

Composition of Project Steering Committee (PSC)

01	Secretary, Ministry of Water Resources	Chairperson
02	Director General, Bangladesh Water Development Board	Member
03	Joint Secretary (Development), Ministry of Water Resources	Member
04	Joint Chief (Planning Wing), Ministry of Water Resources	Member
05	Joint Chief (Irrigation wing), Planning commission	Member
06	Deputy Chief, Ministry of Water Resources	Member
07	Representative of NEC-ECNEC & Coordination Wing of the Planning Division	Member
08	Representative of Concerned Sector of IMED	Member
09	Representative of the Programming Division, Planning Commission	Member
10	Representative of Finance Division	Member
11	Representative from the Chief Planning, BWDB	Member
12	Project Director	Member
13	Concerned Senior Assistant Chief/Assistant Chief of the Ministry of Water Resources	Member Secretary

Terms of Reference:

- To review the recommendation of the project implementation committee for addressing problems that arise during project implementation and to take decision accordingly.
- To give guideline or to formulate policies which required for implementing project activities
- Any other matter related to project implementation.
- The committee will meet at least once in every three months.
- The committee may co-opt members, if necessary.

Composition of Project Implementation Committee (PIC)

01	Director General/Additional Director General (Concern), Bangladesh Water Development Board	Chairperson
02	Concerned Deputy chief and desk officer from the Planning Wing, Ministry of Water Resources	Member
03	Concerned desk officer from the Development Wing, Ministry of Water Resources	Member
04	Concerned Deputy chief and desk officer from irrigation Wing of the Planning Commission	Member
05	Representative from the Programming Division of Planning Commission	Member
06	Representative of NEC-ECNEC & Coordination Wing of the Planning Division	Member
07	Representative from Concerned Sector of IMED	Member
08	Representative from Finance Division	Member
09	Project Director	Member
10	Concerned Executive Engineer of BWDB	Member
11	Concerned Desk Officer of the BWDB	Member Secretary

Terms of Reference:

- To give necessary assistance or suggestion for implementing project activities.
- If any problem arise during project implementation then to give necessary decision to solve the problem.
- The committee will meet at least one in every three months.
- The committee may co-opt members, if necessary.

Government of the Peoples Republic of Bangladesh

Ministry of Water Resources

Terms of Reference (TOR)

For

Mid Term Evaluation of “Haor Flood Management and Livelihood Improvement Project (BWDB Part) (1st revised)” by Mid Term Project Evaluation Committee.

January, 2018

Terms of Reference (TOR)

for

Mid Term Evaluation of “Haor Flood Management and Livelihood Improvement Project (BWDB Part) (1st revised)” by Mid Term Project Evaluation Committee.

1. Introduction:

This document is a Terms of Reference (ToR) for carrying out midterm evaluation of “Haor Flood Management and Livelihood Improvement Project (BWDB Part) (1st revised)”. The ToR contains an evaluation of mid stage of works for ongoing protection work.

Project Background:

The substantial part of Bangladesh belongs to a low lying delta formed by three international rivers, the Ganges River, the Brahmaputra River and the Meghna River. In the upper Meghna River basin, so-called ‘haor’ areas stretch over the north-eastern districts and 8,600 km² of the land area become inundated during the monsoon period. Agriculture, especially paddy cultivation, and fishery are the main economic activities in the region. The rice production in the haor areas, mostly Boro rice cultivation, is about 5.3 million tons per year, which accounts for about 16% of the total production of the country. Flash flood caused by severe rainfall in the mountainous area in India in the pre-monsoon period causes severe damages to paddy fields just before harvesting.

Accordingly, JICA and BWDB agreed to conduct the Preparatory Survey on the Upper Meghna River Basin Watershed Management Improvement Project that comprises three components, i.e., Component 1 (flood control), Component 2 (rural infrastructure development) and livelihood enhancement mainly through Component 3-1 (agricultural promotion) and Component 3-2 (fisheries promotion) in the area. JICA entrusted the JICA Survey Team with the survey works and commenced the survey in May 2013.

During the course of the study, both JICA and the government realized that the implementation of measures for flood disaster mitigation and livelihood enhancement as one effort is crucial in improving living standards in the haor area because people in the area are suffering from the so-called vicious cycle of poverty and vulnerability to disaster. Eventually, both sides decided to implement the project vesting the same priority to livelihood enhancement and flood control. JICA dispatched a mission to Bangladesh to discuss the implementing arrangement of the project with BWDB and LGED. The minutes of discussions signed by JICA, BWDB and LGED on 24 July 2013 defined the arrangement.

JICA survey team developed equations that express the relationship among three variables, i.e., the magnitude of the damages caused by a natural disaster, economic situation or the balance of income and expenditure of the people, and the capacity of a society to prevent disasters. The equations enunciated that (1) disaster preparedness is proportional to the balance of income and expenditure and (2) disaster mitigation works are effective to enhance the income of residents with a certain time lag.

In this consequence the survey concluded that (1) the survey area is suffering from a vicious cycle of poverty and disaster (2) interventions to mitigate disaster and to improve livelihood could be effective to get away from the spiral if they are implemented simultaneously in the repetitive disaster-prone areas like the haor area, and (3) interventions should be substantial to secure durability for a certain period against repetitive disasters. In this manner, the mechanism of disaster prevention and poverty mitigation expressed in the developed equations attested the necessity of the project



2. Objective:

The main objective of the Mid Term Evaluation is to assess the performance of physical works done as per project documents and proposed any change of the works. Other objectives are to discuss with the project stakeholder about the project impact. Identification of the bottlenecks/drawbacks for implementation of the project.

Mid-term evaluation of the project will be conducted within project period. The concerned Project Director will ensure the progress and inform the Evaluation Committee to proceed the evaluation activities. The Convener will fix the time for conducting the evaluation within a short notice to the Project Director.

The Evaluation Committee will be formed by the representatives of the IMED, Planning Commission, Ministry of Water Resource and BWDB. The committee members are proposed as follows:

SL. No	Office/Organization	Number	Position in the committee
1	Joint Chief (Irrigation Wing) of Planning Commission.	1	Convener
2	Joint chief (planning) Ministry of Water Resources	1	Co-Convener
3	Representative from concerned sector of IMED	1	Member
4	Deputy Chief (Concerned) from Ministry of Water Resources	1	Member
5	Deputy Chief (Concerned) from Irrigation wing of Planning Commission	1	Member
6	Representative from programming Division of planning commission.	1	Member
7	Representative from Chief Monitoring office of BWDB.	1	Member
8	Project Director, Concerned Project, BWDB.	1	Member
9	Executive Engineer, Concerned Project of BWDB .	1	Member
10	Concern desk officer (planning) Ministry of Water Resources	1	Member
11	Concern desk officer (Irrigation Wing) of Planning Commission.	1	Member Secretary

3. Terms of Reference:

- a) The committee may co-opt additional members, if needed.
- b) Division Chief, Agriculture, Water Resources & Rural Institutions Division of Planning commission will be advisor of the committee.
- c) The committee will visit time to time to the site where works are going on, or have already been completed and verify the completed physical works of the project as well as the quality of the works done as per approved project document.
- d) The committee will propose any change/modification of the works, if required.
- e) The committee will discuss with the stakeholders about the objectives of the project and exchange/share the views of the stakeholders regarding on going problems arose, if any.
- f) The committee will discuss with the stakeholders about the project work to be done by BWDB and extract their views about the positive as well as adverse impact of the project through discussion with concerned field officials.
- g) The committee will compare/review the physical progress achieved so far with the information given in the latest IMED report.
- h) The committee will discuss the progress of the work with the concerned officials of BWDB and recommend necessary steps for timely completion of the project.

4. Output/Deliverables:

The committee will submit the Mid-Term Evaluation Report in standard form after visiting the project.

5. Duration:

The evaluation work will be done within project period. The duration of evaluation will be 2 (two) months from the effective date of inception of evaluation works.

6. Reporting requirements:

The committee will submit 10 (ten) copies of evaluation report to the competent authority. The competent authority will approve the Report. After approval of the Report, the physical works may be modified as per recommendation of the Report.

7. Cost for Conducting Evaluation:

An amount of Tk. 10.00 (ten) lakh is allocated for Mid Term evaluation. This amount of Tk. 10.00 lakh will be spent for transport cost for field visit, honorarium of the committee members, stationary, entertainment, reporting purpose and other works related to mid-term evaluation.