Support Group (TSG); 6.3 Percentage of capacity gap issues (suggested by INSARAG review on FSCD's National USAR team's capacity) addressed for developing training curriculum and materials; 6.4 Successfully developed policy papers and guidelines for supporting INSARAG related policy; 6.5 Number of FSCD officials participated in training courses and drills on INSARAG accreditation process; 6.6 Number of 'Quarterly Progress Monitoring' report on feedbacks suggested by INSARAG team for INSARG certification; **Baseline:** 2022(0) **2022 Target/Delivrables:** A core team with 20 participants	ACTIVITY 6.2	*6.2 Self -evaluation of FSCD's present capacity by Core Team for accreditation process; issuance of letter to INSARAG Secretariate to initiate the process of INSARAG accreditation by GOB (MoDMR/MOHA)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	10,625	31,875	42,500
	ACTIVITY 6.3	*6.3 Review of "Self-Assessment of FSCD's present capacity for INSARAG accreditation" by INSARAG Technical Support Group (TSG)*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	5,594	16,781	22,375
	ACTIVITY 6.4	*6.4 Conduct and develop training curriculum and training courses materials to address capacity gaps suggested by INSARAG's assessment on FSCD's National USAR Medium Team eligibility*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	52,625	263,125	315,750
	ACTIVITY 6.5	*6.5 Conduct and develop policy papers and guidelines materials to address policy support documents suggested by INSARAG's assessment team*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	32,050	32,050
	ACTIVITY 6.6	*6.6 Develop curriculum and conduct training and drill courses including improving training tools and facilities for FSCD's staff to address the FSCD's capacity needs on human resource development and equipment needs as suggested by INSARAG's assessment team*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	49,170	49,170
	ACTIVITY 6.7	*6.7 Quarterly Progress monitoring report on feedbacks suggested by INSARAG team for INSARAG certification*				X	UNDP	30071	00064	75700	Training/Workshop/Learning	-	17,750	17,750
											Total of Atlas Output/Activity # 6	**86,144**	**419,401**	**505,545**

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Planned Budget				YEAR 2022	YEAR 2023	TOTAL BUDGET
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4	Responsible Party	Fund Code	Donor	Budget Code	Budget Description	Amount in USD	Amount in USD	Amount in USD
Atlas Output/Activity # 7: Project Implementation and Monitoring		**7. Activity Result: Project Implementation and Monitoring**												
		7.1 Engagement of TED Key Professionals												
	ACTIVITY 7.1.1	Team Leader (01: National)		X	X	X	UNDP	30071	00064	61100	Salary Costs - NP Staff	37,800	56,700	94,500
	ACTIVITY 7.1.2	Project Manager (01: National)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	30,000	45,000	75,000
	ACTIVITY 7.1.3	Curriculum and Exercise Development Specialist (01 : National)		X	X	X	UNDP	30071	00064	71300	Local Consultants	25,800	17,200	43,000
	ACTIVITY 7.1.4	Disaster and Emergency Technology Specialist (01 : International)		X	X	X	UNDP	30071	00064	71200	International Consultants	26,000	39,000	65,000
	ACTIVITY 7.1.5	Emergency Response Operations Expert (01 : International)		X	X	X	UNDP	30071	00064	71200	International Consultants	26,000	39,000	65,000
		7.2 Engagement of TED Non-Key Professionals										-	-	-
	ACTIVITY 7.2.1	Programme Management Support Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	12,000	18,000	30,000
	ACTIVITY 7.2.2	Coordination and Liaison Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	12,000	18,000	30,000
	ACTIVITY 7.2.3	Communication, Documen. & Reporting Officer (02)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	13,200	19,800	33,000
	ACTIVITY 7.2.4	Programme Officer/Associate (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	12,000	18,000	30,000
	ACTIVITY 7.2.5	Finance & Admin Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	15,000	22,500	37,500
	ACTIVITY 7.2.6	Procurement Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	15,000	22,500	37,500
	ACTIVITY 7.2.7	ICT Support Associate (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	7,200	10,800	18,000
		7.3. General Operating and Recurring Expenses										-	-	-
	ACTIVITY 7.3.1	Office Rent and Utilities		X	X	X	UNDP	30071	00064	73100	Common Services-Premises	14,000	16,000	30,000
	ACTIVITY 7.3.2	Office Stationeries and Supplies		X	X	X	UNDP	30071	00064	72500	Stationery & Other Office Supp.	6,000	9,000	15,000
	ACTIVITY 7.3.3	Printing, Photocopy, Courier and Documentation		X	X	X	UNDP	30071	00064	74200	Printing and Publications	15,000	22,500	37,500
	ACTIVITY 7.3.4	Communications/ Mobile Phone/ Internet charges		X	X	X	UNDP	30071	00064	72400	Common Services-Comms	7,800	11,700	19,500
		7.4 Travel and Logistics expenses										-	-	-
	ACTIVITY 7.4.1	Travel & DSA - Local		X	X	X	UNDP	30071	00064	71600	Travel	6,000	9,000	15,000
	ACTIVITY 7.4.2	Travel & DSA - International		X	X	X	UNDP	30071	00064	71600	Travel	12,000	18,000	30,000
	ACTIVITY 7.4.3	Local Transportation/ Leased Vehicles/ Rent-A-Car		X	X	X	UNDP	30071	00064	73400	Leased Vehicle	12,000	18,000	30,000
		7.5 Office Equipment and Furnitures cost										-	-	-
	ACTIVITY 7.5.1	Office Equipment and ICT Software (Desktop/Laptop Computer, Printer, Photocopier, Multimedia Projector, Camera, Tab/Mobile Phones, Adobe Acrobat Software, MS Project Software etc)		X	X	X	UNDP	30071	00064	72200	Equipment and Furniture	25,000	5,000	30,000
	ACTIVITY 7.5.2	Office Furniture and Fixtures		X	X	X	UNDP	30071	00064	72200	Equipment and Furniture	15,000	-	15,000
		7.6 Monitoring & Evaluation Plan, Back to office report,										-	-	-
	ACTIVITY 7.6.1	Monitoring & Evaluation Officer (01)		X	X	X	UNDP	30071	00064	71400	Service Contracts-Individuals	15,000	22,500	37,500
	ACTIVITY 7.6.2	Project Audit and Spot Checks (OAI/External)				X	UNDP	30071	00064	74100	Audit Fees	-	15,000	15,000
	ACTIVITY 7.6.3	Project Monitoring Mission/Travel		X	X	X	UNDP	30071	00064	71600	Travel	2,000	4,000	6,000
										Total of Atlas Output/Activity # 7		**361,800**	**477,200**	**839,000**

Indicators:
7.1 Monitoring and Evaluation plan successfully developed and operationalized;
7.2 Number of monitoring/progress report prepared and disseminated;
7.3 Number of Back to Office Report (BTOR) prepared and submitted by UNDP management and project staff;

Baseline: 2022(0)
2022 Target/Delivrables: 1 set of M&E planned developed; 6 Monitoring/progress report prepared; 3 BTOR prepared;

EXPECTED OUTPUTS	ATLAS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022	YEAR 2023	TOTAL BUDGET
Components or major interim Results of the project ; To be shown as Activities in Atlas	ACTIVITY	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description		Amount in USD	Amount in USD	Amount in USD
							Total Direct Project Cost						**1,449,798**	**1,768,081**	**3,217,879**
	ACTIVITY 7.7	7.7 UNDP General Management Support (GMS)	X	X	X		UNDP	30071	00064	75100			115,984	141,446	257,430
							Total TED Project Budget						**1,565,782**	**1,909,527**	**3,475,309**

Summary of AWP of TED Program (Project ID-00131412 Award ID: 00113842):			Year 2022	Total Budget
Total Budget by Output	**Output**	**Atlas Output/ Activity**	**Amount in US$**	**Amount in US$**
	Output 1	Atlas Output/ Activity: ACTIVITY 1 (1.1 - 1.3)	53,515	63,805
	Output 2	Atlas Output/ Activity: ACTIVITY 2 (2.1 - 2.6)	179,010	179,010
	Output 3	Atlas Output/ Activity: ACTIVITY 3 (3.1 - 3.4)	363,222	503,204
	Output 4	Atlas Output/ Activity: ACTIVITY 4 (4.1 - 4.5)	123,850	237,950
	Output 5	Atlas Output/ Activity: ACTIVITY 5 (5.1 - 5.11)	282,258	889,365
	Output 6	Atlas Output/ Activity: ACTIVITY 6 (6.1 - 6.7)	86,144	505,545
	Output 7	Atlas Output/ Activity: ACTIVITY 7 (7.1.1 - 7.6.3)	361,800	839,000
		Atlas Output/ Activity: ACTIVITY 7.7 GMS 8%	115,984	257,430
		Total Budget:	**1,565,782**	**3,475,309**
Total Budget by Fund & Donors		**Donor:**		
		Govt. of BGD Fund : Fund Code: 30071, Donor Code: 00064	1,565,782	3,475,309
		Other Donor Fund :	-	-
		Total Budget	**1,565,782**	**3,475,309**
Total by Implementing Agency		**Implementing Agency:**		
		UNDP: 001981	1,495,782	3,405,309
		DU-DSCR: 014970	70,000	70,000
		Total Project Budget:	**1,565,782**	**3,475,309**
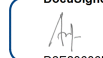
Shah Zahidur Rahman
Project Manager a.i
Date: 15-08-2022
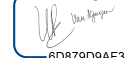
Arif Abdullah Khan
Programme Analyst

Prasenjit Chakma
Assistant Resident Representative

17-Aug-2022
Van Nguyen
Deputy Resident Representative & OIC

Disaster Response & Recovery Facility (DRRF)

PROCUREMENT PLAN 2022

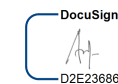| Country Office	Bangladesh
Submitted by:	DRRF
Date:	8-Aug-22

Instructions:
- Only include procurements to be done by UNDP for DIM, Management, support-to-NIM projects
- If you need additional lines, right-click and "Insert" rows, do not copy-paste, to keep drop-down menus & format.

Project Name	Project ID	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Procurement request submission date	Target Purchase Order Date (if Goods)	Final Delivery Date of Good/Servi	End user of goods, services or works	Procurement Process Status	PROMPT ID	Activity/ Remarks	Comments	Project
DRRF	112092	Service	Individual Consultant (IC)	Capacity building and Training on Disaster Recovery to MoDMR officials, CSOs, Cluster partners and Partner NGOs	Service	1	$5,000.00	$5,000.00	15-Feb-22	1-Sep-22	31-Dec-22	UNDP/GoB	Not Started	BGD-0000165817	Activity 2		DRRF
DRRF	112092	Services	Individual Consultant (IC) - Intl.	Fire and Earthquake risks contextualization , enrollment and communication coordinator	Service	1	$4,000.00	$4,000.00	15-Feb-22	15-Aug-22	14-Nov-22	UNDP/GoB	Contract Mngt	BGD-0000165818	Activity 2	Recruitment through E-zone	DRRF
DRRF	112092	Service	Individual Consultant (IC)	Contextualization, dissemination and enrollment of Post Disaster Shelter Recovery Framework at Local Government Level.	Service	1	$4,000.00	$4,000.00	1-Mar-22	1-Sep-22	31-Dec-22	UNDP/GoB	Not Started	BGD-0000165819	Activity 2		DRRF
DRRF	112092	Service	Individual Consultant (IC)	Online Training Platform for MODMR supported by a2i	Service	1	$6,000.00	$6,000.00	1-Mar-22	1-Sep-22	31-Dec-22	UNDP/GoB	Not Started	BGD-0000165820	Activity 2		DRRF
DRRF	112092	Service	Individual Consultant (IC)	Support Reform Initiatives of Fire Service and Civil Defence (FSCD) -Training and Legal Part	Service	1	$13,000.00	$13,000.00	15-Feb-22	1-Sep-22	31-Dec-22	UNDP/GoB	Not Started	BGD-0000165822	Activity 2		DRRF
DRRF	112092	Service	Individual Consultant (IC)	Innovation & Digitalization of data : Disaster Risk Data Portal for Union Parishad, Risk reduction on lightning/thunderstorm, forecasting ,eco friendly bricks from river dradged soil , technical support for accelerating SDG implementation	Service	1	$3,000.00	$3,000.00	1-Mar-22	1-Sep-22	31-Dec-22	UNDP/GoB	Not Started	BGD-0000165823	Activity 3		DRRF
DRRF	112092	Service	Individual Consultant (IC)	Provide Consultancy support to DDM/MoDMR/ CSO (Consultant, Study) init's DRM initiatives	Service	1	$4,000.00	$4,000.00	15-Feb-22	1-Jul-22	31-Dec-22	UNDP/GoB	Contract Mngt	BGD-0000165824	Activity 3	Recruitment through E-zone	DRRF
DRRF	112092	Service	Individual Consultant (IC)	Provide Consultancy support to DDM/MoDMR/ CSO (Consultant, Study) init's DRM initiatives	Service	1	$4,000.00	$4,000.00	15-Feb-22	1-Jul-22	31-Dec-22	UNDP/GoB	Contract Mngt	BGD-0000165825	Activity 3	Recruitment through E-zone	DRRF
DRRF	112092	Service	Individual Consultant (IC)	Guideline and Communication Materials including Brochure, UNDP Crisis Response Packages and UNDP Emergency Response Process Documentation	Service	1	$5,000.00	$5,000.00	15-Feb-22	1-Sep-22	31-Dec-22	UNDP	Not Started	BGD-0000165826	Activity 3		TED
DRRF	112092	Individual Contractor	Individual Consultant (IC)	National Consultant- M&E and Reporting	Service	1	$10,000.00	$10,000.00	1-Feb-22	15-Feb-22	31-Dec-22	UNDP	Contract Mngt	BGD-0000165827	Activity 4		DRRF
DRRF	112092	Individual Contractor	Individual Consultant (IC)	International Consultant: INSARAG Accreditation Process and Emergency Operation Plan Development Specialist for Fire Service and Civil Defense (FSCD) of Bangladesh	Service	1	$100,000.00	$100,000.00	7-Jun-22	1-Oct-22	30-Sep-23	UNDP	Committee Review	BGD-0000185077		Technical evaluation completed, reference check & vendor creation	TED
DRRF	112092	Individual Contractor	Individual Consultant (IC)	Curriculum and Exercise Development _ INSARAG	Service	1	$100,000.00	$100,000.00	20-Jun-22	15-Sep-22	14-Aug-23	UNDP	Committee Review	BGD-0000185802		Technical evaluation completed, reference check & vendor creation	TED
DRRF	112092	Service	Premise rentals	Workshop_Basic Training on Disaster Management and Emergency Operation	Service	1	$45,000.00	$45,000.00	4-Jul-22	15-Jul-22	25-Aug-22	UNDP	Contract Mngt	BGD-0000189722	completed	PO issued	TED
DRRF	112092	Service	Individual Consultant (IC)	Consultant for disablity co-ordinator	Service	1	$15,000.00	$15,000.00	15-Sep-22	15-Sep-22	30-Apr-23	UNDP	Not Started	BGD-0000180079		Recruitment through E-zone	DRRF

Project Name	Project ID	Type of Supply	Category	Description of goods, services or works required	Unit of Measure	Quantity	Estimated Unit Price in USD	Estimated Total Price in USD	Procurement request submission date	Target Purchase Order Date (if Goods)	Final Delivery Date of Good/Servi	End user of goods, services or works	Procurement Process Status	PROMPT ID	Activity/ Remarks	Comments	Project
DRRF	112092	Goods	Other Goods	Branding items-Big lot	Goods	1	$36,000.00	$36,000.00	1-Sep-22	1-Sep-22	31-Dec-22	UNDP	Committee Review	BGD-0000185615		tehncial evaluation completed, vendor on-boarding process	TED
DRRF	112092	Services	Other Services	Consultant hiring firm (Lot-1)	Service	1	$100,000.00	$100,000.00	18-Apr-22	14-Jun-22	31-Dec-22	UNDP	Contract Mngt	BGD-0000180081	PO issued (Partially). Left amounf will be issued after project extension. (DRRF requisition issued)	E-zone	TED
DRRF	112092	Services	Other Services	Hiring a firm to support training and associated service for Training, Exercise and Drill (TED) for DRRF Project	Service	1	$150,000.00	$150,000.00	27-Apr-22	15-Sep-22	31-Mar-23	UNDP	Evaluation	BGD-0000182724			TED
DRRF	112092	Individual Contractor	Individual Consultant (IC)	Technical Support in Post Disaster Recovery Initiatives and Capacity Building Initiatives for COVID19 pandemic	Service	1	$5,000.00	$5,000.00	15-Sep-21	9-Sep-21	15-Sep-22	UNDP	Contract Mngt	BGD-0000178548			DRRF
DRRF	112092	Individual Contractor	Individual Consultant (IC)	Local Consultants-Capacity building	Service	1	$18,000.00	$18,000.00	23-Mar-22	24-Jul-22	23-Jul-23	UNDP	Contract Mngt	BGD-0000179146	completed		TED
DRRF	112092	Goods	Other Goods	Materials & Goods: (China Made Automatic Trimming Sewing Machine)_ITB	Goods	1	$507,500.00	$507,500.00	19-Apr-22	1-Oct-22	31-Mar-23	UNDP	Initiated	BGD-0000175681	ITB finalization. UNDP china to conduct the process		MOFCOM
DRRF	112092	Services	Other Services	Hiring Consulting firm/ Service Provider organization for reviewing/developing training curriculum and modules on Basic Training on Disaster Management and Emergency Operation.	Service	1	$80,000.00	$80,000.00	14-Mar-22	28-Jun-22	27-Oct-22	UNDP	Contract Mngt	BGD-0000175571	LOA with DU signed		TED
DRRF	112092	Individual Contractor	Individual Consultant (IC)	Facilitate and Train selected key DRM professionals for International Associate Emergency Member (IAEM) certification Program	Service	1	$100,000.00	$100,000.00	14-Mar-22	3-Jul-22	24-Mar-23	UNDP	Contract Mngt	BGD-0000175572	RLA signed		TED

Total Estimated 2022 Procurement Plan (USD)	1,314,500

Navila Mushtaque
Procurement Associate
DRRF, UNDP Bangladesh

Disaster Response and Recovery Facility (DRRF)
Training, Exercises and Drills (TED) Program
<u>Communications Action Plan 2022</u>

Target Audience	Activities and tools	Time frame	Expected Result	Budget (USD)	Responsible	Remarks
Govt. of Bangladesh, Development Professionals and Humanitarian Community of Bangladesh	**1 Op-ED** on Earthquake and man-made hazards in Urban areas of Bangladesh	Oct/ Nov	Building understaning on Urban hazard related issues and ensuring significance of capacity building of GoB officials	2,000.00	IC (Comms), DRRF Team, Communications (UNDP), News Media House	
Govt. of Bangladesh, Development Professionals and Humanitarian Community of Bangladesh	**2 Press Relases** regarding project launchig/ events	June 22/ March 23	Ensuring news circulation to target audience	1,000.00	IC (Comms), DRRF Team, Communications (UNDP), News Media House	
Global and National	**1 Blog Post:** Stories from the particiapnts	23-Feb	Building understaning on Urban hazard related issues and ensuring significance of capacity building of GoB officials	1,000.00	IC (Comms), DRRF Team, Partner NGOs and Implementation Agencies, Communications (UNDP)	
Global and National	**3 Videos:** Stories from Training Participants, Drills and Exercises and on Earthquake and urban hazards	June/ August/ Oct/ Nov	Building understaning on Urban hazard related issues and ensuring significance of capacity building of GoB officials	6,500.00	IC (Comms), DRRF Team, Partner NGOs and Implementation Agencies, Communications (UNDP)	
Global and National	**5 Social Media Posts (When requirer):** Infographic, Video clips, Awareness building advocacy posts	Every 2 months	Mass Awareness building and Building understanding on Impact of DRM in Bangladesh and UNDP's Intervention	6,500.00	IC (Comms), DRRF, DRRF Team, Partner NGOs and Implementation, Graphics/ Illustration/ Visualization Partner, Communications (UNDP)	
National and Local	1 One Pager & 1 Brochure IEC Material for Guests, Participants, Trainers and Traininee	Once	Sensitization on urban-disaster for Stakeholder awareness	3,000.00	IC (Comms), DRRF, DRRF Team, Partner NGOs and Implementation, Graphics/ Illustration/ Visualization Partner, Communications (UNDP)	
Internal Communication	4 The WEEK posts, Social Media Engagement	Jan - Dec	Document the DRRF Journey and create an advocacy tool	-	IC (Comms), DRRF, DRRF Team, Partner NGOs and Implementation, Graphics/ Illustration/ Visualization Partner, Communications (UNDP)	
Total Budget-USD				**20,000.00**		

UNDP Bangladesh
HR/ Recruitment Plan 2022

Project/Output : TED Program (under Disaster Response & Recovery Facility)   Date: 21-06-2022
Cluster   : Resilience & Inclusive Growth Cluster
Project ID   : 00131412 (TED Program)

1. Position management- Existing Staff (both national and international if applicable)

Name	Position Title	Contract Modality	Category/ Band/ Level	No. of Positions	Contract End Date	Planned Extension	Remarks	Funding Availability

2. Recruitment Plan for 2022 - New Hire

Position		AWP-2022 Reference	Contract Modality	No. of Positions	Category/Band	Contract Duration	Expected Date of Joining	Funding Availability
New Hire	Programme Associate	ACTIVITY 7	National-PSA	1	NPSA-7	1 Year	1-Oct-22	Yes
New Hire	Administration and Finance Associate	ACTIVITY 7	National-PSA	1	NPSA-7	1 Year	1-Oct-22	Yes
New Hire/ Lateral Trans	Procurement Associate	ACTIVITY 7	National-PSA	1	NPSA-6	1 Year	1-Jul-22	Yes

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Shah Zahidur Rahman
Project Manager a.i
DRRF, UNDP.
21/06/2022

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Arif Abdullah Khan
Programme Analyst
RIG Cluster, UNDP

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Prasenjit Chakma
Assistant Resident Representative
UNDP Bangladesh
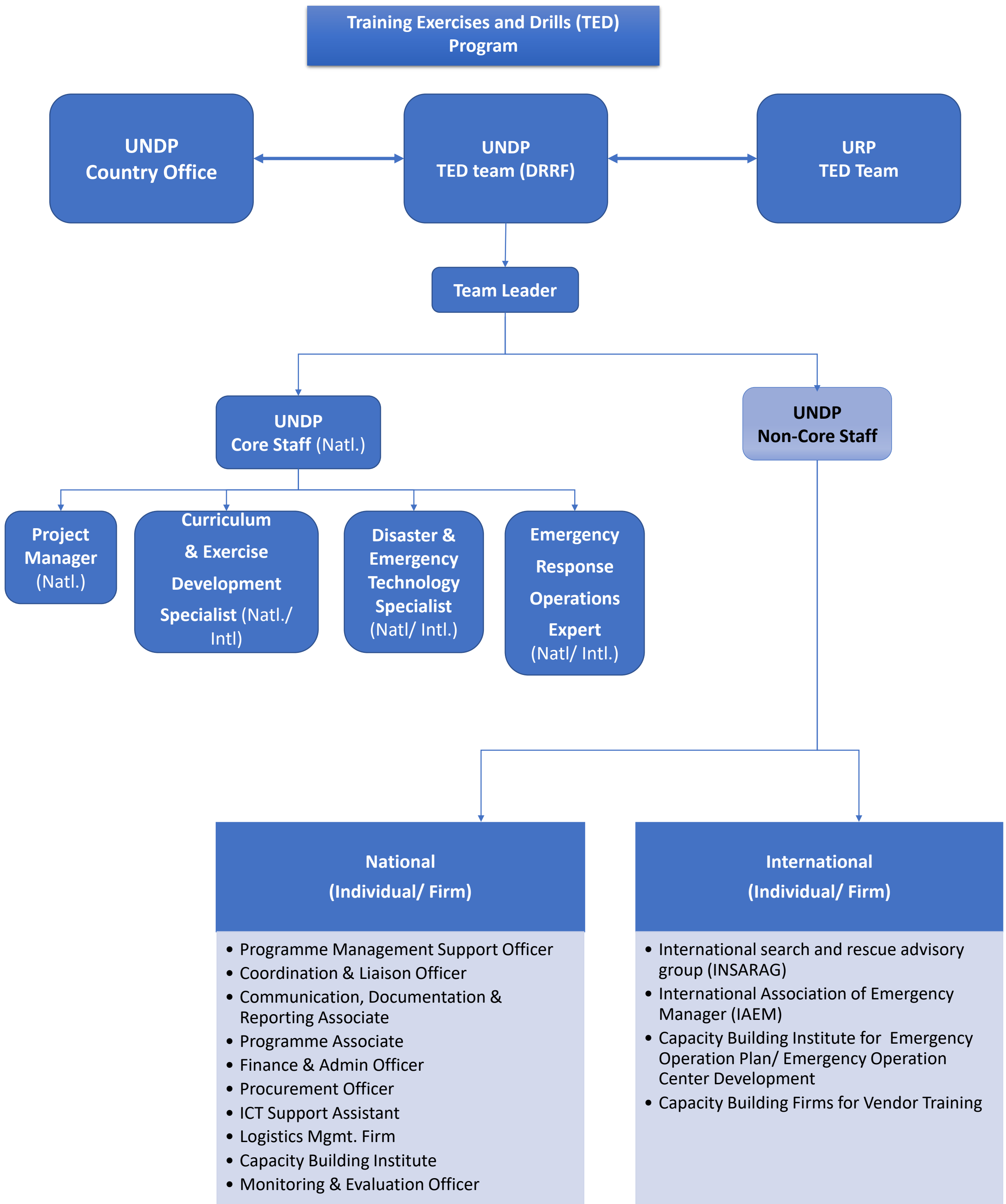
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Van Nguyen

11-Aug-2022

Training Exercises and Drills (TED) Program

UNDP Country Office ↔ **UNDP TED team (DRRF)** ↔ **URP TED Team**

Team Leader

UNDP Core Staff (Natl.)

UNDP Non-Core Staff

- **Project Manager** (Natl.)
- **Curriculum & Exercise Development Specialist** (Natl./ Intl)
- **Disaster & Emergency Technology Specialist** (Natl/ Intl.)
- **Emergency Response Operations Expert** (Natl/ Intl.)

National (Individual/ Firm)

- Programme Management Support Officer
- Coordination & Liaison Officer
- Communication, Documentation & Reporting Associate
- Programme Associate
- Finance & Admin Officer
- Procurement Officer
- ICT Support Assistant
- Logistics Mgmt. Firm
- Capacity Building Institute
- Monitoring & Evaluation Officer

International (Individual/ Firm)

- International search and rescue advisory group (INSARAG)
- International Association of Emergency Manager (IAEM)
- Capacity Building Institute for Emergency Operation Plan/ Emergency Operation Center Development
- Capacity Building Firms for Vendor Training

MINISTRY OF DISASTER MANAGEMENT AND RELIEF

DEPARTMENT OF DISASTER MANAGEMENT

URBAN RESILIENCE PROJECT (DDM PART)

CONTRACT AGREEMENT

between

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

and the

UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)

Provision of Technical Assistance by UNDP under Bank-Financed Projects

v.2
April 12, 2019

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Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

FOREWORD

1. This Technical Assistance Standard Form of Agreement is the result of cooperation between the World Bank ("the Bank")[1] and the United Nations Development Programme ("UNDP"). It should be used when UNDP is engaged by the Government to provide advisory services or technical assistance services (i.e. an equivalency of consulting services). This template shall not be used for supply of equipment for the Government or carrying out civil works or cash transfer activities.

2. This template was approved by respective signatures of the World Bank Vice-President for Operations Policy and Country Services and UNDP Administrator, on April 12, 2019. It replaces the earlier posted trial version (v.1).

3. The provisions in the General Conditions section of this Agreement related to financial management, audit, and fraud and corruption prevention, derive from the Financial Management Framework Agreement (FMFA) and the Fiduciary Principles Accord between UN Agencies (including UNDP) and the World Bank.

4. The text shown in *italics* is *"Notes to Users"*, which provide guidance to the implementing entity of the Bank's Borrower and to UNDP task team in preparing a specific Agreement. These *Notes to Users* should be deleted from the final version prior to signing of the Agreement.

5. Those wishing to submit comments or questions on this document, or guidance on the use of this template, shall contact unagencies@worldbank.org.

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (UDM Part)
Department of Disaster Management

The Agreement form for use by Borrowers starts from the next page.

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Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

AGREEMENT
FOR PROVISION OF TECHNICAL ASSISTANCE
"Consultancy Service for Training, Exercises and Drills Program"

Project Name: Urban Resilience Project (DDM Part)
Loan/Credit/Grant No. 5599-BD
Reference No. *URP-DDM/S-3.1*

UNDP Reference No.: Award ID: 00113842 & Project ID-00131412

Project (URP-DDM Part) Closing Date: 30 October 2023
Financing Agreement Closing Date: 30 October 2023

between

GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH

and the

UNITED NATIONS DEVELOPMENT PROGRAMME (UNDP)

5

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

FORM OF AGREEMENT

THIS AGREEMENT (together with all Annexes hereto, this "Agreement") is entered into between **THE GOVERNMENT OF PEOPLE'S REPUBLIC OF BANGLADESH** by and through its DEPARTMENT OF DISASTER MANAGEMENT UNDER MINISTRY OF DISASTER MANAGEMENT AND RELIEF (the "Government"), and the **UNITED NATIONS DEVELOPMENT PROGRAMME**, a subsidiary organ of the United Nations, an intergovernmental organization established by its Member States under the Charter signed on 26 June 1945, with its headquarters at 1 UN Plaza in New York, New York, 10017, USA ("UNDP" or the "UN Partner", together with the Government, the "Parties" and each a "Party").

WHEREAS

A. UNDP, a subsidiary organ of the United Nations, serves in many respects as the operational arm of the United Nations at the country level and cooperates with the Government and development partners to promote among other things sustainable development, eradication of poverty, advancement of women, good governance and the rule of law. UNDP and the Government cooperate with respect to the formulation, adoption and implementation of the Government's development policies, programmes and projects, towards achieving enhanced levels of inclusive and sustainable development of THE GOVERNMENT OF PEOPLE'S REPUBLIC OF BANGLADESH, in accordance with the Standard Basic Assistance Agreement or the basic agreement governing UNDP's assistance to the country (the "Basic Agreement").

B. The Government, working with its development partners, including UNDP and the World Bank (the "Bank"), has developed and is implementing Urban Resilience Project (Department of Disaster Management Part) (the "Project"). The Government (THE GOVERNMENT OF PEOPLE'S REPUBLIC OF BANGLADESH) "has received" funds from the Bank (the "Financing") towards the cost of the Project pursuant to a legal agreement between the Government and the Bank for the Project (the "Financing Agreement").

C. As part of Project implementation, the Government has asked UNDP, and UNDP has agreed, to provide the Technical Assistance as set forth in **Annex I** to this Agreement ("Technical Assistance").

NOW, THEREFORE, the Parties agree as follows:

1. The Government intends to apply a portion of the proceeds of the Financing up to a total amount of US$ 3,475,309.00 (US Dollar Three Million Four Hundred and Seventy-Five Thousand Three Hundred Nine) (BDT 29,31,79,482) (the "Total Funding Ceiling") to eligible payments under this Agreement. The Total Funding Ceiling is the Parties' best estimate (as of the date of the signing of this Agreement) calculated in **Annex II** on the basis of deliverables and the timeline agreed by the Parties in **Annex I**.

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Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

2. This Agreement is signed and executed in the English language, and all communications, notices, modifications and amendments related to this Agreement shall be made in writing and in the same language.

3. This Agreement becomes effective on the date of its last signature (the "Effective Date").

4. All activities under this Agreement shall be fully completed and all expenses incurred by 07 September 2023 (the "Completion Date"). The Completion Date can't exceed the Project Closing date. UNDP shall issue the final financial statement not later than three (3) months after the Completion Date.

5. The Government designates Mr. Dr. A.T.M Mahbub-ul Karim, Project Director, Urban Resilience Project, Department of Disaster Management Part and the UNDP designates Mr. Arif Abdullah Khan, Programme Specialist, (Climate Change and Disaster Risk Management) UNDP Bangladesh as their respective authorized representatives for the purpose of coordination of activities under this Agreement. The contact information for the authorized representatives is as follows:

   a. Government representative: Project Director
      Telephone: + 880 (2) 5881-5081
      Email: urban.ddm2022@gmail.com

   b. UNDP representative: Mr. Arif Abdullah Khan
      Telephone: +8801713036793
      Email: arif.abdullah@undp.org

6. For the Project coordination purposes, the Bank's staff contact information is as follows:

   a. Bank Task Team Leader:
      Ms. Swarna Kazi
      Telephone: + 880 (2) 5566-7777/ +880 (2) 9604404141
      Email: skazi1@worldbank.org

      Mr. Ignacio Urrutia
      Email: iurrutia@worldbank.org

7. This Agreement shall be interpreted in a manner that ensures it is consistent with the provisions of the Basic Agreement and the provisions of the 1946 Convention on the Privileges and Immunities of the United Nations (the "General Convention").

8. Nothing contained in or relating to this Agreement shall be deemed a waiver, express or implied, of any of the privileges and immunities of the United Nations, including UNDP under the General Convention, the Basic Agreement, or otherwise.

9. The Government confirms that no official of the UNDP has received or will be offered by the Government any benefit arising from this Agreement. UNDP confirms the same to the Government. The Parties agree that any breach of this provision is a breach of an essential term of this Agreement.

7

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

The following documents form an integral part of this Agreement:

    (a) General Conditions of Agreement

    (b) Annexes:

        Annex I: Description of Technical Assistance and Work Plan

        Annex II: Total Funding Ceiling and Payment Schedule

        Annex III: Reporting Requirements

        Annex IV: Counterpart Staff, Services, Facilities and Property to Be Provided by the Government

        Annex V: UNDP Full Cost Recovery

10. UNDP's payment details are provided in the Payment Schedule in **Annex II.**

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Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement.

THE GOVERNMENT OF PEOPLE'S REPUBLIC OF BANGLADESH	UNDP
By:	**By:** 08/06/22
Name: Dr. A.T.M Mahbub-ul Karim	**Name:** Sudipto Mukerjee
Title: Project Director, Urban Resilience Project, Department of Disaster Management Part	**Title:** Resident Representative, UNDP Bangladesh
Date: 08.06.2022 Dr. A.T.M. Mahbub-ul Karim Project Director (Deputy Secretary) Urban Resilience Project (DDM Part) Department of Disaster Management	**Date:** Sudipto Mukerjee Resident Representative UNDP Bangladesh

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ANNEX II

TOTAL FUNDING CEILING AND PAYMENT SCHEDULE

I. Total Funding Ceiling (in US$) *(payments would be made at actual)*

PROJECT OUTPUTS	PROJECT ACTIVITIES		YEAR 1 (Q1 to Q4)	YEAR 2 (Q5)
	Activity No.	Activity Description		
OUTPUT - 1				
Conduction of Workshops and Meetings	1.1	Conduction of project inception meeting/ workshops with all stakeholders at national level	21,295	-
	1.2	Conduction of inception meeting/ workshops for 6 Agencies (MoDMR, DDM, FSCD, DNCC, DSCC, SCC)	24,870	-
	1.3	Conduction of Periodic Review/ Monitoring/ Consultation Meetings	14,112	3,528
		TOTAL of OUTPUT 1	**60,277**	**3,528**
OUTPUT - 2				
Design/ Review/ Update the Training Curriculum and Course Materials	2.1	Review/update and finalize the curriculum and training courses for Basic Disaster Risk Management (Total 06 lessons)	43,950	-
	2.2	Review/update and finalize the curriculum and training courses for International Association of Emergency Managers Certification IAEM (Total 15 lessons)	30,900	-
	2.3	Review/update and finalize the curriculum and training courses for Emergency Operations Plan (EOP) / Emergency Operations Centre (EOC). (Total 08 lessons)	42,350	-
	2.4	Design course materials for TOT on EOP process development and EOC management including guidance notes and prescribe format for developing agency specific EOPs (MoDMR, DDM, FSCD, DNCC, DSCC and SCC)	19,450	-

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

	2.5	Design course materials for TOT on Introduction to the Incident Command System and Public Information	20,000	-
	2.6	Review/update and finalize the curriculum and training courses for Fundamentals of Emergency Information and Communications Technology-ECT (Total 01 lesson)	22,360	-
TOTAL of OUTPUT 2			179,010	-
OUTPUT - 3				
Conduction of General Training and Tracking System	3.1	Conduction of Training on Basic Disaster Risk Management -DRM (Total 06 lessons, 4 batches; 30 pax per batch)	263,700	-
	3.2	Conduction of Training on Fundamentals of Emergency Information and Communications Technology-ECT Operations (Total 01 lesson; 1 batch; 30 pax)	20,570	-
	3.3	Conduction of refresher training on Search and Rescue (SAR) equipment (Vendor Training: Total 11 lessons, 1 batch/ Equipment; Max 10 Pax per Batch)	203,434	-
	3.4	Developing an excel/access-based Tracking Tool for Training monitoring and training data base storage as knowledge bank inventory	12,400	3,100
TOTAL of OUTPUT 3			500,104	3,100
OUTPUT - 4				
Facilitation and Training of selected 25 key DRM professionals for IAEM Certification	4.1	Collaboration with the IAEM Regional Office and build a core team consisting of the National Disaster Management Authority, Six Agency Representatives, and Mentor deployed by the IAEM	32,350	-
	4.2	Conduction of 100 hours of Prerequisites Emergency Management Training for 25 participants from six agencies	172,200	-

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		(Total 15 lessons, distributed into 3 Batches)		
	4.3	Preparatory training preparation on IAEM certification - national, Global and FEMA specific lesson preparation in Bangla and English for the preliminary selected Emergency Management participants from six agencies (As per FEMA guidelines-application package, Guidance notes for preparing essay/scripts and support)	10,800	-
	4.4	Preparation for IAEM certification exam through taking three (03) mock tests (with suitable time interval) of the trained participants	5,100	-
	4.5	Registration for IAEM certification for 25 GoB Officials to ensure participants' attendance to the certification exam	17,500	-
TOTAL of OUTPUT 4			**237,950**	-
OUTPUT - 5				
Development and institutionalizing the Emergency Operations Plans (EOP) at the Ministry, FSCD and City Corporation level	5.1	Conducting TOT for by International Institute on EOP process development and EOC management (Total 4 days)	117,420	-
	5.2	Conducting TOT on Introduction to the Incident Command System and Public Information by International Institute to replicate state of the art standard (Total 4 days)	117,420	-
	5.3	Conduction of Training on basic components of EOP and EOC for 06 Agencies Staff (Total 08 lessons)	266,300	-
	5.4	EOP and EOC Drafting for MoDMR and DDM by International and National Consultant(s)	24,150	-
	5.5	EOP and EOC Drafting for FSCD and 3 City Corporations	39,225	-

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		by International and National Consultant(s)		
	5.6	Table Top Exercise on EOP management and EOC function for MoDMR and DDM Participants (Total 2 TTX; 25 Pax each)	30,350	-
	5.7	Table Top Exercise on EOP management and EOC function for FSCD Staff (Total 1 TTX; 25 Pax)	15,175	-
	5.8	Table Top Exercise on EOP management and EOC function for 03 City Corporation Staff (Total 3 TTX; 25 pax each)	45,525	-
	5.9	Conducting Agency Specific Drill for 06 Agencies (MoDMR, DDM, FSCD and 3 City Corporations)	145,650	-
	5.10	One multi-agency Functional exercise (Drill)	63,600	-
	5.11	National workshop for validation and finalization of all 6 agency Specific EOP and EOC	24,550	-
TOTAL of OUTPUT 5			**889,365**	-
OUTPUT - 6				
INSARAG National Accreditation Process for FSCD's - certified USAR (Urban Search And Rescue) team	6.1	Consultation meeting: Support to FSCD in developing National framework through forming a Core Team consisting of the National Disaster Management Authority, FSCD Authority, to initiate the process of INSARAG accreditation as per country context and needs.	25,950	-
	6.2	Self -evaluation of FSCD's present capacity by Core Team for accreditation process; Issuance of letter to INSARAG Secretariate to initiate the process of INSARAG accreditation by GOB (MoDMR/MOHA)	42,500	-
	6.3	Review of "Self-Assessment of FSCD's present capacity for INSARAG accreditation" by	22,375	-

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		INSARAG Technical Support Group (TSG)		
	6.4	Conduct and develop training curriculum and training courses materials to address capacity gaps suggested by INSARAG's assessment on FSCD's National USAR Medium Team eligibility (Total 6 lessons)	315,750	-
	6.5	Conduct and develop policy papers and guidelines materials to address policy support documents suggested by INSARAG's assessment team	25,640	6,410
	6.6	Develop curriculum and conduct training and drill courses including improving training tools and facilities for FSCD's staff to address the FSCD's capacity needs on human resource development and equipment needs as suggested by INSARAG's assessment team	49,170	-
	6.7	Quarterly Progress monitoring report on feedbacks suggested by INSARAG team for INSARAG certification	14,200	3,550
TOTAL of OUTPUT 6			**495,585**	**9,960**
OUTPUT - 7				
Project Staff Costs, General Operations and M&E	7.1	**Personnel Cost: TED Key Professionals**		
		Team Leader (01: National)	75,600	18,900
		Project Manager (01: National)	60,000	15,000
		Curriculum and Exercise Development Specialist (01: National)	43,000	-
		Disaster and Emergency Technology Specialist (01: International)	52,000	13,000
		Emergency Response Operations Expert (01: International)	52,000	13,000
	7.2	**Personnel Cost: TED Non-Key Professionals**		

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		Programme Management Support Officer (01)	24,000	6,000
		Coordination and Liaison Officer (01)	24,000	6,000
		Communication, Documentation & Reporting Associate (02)	26,400	6,600
		Programme Associate (01)	24,000	6,000
		Finance & Admin Officer (01)	30,000	7,500
		Procurement Officer (01)	30,000	7,500
		ICT Support Assistant (01)	14,400	3,600
	7.3	**General Operating and Recurring Costs:**		
		Office Rent and Utilities	24,000	6,000
		Office Stationeries and Supplies	12,000	3,000
		Printing, Photocopy, Courier and Documentation	30,000	7,500
		Communications/ Mobile Phone/ Internet charges	15,600	3,900
	7.4	**Travel and Logistics:**		
		Travel and Daily Subsistence Allowance (DSA) – Local	12,000	3,000
		Travel and Daily Subsistence Allowance (DSA) – International	24,000	6,000
		Local Transportation/ Leased Vehicles/ Rent-A-Car	24,000	6,000
	7.5	**Office Equipment and Furnitures:**		
		Office Equipment and ICT Software (Desktop/Laptop Computer, Printer, Photocopier, Multimedia Projector, Camera, Tab/Mobile Phones, Adobe Acrobat Software, MS Project Software etc.)	30,000	-
		Office Furniture and Fixtures	15,000	-
	7.6	**Monitoring & Evaluation:**		

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	Monitoring & Evaluation Officer (01)	30,000	7,500
	Project Audit and Spot Checks (OAI/External)	-	15,000
	Project Monitoring Mission/Travel	4,800	1,200
SUB-TOTAL of OUTPUT 7		676,800	162,200
TOTAL DIRECT PROJECT COST		3,039,091	178,788
Indirect Project Support Costs (PSC)			
7.7	UNDP General Management Support (GMS): 8%	243,127	4,303
SUB-TOTAL of GMS/ PSC		243,127	4,303
TOTAL of OUTPUT 7 (7.1 to 7.7)		919,927	176,503
GRAND TOTAL of ALL OUTPUTS		3,282,218	193,091

* UNORE: 1 USD = BDT 85.747 on 01 March 2022

Notes:

(a) All lump sum amounts and totals in this table are based on the detailed estimates, including quantities and units of measurement, that are discussed and agreed with the Government and the Bank prior to the signing of the Agreement. The details as "Cost Breakdown" is attached to this document

(b) Under this Agreement, there can be no transfers to Government organizations.

(c) Please indicate if any part of this Agreement is delegated to another UN organization, third party of an implementing partner(s): No

II. Payment Schedule

1. 1st payment (advance payment) will be 20% of the Total Contract amount.

2. **Subsequent payments** would be made at actual in each quarter for deliverables set up in Annex I. Any advance payments will be deducted from the last two payments.

3. All payments, reconciliations and refunds under this Agreement shall be made within the validity period of the Financing Agreement. Under no circumstances can payments be made after the Financing Agreement closing date.

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
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Department of Disaster Management

ANNEX III

REPORTING REQUIREMENTS

UNDP shall submit the following reports for the Deliverables agreed in **Annex I**, with a copy to the Bank:

1. *If the* **Inception Report** *is used (Within 60 calendar days of contract agreement),* include:

    (a) Any information missing in **Annex I** at the time of Agreement signing, detailed mobilization arrangements, complete the description of all activities required for the key deliverables, complete Work Plan to ensure timely start-up and on-time completion of the implementation of this Agreement;

    (b) The names and CVs of those Consultants and, as applicable, Contractor's personnel, who were not selected or contracted at the time of the signing (and whose positions were listed in **Annex I**) and who shall be mobilized within the first 6 months; and

    (c) The Payment Request for the first lump sum installment calculated on the basis of budget estimates for the activities budgeted in **Annex II**, and the banking information/UNDP account information.

2. **Progress Reports:**

    (a) Each report submitted on a monthly basis shall include: (i) a narrative and financial summary of the status of activities to demonstrate the progress towards the agreed deliverables and the linkage between the payments made under this Agreement and the deliverables as set out in **Annex I**; and (ii) an interim financial report on the use of funds following UNDP's *Interim Financial Report to the World Bank*; and (iii) the Payment Request for the next installment signed by an authorized UNDP staff in charge of the Technical Assistance. If an interim report indicates unforeseen delays or cost increases for specific activities or deliverables, it should also include a proposal for a revised Work Plan and/or reallocation between budget estimates for the specific activities or deliverables affected for the consideration of the Parties in accordance with paragraph 5 of the General Conditions of the Agreement

    (b) The final Progress Report upon Completion or Early Termination shall include a consolidated financial summary on the use of funds for deliverables set forth in **Annex I**.

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Project Director
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The authorized official of the UN Partner will provide a written statement stating the following:

"We hereby confirm to the best of our knowledge and based on the available records that the above amounts have been paid for the proper execution of the Agreement and in accordance with the terms and conditions thereof. We confirm that the share of supplies and equipment has not exceeded the share (percentage) approved for this Agreement. All documentation authenticating these expenditures has been retained by UNDP in accordance with its document retention policy and will be available to UNDP's External Auditors for examination in the course of the audit of UNDP's Financial Statements."

> Signed by: _____
> Name and Title: _____
> Date: _____

3. Final Financial Statement:

Upon Completion or Early Termination, UNDP will also provide the Final Financial Statement issued by the UNDP Office of Financial Resources Management. The Final Financial Statement will be issued within three (3) months of the Completion Date. The Parties shall plan accordingly in the Work Plan (**Annex I**).

All financial reports shall be expressed in United States dollars. The UN Operational Rate of Exchange shall be used for converting expenditures made by UNDP in other currencies to implement activities under this Agreement.

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

ANNEX IV

COUNTERPART STAFF, SERVICES, FACILITIES AND PROPERTY
TO BE PROVIDED BY THE GOVERNMENT

The Parties recall the provisions of the Basic Agreement, including those relating to the facilities to be provided by the Government for the execution of UNDP assistance, and the Parties reconfirm that the Government shall provide the facilities, exemptions, privileges and immunities provided for in the Basic Agreement.

Without prejudice to the foregoing, the Parties agree that the Government commits to provide, at its own expense and at no cost to UNDP, the following inputs to facilitate successful implementation of this Agreement:

(a) Government Staff (qualified experts to work with UNDP's team): Project Director, URP-DDM-Part

(b) Surveys and Technical Inputs

- All content and curriculum of training from initial existing contract of TED program

- Reports, presentation, inception reports and capacity needs assessments and all relevant document from initial contract of the TED program

(c) Services

- Venue: NDMRTI, training ground of FSCD, and other Government preferred venues for training , exercise and drill including multi-media services.

- TED wise list of participants from six agencies

- Nominating focal points from different agencies.

(d) Facilities

- Government office premises, meeting/ workshop/ consultation rooms, conference venue,

(e) Other

- Official Correspondences to respective agencies and stockholders, Official invitation letters and invitation.

Dr. A.T.M. Mahbub-ul Karim
Project Director
(Deputy Secretary)
Urban Resilience Project (DDM Part)
Department of Disaster Management

ANNEX V

UNDP FULL COST RECOVERY

1. Full cost comprises of Direct Costs (DC) and Indirect Costs (IC).

<u>Direct Costs:</u>

2. DC are UNDP costs incurred for the benefit of a particular project and can be clearly identifiable and documented as directly attributable to project activities. DC calculations are shown as line items in the Total Funding Ceiling in **Annex II**.

<u>Indirect Costs:</u>

3. IC are incurred by UNDP management and administration in furtherance of UNDP activities and policies and cannot be directly attributable to project activities. Such costs are charged to project as a management fee ("<u>Indirect Costs</u>"). IC applicable to the Agreements with the Government that are financed from the loan, credit or grant proceeds obtained from the World Bank pursuant to the Financing Agreement between the Government and the Bank, are set up in accordance with UNDP Financial Rules and Regulations, as determined in UNDP cost recovery policies and procedures (*Executive Decision on Cost Recovery*) with a 8%. Any higher rate as may be justified by the circumstances of a specific Agreement shall be explained by UNDP and agreed with the Government and reflected in **Annex II**.

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Atlas Project/ Award ID: 00113842 Atlas Output ID: 00127993 (MOFCOM)	**Annual Work Plan - AWP for the Year 2022 (Version 'K')**											
Project/ Programme Title:	**Supporting Emergency Response for COVID19 - CHN-MOFCOM**											
UNDAF Outcome:	**Relevant state institutions, together with their respective partners, enhance effective management of the natural and manmade environment, focusing on improved sustainability and increased resilience of vulnerable individuals and groups.**											
Applicable Output(s) from the UNDP Strategic Plan:	**Crisis Prevention and Recovery**											
CPD Outcome:	**Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups**											
CPD Output(s):	**The immediate relief and Disaster Response needs of severely disaster affected people are met**											

EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget				YEAR 2022
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description		YEAR 2022 Amount (USD)
Atlas Activity # 1: **PPE Prod Capacity- Tech Trans-CHN**	*1. Activity Result: To enhance the efficiency and safety of the frontline workers of government, NGOs and vulnerable community against COVID.* *(Detailed Activity: The PPE production capacity of local start-ups enhanced with technology transfer from People's Republic of China)*											
Baseline: TBD Indicators: Number of strut-up receiving technical support for production of PPE. Targets: 700 Women beneficiary Related CP outcome: Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups	*Procurement of equipmemnts, necessary tools and materials to support 700 women-led micro enterprises and unemployed garments workers to produce environmentally friendly and quality masks to meet the needs of frontline workers, affected beneficiaries, health care workers, and community volunteers etc:*	X	X	X		UNDP	30081	10392	72300	Materials & Goods		507,500
	- Automatic Trimming Sewing Machine 700 pcs *- Febrics, Sewing accessories, Cutting tools, Scissor, Niddle, Measuring tape etc.*	X	X	X		UNDP	30081	10392	72300	Materials & Goods		77,000
	Provide Technical training to the most vulnerable 700 women SMEs and unemployed garments (RMG) workers for mask production:	X	X	X	X	UNDP	30081	10392	71300	Local Consultant		14,400
	- Engage Local Consultants	X	X	X	X	UNDP	30081	10392	72100	Contractual Services-Companies		115,500
	- Beneficiary Training Conduction and Logistics Cost *- Project Beneficiary Targeting, Selection and Validation, Meeting/ Workshop*	X	X	X	X	UNDP	30081	10392	75700	Training/Workshop/Learning		24,800
	Project Management/Technical/ Operational Support: Staff Cost	X	X	X	X	UNDP	30081	10392	71400	Service Contract-Individual		22,100
	Total of Atlas Activity # 1											**761,300**
Atlas Activity # 2: **Pandemic related Waste Management Solutions**	*2. Activity Result: To save disposal of COVID medical waste through knowledge transfer from People's Republic of China.* *(Detailed Activity: Pandemic related waste management solutions are incorporated into the existing guidelines of the selected city authorities, with major outbreak, through technology and knowledge transfer from People's Republic of China)*											
	Local Technical Expert to support for managing COVID waste: *(National Consultant-Technical)*	X	X	X	X	UNDP	30081	10392	71300	Local Consultant		18,000
Baseline: Waste management system and capacity exists but does not consider pandemic related waste. Indicators: A proposal with waste management solutions are available to selected major city corporations. Targets: Travel/Mission Related CP outcome: Enhance effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups	*Providing appropriate personal protective equipment (PPEs) set for 200 waste pickers to ensure the safety of the waste handling, disposal, transport and incineration:* *(PPE includes 01 pair of Gumboots, 02 Face shields, 02 pair Hand Gloves and 02 Coveralls)*	X	X	X	X	UNDP	30081	10392	72300	Materials & Goods		8,000
	Procurement of necessary equipment for 2 Local Government Institutes in managing COVID-19 induced medical waste. *(02 Sets of Incineratos for capable of treating medical waste: 100kg/hour)*		X	X		UNDP	30081	10392	72300	Materials & Goods		62,000
	Local Expert/Consultant-Technical Support for operation and managing COVID waste Equipment - Incinerator: *(National Consultant-Technical)*		X	X		UNDP	30081	10392	71300	Local Consultant		9,600
	In-country mission conducted- Local DSA and transportation cost (Travel & DSA)	X	X	X	X	UNDP	30081	10392	71600	Travel		20,500
	National and Local Level Workshop/ Meeting/ Seminer Organized: Workshop to present and discuss the progress, learning sharing, draft proposal/study report through critical peer review and open discussion	X	X	X	X	UNDP	30081	10392	75700	Training/Workshop/Conference		24,800
	Printing of Periodic Report Publication and Documentation: Upon the completion incorporating all the feedback emerged from the Workshop, final version Proposal/Study Report published	X	X	X	X	UNDP	30081	10392	74200	Printing and Publications		10,400
	Project Management/Technical/ Operational Support: Staff Cost	X	X	X	X	UNDP	30081	10392	71400	Service Contract-Individual		4,570
	Total of Atlas Activity # 2											**157,870**

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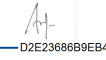
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EXPECTED OUTPUTS	PLANNED ACTIVITIES	Timeframe				Responsible Party	Fund Code	Planned Budget			
Components or major interim Results of the project ; To be shown as Activities in Atlas	Activity Results are the Outputs of the Project and Actions are the activities for achieving each output- not to be included in Atlas	Q1	Q2	Q3	Q4			Donor	Budget Code	Budget Description	YEAR 2022 Amount (USD)
Atlas Activity # 3: Communications and Visibility of the project at local level	**3. Activity Result : To enhance awareness building of the project**										
Baseline: Ensure the visibility of the project Indicator: Number of project communication materials/reports distributed on social media/media platforms; Number of events hosted	*Developed communication materials and raising social awareness on COVID-19 protection with Organizing launch event and hand-over event, share success story and news (with photos) etc in social media, all materials and equipment supported by the project will have Chinese foreign aid branding to ensure visibility.*	X	X	X	X	UNDP	30081	10392	72400	Communication & Audio Visuals	18,200
	Project Management/Technical/ Operational Support: Staff Cost	X	X	X	X	UNDP	30081	10392	71400	Service Contract-Individual	555
	Project Audit Cost				X	UNDP	30081	10392	74100	Professional Services-Audit Fees	8,000
	General Management Support (GMS): 5%	X	X	X	X	**UNDP**	**30081**	**10392**	**75100**	**Facilities & Administration**	**47,296**
										Total of Atlas Activity # 3	**74,051**
										Total 2022 Project Budget	**993,221**

[Total Budget Excluding GMS (5%) = $ 945,925]

Summary of AWP 2022 of MOFCOM Support for COVID-DRRF (Project ID-00127993 Award ID: 00113842):

Total Budget by Output	Output/ Atlas Activity	Amount US$
	Atlas Activity: ACTIVITY 1 (PPE Prod Capacity- Tech Transfer from CHN)	761,300
	Atlas Activity: ACTIVITY 2 (Pandemic related Waste Management Solutions)	157,870
	Atlas Activity: ACTIVITY 3 (Communications and Visibility) + GMS 5%	74,051
	Total Budget:	**993,221**
Total Budget by Fund & Donors	**Donor:**	
	CORE/TRAC FUND :	**-**
	Donor Fund : (Fund Code: 30081 and Donor Code: 10392)	**993,221**
	Total Budget	**993,221**
Total by Implementing Agency	**Implementing Agency:**	
	UNDP: 001981	**993,221**
	NIM :	-
	Total Project Budget:	**993,221**
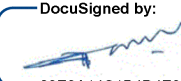
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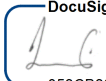
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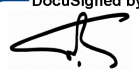
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Assistant Resident Representative

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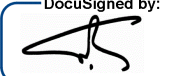**Ashekur Rahman**
Deputy Resident Representative a.i

This Annual Work Plan (AWP) is based on Results Management Guidelines (RMG) of UNDP. Once signed by UNDP and the Implementing Partner, the plan authorizes the responsible parties and project management to manage available resources and achieve set results.

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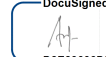## MOFCOM-China COVID Response

Equipment Checklist for Bangladesh

Name	Specification/Size	Amount*	Unit*	Unit Price*	Sub-total (USD)	Remarks
Equipment						
Materials/ Goods: 700 Sets of Automatic Trimming Sewing machine Cost: USD 725/set (CIF)	Automatic Trimming Sewing Machine: Max. Speed: 5000rpm, Sewing distance: 5mm	700	Set	725.00	**507,500.00**	From China
Materials & Goods: (2 sets of **Incineratos**: (**Diesel Operated**) capable of treating medical waste of 100kg /hour. Cost: USD 31,000/set	Incinerator (**Diesel Operated**): Higher capacity of treating medical waste of 100kg /hour	2	Set	31,000.00	**62,000.00**	From China

Total in USD   **569,500.00** 60%

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Arif Abdullah

Country: Bangladesh
Initiation Plan/Concept Note

Project Title :   Supporting Emergency Supplies of PPEs and Transferring Technological Knowhows in Response to COVID-19 in Bangladesh

Expected UNDAF/CP Outcome(s):

Outcome 2: Improved social policies and programmes that focus on good governance, reduction of structural inequalities and advancement of vulnerable individuals and groups

Outcome 3: Enhanced effective management of the natural and man-made environment focusing on improved sustainability and increased resilience of vulnerable individuals and groups

Expected CPD Output(s):

Output 2.1: Civil society, interest groups, relevant government agencies and political parties have tools and knowledge to set agendas and to develop platforms for building consensus on national issues

Output 2.3. The Government has the capacity to develop policies and carry out sectoral and geographical interventions in districts where inequality of progress is evident

Output 3.2. The Government has the capacity to set up regulatory and to implement a range of pro-poor, resilience-focused green economic initiatives

Initiation Plan Start/End Dates (Tentatively) :   October 2021 – December 2022

Implementing Partner(s) (Tentatively):   UNDP Bangladesh (partner agencies incl. Bangladesh Ministry of Local Government, Ministry of Rural Development and Cooperatives, Mistry of Disaster Management and Relief, Ministry of Finance, Dhaka and Chattogram City Corporations)

Total Resource Required: USD 945,925

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Brief Description

UNDP Bangladesh designed this proposal to support Bangladesh to tackle critical challenges induced by COVID-19. Being one of the world's most densely populated countries, the pandemic caused enormous economic and social problems as well as financial, logistical and technological challenges which constrain government's ability to deliver essential and critical services at scale and speed. Women and other vulnerable groups within this context are suffering the most.

Amongst various challenges the country is going through due to COVID-19, three major challenges were identified: a) Staff of local and national government are exposed to infection while discharging their critical and essential duties in responding to the pandemic; b) limited expertise and knowhows of local entrepreneurs in PPE production that meets the standards; and c) additional solid waste generated from the unprecedented disposal of protective equipment, which could not be properly managed due to limited capacity and technical knowledge at both capital and local governments.

The proposed activities will achieve three key results: (i) Essential PPEs provided to the national and local governments, NGOs and UNDP staff to reduce exposure to and protection from COVID-19 infection while discharging critical duties; (ii) The PPE production capacity of local start-ups enhanced with technology transfer from People's Republic of China; (iii) The management of solid waste, including PPE, improved through technical assistance from People's Republic of China; (iv) Project visibility advocated at country level.

I.   PURPOSE OF PROJECT AND EXPECTED RESULTS

❖ Project background

The number of COVID-19 confirmed cases in Bangladesh rose to approximately 783,737 cases as of 20 May 2021 from the initial three imported cases on 8 March 2020.[1]

Bangladesh's public health system is already overburdened with low doctor-to-patient and hospital-per-patient ratio and there are many cases reported where non-COVID-19 patients could not be admitted at hospitals[2]. The ability of the government and non-government organzations to deliver critical services has become a challenge due to limited supply of PPE. As a result, more frontline workers are now tested positive for COVID-19 according to the Bangladesh Doctors Foundation (BDF)[3]. Moreover, approximately 25 percent of doctors and 60 percent of support staff are yet to receive Personal Protective equipment (PPE), according to a survey conducted by BRAC University's James P. Grant School of Public Health[4]. UNDP's programme implementation, which are related to delivery of essential services such as income, livelihoods, climate change, disaster risk reduction and distribution of relief and recovery services are also

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[1] Government of Bangladesh COVID-19 Dashboard http://dashboard.dghs.gov.bd/webportal/pages/covid19.php

[2] https://www.dhakatribune.com/bangladesh/2020/06/02/regular-patients-dying-as-hospitals-deny-admission

[3]   https://www.dhakatribune.com/health/coronavirus/2020/05/02/coronavirus-doctors-comprise-6-5-of-total-cases-in-bangladesh

[4] https://tbsnews.net/bangladesh/health/25-doctors-and-nurses-dont-have-ppes-brac-survey-70957

hampered because of limited supply of PPE. In addition to the frontliners, inadequate PPE supply amongst general public – especially the vulnerable population – is widely reported throughout the country.

Inadequate supply of PPE stems from two reasons: a) limited raw materials and capacity for local manufacturing and b) limited expertise/knowhows of local entrepreneurs in PPE production. To tackle these issues, UNDP Bangladesh has engaged in several initiatives to procure essential PPE supplies for national government and NGO partners in order to reduce the likelihood from the COVID-19 infection; and introduced low-cost, innovative equipment with an aim to scale-up the local entrepreneurs. Since early days of the pandemic in the country, the Aspire to Innovate (a2i) programme of UNDP Bangladesh – through its unique innovation team iLab – has collaborated with DGHS and procured major healthcare support equipment including PPEs and supported the local entrepreneurs to enhance their production capacity of healthcare support tools to reduce economic and financial damages derived from the COVID-19 pandemic. Also, iLab has introduced innovative equipment to produce ply mask, goggles, shields, and gown for the healthcare workers. Currently, iLab is working on expanding the manufacturing capacity of local start-ups and seeking technical support from major global supplier countries of diverse PPEs, such as People's Republic of China.

Another challenge to be shed a light upon is related to the additional solid waste produced from the use of PPEs, which brings too heavy a burden for Bangladesh's already weak waste management system, particularly in the metropolitan areas. The quick advancement in urbanization as well as industrialization has increased the amount of solid waste generated in an exponential rate and Bangladesh being one of the most densely populated countries in the world accelerated this trend even further. Together with recent hike in PPE waste, increasing problem of solid waste management has further intensified during COVID-19 lock-down and there is a dire need to find a sustainable way of solid waste management which could save the environment and human health. UNDP Bangladesh has experience in supporting local authorities to manage the waste. For example, to addressed the challenges of solid waste management UNDP has introduced a sustainable management system in the Rohingya refugees crisis-affected community in Cox's Bazaar with a focus to contribute to the environmental protection; prevent diseases; promote hygiene and proper sanitary standards; income generation of target community; and to support waste reduction and recycling.

UNDP Bangladesh has accumulated a capital of trust and forged reliable partnerships with a large network of Government counterparts, the Private Sector and Civil Society Organizations that have been active at grass-root levels and are embedded within local communities, enabling them to quickly activate and leverage support to the COVID-19 crisis. With its comparative advantage and strong global and domestic development network, UNDP Bangladesh has conducted a wide range of activities across the country. Through its various programmes[5], more than 12 million people have been reached out of which 66,000 were people with disabilities. The initiatives include awareness, hygiene kits and facilities, preventive materials, food baskets, in-cash support, policy directives and planning support, various online courses and services (doctor pool, public service, 333 call centre for inquiries related to COVID-19) provided by a Web Portal (corona.gov.bd). Albeit these achievements, there is still a lot of rooms for further scaling up different initiatives to flatten the curve. With the financial and technical support from MOFCOM, UNDP

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[5] Aspire to Innovate (a2i), Cox's Bazar Sub-office, Disaster Response and Recovery Facility (DRRF), Efficient and Accountable Local Governance (EALG), Human Rights Programme (HRP), Integrating Community-based Adaptation into Afforestation and Reforestation Programmmes in Bangladesh (ICBAAR), Local Government Initiatives on Climate Change (LoGIC), National Urban Poverty Reduction Programme (NUPRP), Partnerships for a Tolerant, Inclusive Bangladesh (PTIB), SDG Financing and Localization Platform (SFLP), Strengthening Inclusive Development in Chittagong Hill Tracts (SID-CHT), Strengthening Women's Ability for Productive New Opportunities (SWAPNO)

Bangladesh could further leverage the expansion of ongoing initiatives in order to gain elevated privileges against the fight against COVID-19 and ensure no one is left behind.

❖ Objectives and outputs

The objectives of this initiative are:

- To ensure that the essential PPE supplies are provided to enhance the efficiency and safety of the frontline workers of government, NGOs and UNDP;

- To enhance the capacity of local start-ups to combat COVID-19 pandemic in a more resilient, innovative and efficient way;

- To provide support to city authorities for a more sustainable, eco-friendly and safe method of solid waste management.

The key outputs are:

- Output 1: Sufficient amount of PPEs provided -to fill the gaps of supply - to the GOB Ministries, local government authorities, UNDP staff and partners to reduce the exposure of COVID-19 infection;

- Output 2: The PPE production capacity of local start-ups enhanced with technology transfer from People's Republic of China;

- Output 3: COVID-19 related waste management solutions are incorporated into the existing guidelines of selected local authorities, with major outbreak, through technology and knowledge transfer from People's Republic of China;

- Output 4: Communication and visibility of the project at local level.

The objectives and outputs are closely intertwined with the following SDGs:

- SDG 3: Ensure healthy lives and promote well-being for all at all ages

- SDG 9: Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation

- SDG 12: Ensure sustainable consumption and production patterns

The beneficiaries, specifically for the Output 1, will cover UNDP Bangladesh's field officers and 27 GOB Ministries and 10 NGOs.

❖ Overview on activities and budget

UNDP Bangladesh will execute the activities to contribute GOB's efforts to provide essential services to the people under pandemic stress and manage the current health emergency in the country within a relatively short initiation period of six months from June to November 2021.

Under Output 1, UNDP Bangladesh will procure a certain number of PPE sets from People's Republic of China (PRC) if there is a shortfall. The procured PPEs will be distributed amongst selected local GOB Ministries, local government authorities in cities and rural areas, staff of UNDP and its implementing partner NGOs to ensure the service delivery continuity in a safe environment.

Under Output 2, selected start-ups of Bangladesh will be supported with equipment and technologies from China with an aim to scaling up.

Under Output 3, UNDP Bangladesh aims to onboard one national consultant to develop one proposal for city authorities with solution, along with the Chinese experts to manage the COVID-19 induced waste in a sustainable, eco-friendly, and safe way. The national expert will conduct in-country mission which will include an on-site study on current waste management context in metropolitan areas – namely Dhaka and Chattogram – and several consultation meetings with stakeholders from Ministry of Local Government, Rural Development and Co-operatives (MoLGRD) and several City Corporations. Upon the completion of in-country mission, national workshop will be organized followed by the publication of the study finding report. UNDP will continue to work with the city corporations to implement the identified solutions with its own resources.

Under Output 4, the project intends to ensure the communication and visibility of the project results and progress, particularly at the local level as follows: Organize launch event and hand-over event with the participation of relevant UN agencies, representatives of Chinese Embassy in Bangladesh, representatives of relevant departments of the central and local governments of Bangladesh, representatives of PPE production enterprises and selected media; share 1 success story and 3 news items (with photos) in social media, all materials and equipment supported by the project will have Chinese foreign aid branding to ensure visibility.

Find below the table for budget summary:

Output 1: Sufficient amount of PPEs provided -to fill the gaps of supply - to the GOB Ministries, local government authorities, and UNDP staff and partners to reduce the exposure of COVID-19 infection.	$ 695,925
Output 2: The PPE production capacity of local start-ups enhanced with technology transfer from People's Republic of China.	$ 150,000
Output 3: Pandemic related waste management solutions are incorporated into the existing guidelines of the selected city authorities, with major outbreak, through technology and knowledge transfer from People's Republic of China.	$ 80,000
Output 4: Communication and visibility of the project at local level	$ 20,000
Total	**$ 945,925**

II. MANAGEMENT ARRANGEMENTS

The project will be implemented under the UNDP Direct Implementation (DIM) Modality, i.e. the responsibility for the execution is with UNDP. UNDP has the technical and administrative capacity to support the mobilization, procurement, and provision of quality assurance for the effective implementation of the project.

UNDP Bangladesh will implement the proposed project through its existing arrangement called 'Disaster Response and Recovery Facility (DRRF)' to address the need for timely and rapid response. DRRF is a pre-approved facility by the government, which allows UNDP to respond to any emergencies up to US$ 50 million without case by case approval. The facility is governed by a Project Board comprised of representatives of UNDP, Ministry of Disaster Management and Relief (MoDMR) and the Economic Relations Division (ERD) of Ministry of Finance.

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The facility successfully implemented a major flood response with US$ 4m from MOFCOM in 2017. The success and lessons of the implementation was shared with the Government of China in a high-level conference in 2018.

To implement the project, the Project Board will provide strategic guidance along with regular progress review and policy implication. The project's technical implementation will be led by a Project Manager, supported by a project team consisting of national experts and staff and assurance control will be done by Programme manager and UNDP Senior Management. The DRRF is capable of generating donor-wise programme and financial reports which goes to the project board, and relevant donors. Upon the completion of the project, UNDP Bangladesh will provide financial and programme report to the Chinese Ministry of Commerce (MOFCOM).

❖ Partnership

UNDP will work closely work with relevant Government authorities, such as Ministry of Health and municipalities of the partner country, during the implementation period. A letter of communication/request between UNDP and the government of Bangladesh agreeing on the needed areas and expected output of this project will be provided to the Ministry of Commerce of China (MOFCOM).

UNDP will work closely with the UN family in country, including WHO, to ensure that contents and equipment are compliant with WHO standards and guidance and provide appropriate instructions for the prevention of COVID-19 infections and the disposal of Personal Protective Equipment (PPE). UNDP has existing partnership with all critical ministries, City Authorities and NGOs. The key Ministries will include Ministry of Local Government, Rural Development and Co-operatives (MoLGRD), Ministry of Disaster Management and Relief (MoDMR), Ministry of Finance. UNDP's existing projects also have strong partnership with Dhaka and Chattogram City Corporations, which will enable UNDP to implement the project quickly, and sustain the efforts after the closure of the proposed project.

❖ Procurement

Technical specifications will be determined in close coordination with the local government authorities and local community association etc. This guarantees that materials purchased meet the needs and expectations of local authorities and project beneficiaries. UNDP China will support the procurement process, including quality assurance, as needed.

III.   MONITORING AND REPORTING

The project will be monitored on an ongoing basis as per its work plan. A mid-term and final report (narrative and financial) will be provided. UNDP China will provide the relevant light monitoring templates and assist with translations of reports from English to Chinese to be provided to the MOFCOM.

IV.   COORDINATION AND COMMUNICATION

During the implementation phase, UNDP China would assist the Bangladesh country office and coordinate with Chinese actors as needed, including the National Health Commission (NHC) and others as needed to provide technical and consultation supports to the procurement of equipment, guidelines, training materials and trainings, based on the needs of the beneficiaries. In addition, UNDP China will provide support to the communication and visibility (including translations) of the project, as well as reporting responsibilities to the MOFCOM (narrative and financial).

UNDP will ensure coordination with the Chinese embassy in Dhaka, including inviting to hand-over events or similar as relevant. UNDP will also ensure the Government of China's visibility and publicity by following the visibility guidelines of MOFCOM.

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Md Golam Mostafa

From:	Nong Li
Sent:	Monday, December 13, 2021 1:15 PM
To:	Md Golam Mostafa
Cc:	Arif Abdullah Khan; Shah Zahidur Rahman; Sujuan Zhang
Subject:	回复: Welcome to the group of TrC COVID project-Bangladesh

Dear Mostafa,

Yes please include the project under the output of DRRF. Many thanks.

Regards,
Nong

发件人: Md Golam Mostafa <golam.mostafa@undp.org>
发送时间: 2021 年 12 月 13 日 14:46
收件人: Nong Li <nong.li@undp.org>
抄送: Arif Abdullah Khan <arif.abdullah@undp.org>; Shah Zahidur Rahman <shah.rahman@undp.org>
主题: RE: Welcome to the group of TrC COVID project-Bangladesh

Dear Nong,
I would to inform you that we are preparing the AWP 2022 of DRRF Project, BGD. Should we include the AWP of MOFCOM Regional project for COVID response under the output of DRRF?
Thank you for your nice cooperation.

Kind regards,
Mostafa

From: Nong Li <nong.li@undp.org>
Sent: Thursday, December 2, 2021 3:15 PM
To: Md Golam Mostafa <golam.mostafa@undp.org>
Subject: 回复: Welcome to the group of TrC COVID project-Bangladesh

Thank you Mostafa for your prompt reply!

Nong

发件人: Md Golam Mostafa <golam.mostafa@undp.org>
发送时间: 2021 年 12 月 2 日 17:07
收件人: Nong Li <nong.li@undp.org>
抄送: Arif Abdullah Khan <arif.abdullah@undp.org>; Shah Zahidur Rahman <shah.rahman@undp.org>; Sujuan Zhang <sujuan.zhang@undp.org>
主题: RE: Welcome to the group of TrC COVID project-Bangladesh

Dear Nong Li,
Thanks for your e-mail.

Minutes of the 4th Project Advisory Board (PAB) Meeting
Disaster Response and Recovery Facility (DRRF), UNDP Bangladesh

Time & Date: 10:30-1.30 hrs, 11 December 2021
Venue: The Grand Sultan Tea Resort & Golf, Srimangal

Participants (Alphabetically):

- Mr. ABM Shafiqul Haidar, Joint Secretary, Ministry of Disaster Management and Relief
- Mr. Amanullah bin Mahmood, National Consultant - M & E, Disaster Response and Recovery Facility (DRRF), UNDP
- Ms. Apurba Swatee Mahboob, Capacity Building & Policy Advocacy Specialist, Disaster Response and Recovery Facility (DRRF), UNDP
- Mr. Arif Abdullah Khan, Program Specialist, Climate Change and Disaster Risk Management, R & IG Cluster, UNDP
- Mr. Kazuyoshi Hirohata, Monitoring and Evaluation Specialist, UNDP CO
- Mr. Mahtabul Hakim, Project Manager, Community Cohesion Project Cox's Bazar, UNDP
- Mr. Md Abdullah Al Mamun, Joint Secretary, Department of Disaster Management
- Mr. Md Fahim Azraf Khan, National Jr. Consultant, Disaster Response and Recovery Facility (DRRF), UNDP
- Mr. Md. Golam Mostafa, Administration and Finance Officer, Disaster Response and Recovery Facility (DRRF), UNDP
- Mr. Mohammad Sayed Momen Majumdar, Senior Assistant Secretary, Economic Relations Division (ERD)
- Ms. Nguyen Thi Ngoc Van, Deputy Resident Representative, UNDP Bangladesh
- Mr. Shah Zahidur Rahman, Shelter Specialist and Project Manager a.i Disaster Response and Recovery Facility (DRRF), UNDP
- Ms. Tahmina Tamanna, Programme Associate, Disaster Response and Recovery Facility (DRRF), UNDP Bangladesh

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The 4th meeting of the DRRF Project Advisory Board was held on the 11th of December 2021 at the conference room in Grand Sultan Tea Resort & Golf, Srimangal. As per the guideline stated in the DRRF ProDoc, the Project Advisory Board members met together to review and assess the performance of the facility for the year 2021 and captured lessons learned and discuss on opportunities for a realistic planning and budgeting for next year. The 4th meeting of the DRRF Project Advisory Board was chaired by Ms. Nguyen Thi Ngoc Van, Deputy Resident Representative, UNDP Bangladesh. The respected Advisory Board members from ERD, MoDMR, and DDM along with staff from the UNDP Country Office, and Cox's Bazar took part in the discussion. The objective of this board meeting was to link project implementation with results and examine the achievement and progress of DRRF activities in 2021. The discussion, decision, and strategic guidance received from the Advisory board are summarized below.

Welcome Address
Ms. Nguyen Thi Ngoc Van, Deputy Resident Representative, UNDP Bangladesh welcomed the participants and expressed her heartfelt gratitude for their participation in the meeting. She explained the urgency of such a Project Advisory Board (PAB) meeting to stay informed on DRRF's activities and their relevance

while dealing with existing humanitarian crises or emergencies. She expressed her satisfaction asserting that, despite this challenging time during this COVID-19 pandemic, DRRF not only kept itself strong with diversified initiatives for COVID response and recovery-related contributions but also strengthen the capacity of relevant stakeholders in reducing the sufferings of the poor and marginalized population affected by natural disaster.

She emphasized that DRRF is building its strength and capacity to look out for opportunities to complement the Government's development path in attaining the relevant goals of the Sustainable Development Goal (SDG) keeping in mind the 8th Five-Year Plan of Bangladesh and LDC graduation as priority agenda. With this brief introduction, she opened the session for discussion.

Opening Remarks

Mr. Arif Abdullah Khan, Program Specialist of Resilience & Inclusive Growth Cluster, UNDP quickly refreshed the PAB members about the DRRF's objective, its scope of work, and the key basis of Project Formulation on which DRRF was built. He also informed that the DRRF model is a unique facility with a pre-approved Disaster Window of 50 USD (m) that has been found a very effective instrument for UNDP Bangladesh to advocate for resources mobilization in response to disasters and emergencies. He highlighted that DRRF can quickly scale up its capacity as and when a new resource is mobilized through its USD 50 M disaster window which leveraged the DRRF to act successfully in addressing various COVID19 related responses in recent years. With this brief remark, he requested the Project Manager of DRRF to moderate the next session on the agenda-specific discussion.

Agenda wise Discussion and Decision:

Mr. Shah Zahidur Rahman, the Shelter Specialist, and Project Manager a.i of Disaster Response and Recovery Facility (DRRF), UNDP started his presentation with the role and responsibilities of the Project Advisory Board and cordially requested the PAB members to provide their strategic and operational guidance accordingly. The following agenda points were discussed :

- Review and Action Taken on 3rd Project Advisory Board Meeting minutes
- Progress Review on DRRF's Annual Work Plan(AWP) for the year 2021
- DRRF funding source and Approval of Annual Work Plan for 2021
- Discussion & Review on DRRF's Mid-Term Evaluation Report
- Discussion on Proposed DRRF's AWP for 2022
- Key Remarks by PAB members
- AOB

Agenda1: Review and Action Taken on 3rd Project Advisory Board Meeting minutes

Sl	Actions	Status
1	DRRF's Midterm review (2018-2020) will be based on the revised M&E plan.	The DRRF's Midterm review (2018-2020) has been conducted.
2	DRRF to arrange a field monitoring visit for the PAB members to observe the CfW for Cyclone Amphan affected people in 4 districts.	Arranging field monitoring visits was challenging due to the COVID19 pandemic and the field visit could not be materialized.

3	DRRF to continue more city corporation level dead body management-related training for safe burial of COVID deceased in coming days.	DRRF has supported Al-Markazul Islami of Bangladesh for dead body management-related training and safe burial of COVID deceased. 17 city corporations have been covered under these initiatives as of date.
4	PAB members can advise and contribute to Fire Service & Civil Defense (FSCD)'s reform initiative	FSCD's reform initiative is ongoing. PAB members will be invited to the upcoming planning/dissemination workshop.
5	DRRF to inform the Board about initiating any new resource mobilization.	The numbers of programmes (5 from CXB, 4 from DRRF) are under review by development partners and bilateral governments. PAB will be informed once resources are mobilized.
6	PAB members have control over issuing directives and decisions on the DRRF initiatives.	Complied accordingly
7	UNDP CXB office should implement the decisions of the meeting	UNDP CXB office is working as per this decision

Agenda 2: Progress Review on DRRF's Annual Work Plan(AWP) for the year 2021

Mr. Shah Zahidur Rahman, Shelter Specialist and Project Manager a.i Disaster Response and Recovery Facility (DRRF), UNDP presented a PowerPoint Presentation to facilitate the discussion on DRRF activities under four results areas of work. He drew the attention to the PAB members that DRRF's achievements influenced significantly during the last year due to COVID 19 pandemic and much of the planned work for the year 2021 could not be materialized on time or get delayed. Resource mobilization was also limited and the repurposed initiatives under DRRF mostly focused on COVID-19 response and recovery-related support. Major initiatives accomplished by Core DRRF for the year 2021 includes Income Generating Opportunities through CfW for Cyclone Amphan affected people in 4 districts, Comprehensive COVID-19 Dead Body Management with Al-Markazul Islami, Bangladesh in managing the burial of COVID-19 deceased, Technical Support to the Fire Services and Civil Defence in their reform initiatives, support to Humanitarian Country Task Team (HCTT) in Shelter and Early Recovery issues etc.

Mr. Mahtabul Hakim, Project Manager of Community Cohesion in Cox's Bazar Project briefly described the 5 projects in UNDP Cox's Bazar Crisis Response Office under the DRRF Cluster. He informed that Community Resilience and Recovery-C2RP, Disaster Risk Reduction (DRR), and Peaceful District Projects are ongoing and will close by the end of December 2021; Community Cohesion Project (CCP) and Solid Waste Management (SWM) projects however received no-cost extensions until June 2022. He also mentioned in 2021, these projects in Cox's Bazar worked closely with district judgeship, police and armed police, community policing forums, and youths for capacity building logistics support for better services and livelihood development. Projects also worked for improved weather forecasting, COVID-19 response and awareness campaign, solid waste management in municipal and Forcibly Displaced Myanmar Nationals (FDMN) camp areas.

The PowerPoint presentation for the DRRF is attached, which also includes a glimpse of DRRF's previous year's achievements highlighting the domain of Core DRRF's works in brief.

Decisions:

- DRRF to continue to take necessary steps in implementing the unaccomplished activities planned in AWP for 2021.
- DRRF to give more emphasis on disseminating its good practices and should have an inventory of knowledge management products ready for resource mobilization.
- Cox's Bazar sub-office to take necessary steps for advocacy in resource mobilization to address the host-community needs.
- Cox's Bazar sub-office should take endeavor to work closely with other UN agencies in support of Forcibly Displaced Myanmar Nationals-related issues.

Agenda 3: DRRF funding source and Approval of Annual Work Plan for 2021

At the outset, Mr. Shah Zahidur Rahman briefly described the DRRF's funding source mechanism (Core DRRF USD 1.15 million-plus USD 50 million under disaster window; a total of USD 51.15 million) to the PAB members and presented the financial delivery status of DRRF's activities under Annual Work Plan for 2021 covering four key results area of DRRF. The details are shown as Annexure A to this M of M. As of 3rd December 2021, for this year only around USD 0.29 million has been utilized for core DRRF activities (98% of the planned budget for the Yr 2021) and approximately USD 7.3 million is been spend from disaster window to cover various projects activities under Cox's Bazar, Country office research initiatives and R&IG cluster activities (91% of the planned budget for the Yr 2021).

The PAB critically reviewed the finances and unanimously approved the AWP for 2021.

He also informed the PAB, since DRRF's inception (2018-2022) cumulative financial progress indicates that- DRRF Core component has utilized 0.82 million USD out of 1.15 million and under USD 50 million disaster window, DRRF could mobilize around USD 22.65 million from different development and bilateral partners. This has led to a remaining balance for possible resource mobilization opportunities of USD 27.35 million to date. It was also informed to the PAB members that Cox's Bazar office is working on resource mobilization, and discussion is underway with the Bureau of Population, Refugee and Migration (The State Dept/USA) for about US$ 8.5 million for 3 years and a discussion is also going on for the inclusion of UNDP in the Bhashanchar JRP 2022 for about .8 million US$.

The PAB members opined for the best utilization of the remaining balance. PAB member apprehended that during last two years due to COVID-19 pandemic significant work could not be materialized but DRRF had been instrumental to support the COVID response and recovery initiatives. PAB members also appreciated DRRF's operational flexibility as a leverage to meet the future COVID uncertainties. Considering the overall progress and achievements of DRRF results and with a resource mobilization opportunity against USD 27.35 million balance or preapproved celling; a no-cost extension for more 2 years (2018-2024) was suggested by the PAB members.

Decisions:

- The PAB critically reviewed the finances and unanimously approved the AWP for 2021.
- DRRF to initiate the process for a 2 years (2018-2024) no-cost extension for the facility before September 2022.

Agenda 4: Discussion & Review on DRRF's Mid-Term Evaluation Report

DRRF recently conducted its Mid-term Evaluation (MTE) for assessing the progress towards the achievements of the intended outcomes and outputs. The independent evaluators examined the project, mainly what is working well and what is not, identified challenges and lessons during implementation, and provided recommendations for necessary adjustments. The key findings, recommendations, and ways forward of MTE have been shared in this meeting. The board appreciated the overall performance of the project, particularly the interventions related to 'build the back better' in implementation of the 'Sendai Framework for Disaster Risk Reduction (SFDRR)', gendered vulnerability, capacity-building efforts, good practices for ensuring value for money and necessary resource mobilization for disaster recovery. However, the board also emphasized strengthening the project M&E, communication, and knowledge management effort. As per the MTE findings, the board knows that several capacity-building activities are not implemented due to the COVID pandemic in the last two years. Consequently, considering the key recommendation of the MTE, the board approved a no-cost extension of the project for two years to complete all pending activities.

Decisions:

- The PAB members documentarily accepted the MTE report, its recommendation, and its findings.
- DRRF to thrive in addressing the MTE recommendations and plan accordingly to overcome/improve the challenges in its project implementation.

Agenda 5: Discussion on Proposed DRRF's AWP for 2022

The next year's plan for DRRF focused on the following major issues.

▶ Creating Evidence through IP/Research study to support SDG implementation, the institutionalization of SOD(2019) and NPDM(2021-2026), LDC graduation, BNBC, and fire safety.

▶ Implement timely, appropriate, and adequate **response and recovery assistance to the households, community** to sustainable development pathways.

▶ To support GoB and work with development partners, the UN/Cluster systems to **build its capacity at all levels and sectors for carrying out post-disaster shelter needs assessment**, **technological innovation on beneficiary's selection.**

▶ Knowledge Creation: Develop nexus and synergies among Humanitarian -recovery –development actors in supporting disaster-affected people & community

▶ Contributing to the key priority of the **Sendai framework of DRR.**

Further details on the proposed AWP 2022 are attached as Annexure -B.

Decisions:

- The PAB agreed on the above top key results proposed for the DRRF Annual Work Plan in 2022.
- As and when necessary, any new results and activities complementing the GoB's effort can be incorporated and/or reviewed in the proposed Annual Work Plan for 2022 in consultation with the PAB members.

Agenda 6: Key Remarks by PAB members

Van with her remark emphasized the unpredictability of disasters and preparedness. She praised the digital beneficiary targeting platform and stressed the institutionalization of the activities of DRRF, process documentation, and its analysis along with knowledge creation through capturing the best practices and lessons learned. She trusted the DRRF team to continue this wonderful work and praised its effectiveness as a facility for significant contribution to disaster response especially at the time of Covid-19.

Mohammad Sayed Momen Majumdar, Senior Assistant Secretary, ERD opined that Bangladesh is disaster-prone due to its geo-morphological characteristics as such DRRF's focuses on disaster response and recovery initiative can add value in overall DRM architecture in Bangladesh. Considering the benefits and contribution of the facility and keeping in mind the COVID-19 situation, he strongly suggested the DRRF's no-cost extension for two more years.

Md Abdullah Al Mamun, Joint Secretary, Department of Disaster Management congratulated the DRRF team for its effective fund management and attaining the results. He stated that since DRRF helps in technical assistant and legal development, this facility may also contribute to Bangladesh Delta Plan 2100, vision 2030, and 2041, and support delta-based knowledge development. He also endorsed the extension of the project.

ABM Shafiqul Haidar, Joint Secretary, Ministry of Disaster Management and Relief expressed that the activities of DRRF are demand-driven that can address various disaster-related issues and policies. As such, he opined that DRRF can add value in implementing similar result-oriented projects under MoDMR. He also endorsed the PAB decision of DRRF's two years no-cost-extension.

Decisions:

- DRRF may take an endeavor to support delta-based knowledge development and developing Delta community e.g., knowledge/capacity-building for delta-based diplomacy, transboundary issues, etc. in future planning.
- DRRF should explore the opportunities to implement GoB funded projects under MoDMR.

Agenda 7: AOB

Other important guidelines shared by the PAB members are as follows:

- DRRF should contribution to SDG & SFA through emergency employment generation in response to the socio-economic impact due to COVID-19.

- DRRF should collaborate & work on multilateralism through multi ministerial engagement and collaboration with local government, other UN Agencies & global partners.
- Next date of PAB meeting: As and when an emergency arises, otherwise in 1st week of December 2022.

Vote of Thanks

The meeting was concluded with a Note of thanks from the Chair.

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Arif Abdullah Khan
Programme Specialist
Climate Change & Disaster Risk Management UNDP

For Member Secretary: Assistant Resident Representative, R&IG Cluster, UNDP
Email: arif.abdullah@undp.org

Government of the People's Republic of Bangladesh

Minister of Disaster Management and Relief

(Planning Section-3)

Bangladesh Secretariat, Dhaka
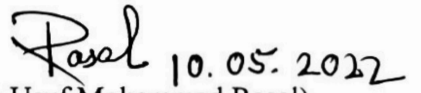
www.modmr.gov.bd

No: 51.00.0000.243.14.118.19-651

Date: 10/05/2022

Subject: **Request for concurrence on extension of Disaster Response and Recovery Facility (DRRF) Project for two years (from 01 January 2023 to 31 December 2024)**

Ref: Your letter UNDP-DRRF/2022 dated 11 April 2022

In response to the captioned subject matter , I am directed to convey the concurrence of MoDMR in extending the project period (for the period of two years) of UNDP's **"Disaster Response and Recovery Facility (DRRF) Project"** till 31 December 2024 on a "no cost extension" basis.

With best regards.

10. 05. 2022

(Abu Usuf Mohammad Rasal)

Senior Assistant Secretary

Telephone: 9550933

e-mail- aumrasel@yahoo.com

Mr. Prasenjit Chakma

Assistant Resident Representative

UNDP

IDB Bhaban, E/8-A Begum Rokeya Sharani

Sher-e-Bangla Nagar, Dhaka-1207

Copy:

1. Additional Secretary (Planning & Development), Ministry of Disaster Management and Relief, Bangladesh Secretariat, Dhaka

2. Mr. Kabir Ahmed, Joint Secretary, Economic Relation Division, Sher-E-Bangla Nagar, Dhaka

3. Ps to Secretary , Ministry of Disaster Management and Relief

United Nations Development Programme
জাতিসংঘ উন্নয়ন কর্মসূচী

No: UNDP-Partnership/DRRF Ext/2022   17 May 2022

Dear Secretary Yasmin,

Request for approval of the "No cost extension of Disaster Response and Recovery Facility (DRRF) Project" for two years (from 01 January 2023 to 31 December 2024)

Ref(s): a. DRRF Project Advisory Board (PAB)'s Meeting Minutes; dated 11 December 2021 (Attached)
b. MoDMR letter No: 51.00.0000.243.14.118.19-651 dated 10 May 2022 (Attached)

UNDP is directly implementing the "Disaster Response and Recovery Facility (DRRF)" project that ensures a standing capacity of UNDP timely support disaster response and recovery in Bangladesh and leads the policy and capacity development in disaster risk management. The DRRF project is governed by the Project Advisory Board (PAB), which is co-chaired by UNDP and the Ministry of Disaster Management and Relief (MoDMR), and includes representatives from ERD, Department of Disaster Management, and UN Residence Coordinator's Office.

The project was initially approved for the period of 01 October 2018 to 31 December 2022 and produced commendable results during its implementation. Despite commendable efforts, the prevalence of COVID-19 continued to challenge and hamper the implementation of the planned activities. Given the continued benefit of the project and the importance of completing of the approved activities, an extension of two years from 1st January 2023 to 31 December 2024 is agreed at the PAB meeting on a "no-cost extension" basis to complete all the pending activities as per the Project Document so that the project can reach its goal successfully.

I am pleased to convey UNDP's concurrence with the extension of the Disaster Response and Recovery Facility (DRRF) Project from 01 January 2023 to 31 December 2024. Please note, references are made as above, where the concurrence from both the MoDMR and PAB are described and recorded.

I would like to take this opportunity to thank you for your ongoing support and excellent cooperation with UNDP Bangladesh, and I look forward to ERD's prompt assistance with this approval.

Thank you.

Yours sincerely,

Sudipto Mukerjee
Resident Representative

Ms.Fatima Yasmin
Secretary
Economic Relations Division
Sher-e- Bangla Nagar, Dhaka-1207

Cc: 1. Mr. Kabir Ahamed, Joint Secretary and Chief (UN Wing), ERD, Dhaka
2. Mr. Mohammad Sayed Momen Majumder, Senior Assistant Secretary, ERD, Dhaka

Attachment: as stated above

UN Offices • IDB Bhaban • Begum Rokeya Sharani • Sher-e-Bangla Nagar • Dhaka-1207 [GPO Box: 224 • Dhaka-1000] • Bangladesh
Tel: +(880-2)-5566-7788 • Fax: +(880-2)-918-3099 • E-mail: registry.bd@undp.org • Internet: www.bd.undp.org