
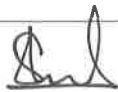





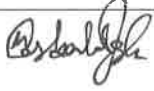



**Attendance Sheet of Meeting on Long Term Monitoring, Research & Analysis of
Bangladesh Coastal Zone CEIP-1, Dhaka.**

Date : 25-01-2023

Time : 11.00 AM

Location : Project Director's Office, CEIP-1, BWDB, Dhaka.

SL. No	Name	Designation & Organization	Mobile No.	Signature
01	Md. Aminul Islam	SE, Design - BWDB	01716-328608	
02	Selim Sached	AE, CGTSD		
03	Shahriar Sarkar	SDE, PMU, CEIP-1	0195447222	
04	Md. Samimul Haq	EE, CEIP-1		
05	Sajid Kuma Roy	AE, CRISD		
06	Marzia Israt	SDE, Design Circle 4		
07	Abu Sayeed Md. Manem	EE, Design - 1	01818304489	
08	Jakaria Pervez	EE, Design - 8	0171266225	
09	Md. Masbikul Islam	EE, Design - 2	01763031701	
10	Saif Uddin.	SE, Des - 8	01816718207	
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Minutes of Meeting regarding the Progress on development of Integrated Geo database of Coastal Zone under CEIP-1

A meeting of the committee formed vide Memo No. was held on 25/01/2023 at the office of the Project Director, Coastal Embankment Improvement Project, Phase-1 (CEIP-1) on the progress of the development of Integrated Geo database of Coastal Zone under LTM Consultancy Service. The following members were present in the meeting:

1. Jakaria Pervez, Executive Engineer, Design Circle-8, BWDB
2. Abu Sayeed mohammad Masum, Executive Engineer, Design Circle-8, BWDB
3. Md Md. Samiul Haque, Executive Engineer, PMU, CEIP-1, BWDB
4. Md. Masbaul Islam, Executive Engineer, Design Circle-2, BWDB
5. Marzia Israt, Sub-Divisional Engineer, Design Circle-2, BWDB
6. Shahriar Sarkar, Sub-Divisional Engineer, CEIP-1, BWDB
7. Sajal Kumar Roy, Assistant Engineer, GIS Cell, BWDB
8. Selim Shahed, Assistant Engineer, GIS Cell, BWDB

BWDB observers:

1. Md. Aminul Islam, SE, Design Circle-2, BWDB
2. Md. Saif Uddin, SE, Design Circle-8, BWDB

The meeting proceeds as per the following agenda. Issues and decisions of the meeting are as follows.

Agenda – 1: Relevant Reports

PMU will provide the reports on data collection to all the members of the committee, IGDCZ and related issues received from consultant also be shared to the committee member today. All the members are requested to assess the reports of the concerned project and also to provide their comments for the next meeting.

Agenda-2: Having ID and Password for all members and concerned officials

Chairperson had requested IWM on 24 January, 2023 to give access to IGDCZ with user ids and password to all concerned members. PMU will ensure the access by 26 January, 2023.

Agenda-3: Data upload and sharing

Responsible authority was requested on a meeting held with LTM team on 12 January, 2023 to complete data uploading in the server as prescribed. It is observed that data collected under LTM consultancy service have not yet uploaded in the IGDCZ application. At that time, IWM assured to upload the data by 26 January, 2023 as specified.

Committee members requested to share data collection check list and log information show that collected and surveyed data can be distinguished. Committee members pointed out some inconsistency the about metadata for each layers, data layers, user interfaces, mathematical model results, collected and surveyed data with separate layer, data quality presented in the GIS interface, data export for each selected polder etc. and these must be fixed properly . They also stressed on the data input to the IGDCZ so that new spatial information can be created or updated. This option will help to maintain the application for future and for the development of the same GIS based application for future with others parts of BWDB. Committee members are requested to check the layers accordingly so that quality of data can



be ensured. PMU will take necessary action for confirmation of data uploading as soon as possible. Committee members will check thoroughly after getting access to database and tabulate their findings/ observation/ recommendations in next meeting.

Committee opined that the IGDCZ must have data extraction, data uploading and data export options. They have also pointed out that data base must be updated with necessary layers and issues raise by them must be fixed in the test server of IWM. After confirmation of required update and modification IGDCZ application can be hosted to the BWDB.

Agenda-4: Training and Meeting

Training on operation of IGDCZ, Arcgis Enterprise, back-end/front-end programing/scripting of IGDCZ with complete manual, a manual for software/app installation for server must be confirmed. PMU will ensure training on Geo data base/ IGDCZ operation on 2 February, 2023 at Pani Bhaban.

Next meeting will be held on 1 February, 2023 at 11 am at PD Office.
There was no other discussion convener concluded the meeting.


25.01.23

Mohammad Samiul Hoque
Executive Engineer-2
PMU, CEIP-1, BWDB, Dhaka