



financed by  
**Austrian**  
 Development Cooperation



## MINUTES OF MEETING

*“Reducing Climate Change-induced Risks and Vulnerabilities from  
 Glacial Lake Outburst Floods in the Punakha-Wangdi and Chamkhar Valleys”*

### DGM-UNDP/GEF 6<sup>th</sup> Project Board Meeting

**Date:** January 18, 2010

**Location:** Conference Hall, DGM, Ministry of Economic Affairs, Thimphu

The 6<sup>th</sup> Project Board meeting for the GLOF project was held on January 18, 2010, at the DGM Conference, Thimphu. Mr. Yeshe Dorji, Officiating Director General and Project Director, Department of Geology & Mines, introduced the 6<sup>th</sup> Board meeting by welcoming the participants. The project director also highlighted the achievements in 2009; constraints and challenges in implementing the project at such an unforgiving work environment. Next Dasho Sonam Tshering, Secretary of Ministry of Economic Affairs and the Chairperson of the project Board addressed the members by emphasizing on the importance of the project vis-à-vis planning other projects in the downstream areas and also on the achievement of the project work in 2009. Further the Hon'ble chairperson mentioned that major challenge of the project is human resources capacity which the concerned departments should focus on enhancing taking advantage of the present project.

Following the above, the project managers from DGM, DoE and DDM made presentations on the progress in 2009 and issues related to project implementation.

#### Presentation by DGM

Mr. Karma Toeb, Team Leader, Thorthormi Lake GLOF Risk Mitigation work, made an overall presentation on the progress and achievement of 2009, challenges and constraints, and plans and targets for 2010.

#### Discussions and key decisions:

- i. Regarding recruitment of workforce for 2010, members suggested to have a self declaration form for workers as a diagnostic means to determine the medical history of individuals. Members also advised the project management that based on last year's performance, those worker who are sincere and hardworking may be retained for the 2010 working season to shorten the recruitment processes.
- ii. The board also instructed DGM to come up with a comprehensive work plan and time line for the 2010 field activity.
- iii. Based on submission made by the team leader, the Board instructed the project management to examine the budget implications of procuring field equipments, tools and implements and plan the necessary procurement of the items for 2010 as soon as possible.

Signed by: 1. GNH Commission: ..... 2. UNDP: ..... 3. PB Chairperson: .....



- iv. Based on the requirement of one Junior Engineer (Civil) proposed by the Project Engineer, the project Board discussed the issue and deliberated whether to hire the said professional from the market or request Department of Roads for an additional civil engineer. The Director General, DoR agreed to depute an additional civil engineer (junior engineer) for the project from 2010.
- v. The Board directed the Project Management Team to prepare a list of requirements, issues and proposals for approval and instructed the Project Management Team to arrange another Board meeting in February to discuss the proposals.
- vi. The Director General, DOR requested the Board if the department could depute another engineer in place of Mr. Karma Tenzin (Project Engineer). The Officiating Director General, DGM, explained the necessity of his continued service and pointed out that it was in the interest of the project to retain him till the end of the project in 2012. The Board unanimously agreed to retain Mr. Karma Tenzin as the project engineer for the entire duration of the project.

Mr. Dowchu Dukpa, Project Manager (DGM), GLOF Project, made a presentation on the review of project progress (2008-2009); constraints and challenges; issues, proposals and recommendations and Annual Work Plan (AWP) for 2010. After this presentation, as there were many issues to be discussed and finalized, the Board directed the project management to organize a separate board meeting within February 2010 to resolve all the issues, proposals and recommendations in next Board meeting. The board also instructed the project management to prepare a detailed list of issues along with justification and recommendations to enable the Board to make an informed decision.

#### **Presentation by the Department of Energy (DoE)**

1. Mr. Karma Dupchu, Project Manager (DOE), made a presentation of the GLOF early warning system component covering the following issues:
  - a. Physical and Financial Progress of the GLOF EWS component
  - b. Tendering Process
  - c. Annual work Plan (AWP) of 2010-2011
  - d. Technical Proposal and System Design submitted by Bidders including advantages and disadvantages of proposals.
  - e. Preliminary Evaluation Result of the Tender and
  - f. Issues for discussion and PB approval.
2. The DOE informed the meeting that the EWS component is still in preparatory phase. The tendering work has been initiated to award the work on a turn-key basis to the successful bidder. He also informed that out of five bidders that submitted expression of interest (EoI), the following three bidders have submitted the bids:
  - a. Friendship from India (Consortium of three Firm- M/s The Friendship, M/s Sai Technology, M/s Sheetal Wireless Technology Pvt. Lts India)
  - b. USD Enterprise, Bhutan (JV with M/s Sutron Company USA) and
  - c. Ugen Trading House, Thimphu (Association with M/s Motorola, Singapore)

Signed by: 1. GNH Commission:  2. UNDP:  3. PB Chairperson: 

3. The DoE informed that the technical evaluation of bids was completed and the financial evaluation is underway, which upon completion will be presented to the Ministerial Tender Committee for a decision.
4. DoE also briefed the meeting about the fund status and fund deficit on the EWS component .
5. DOE also sought approval for the followings:
  - a. **For the re-appropriation fund under the different budget heads (UNDP) to Contractual Service-Companies (72100)**

DoE informed the meeting that allocated fund for the project component under GEF (LDCF) is USD 670,966.00 were distributed into different budget codes of UNDP. Since the work will be awarded as a turn-key project to the successful bidder, it will be necessary to re-appropriate available fund under the different budget heads given in table below to Contractual Service-Companies (72100). The Project Board endorsed the re-appropriation of available fund as requested by DOE.

Atlas budgetary account code	ATLAS budget description	Total (USD) Fund of the Component	Expenditure in USD as of 30 <sup>th</sup> Dec 2009 (approx.)	Fund Balance Approx. (USD)	DOE Counter-part funding	Balance Fund Amount to be re-appropriated to the Contractual Services (72100)	Remarks
71400	Contractual Services	6,188		6,188	0	6,188	USD 6,188.0 to be reappropriated to 72100
71600	Travel	79,540	4,712	74,828	31,600	43,228	USD 43,228.0 to be re-appropriated to 72100
72100	Contractual Service-Companies	2,39,812	0	2,39,812	0	2,39,812	
72200	Equipments & Furniture	1,36,186	3,096	1,33,090	0	1,33,090	USD 1,33090.0 to be reappropriated to 72100
72400	Communications and Audio Visual Equipment	1,56,240	3,784	1,52,456	300	1,52,156	USD 1,52,456.0 to be reappropriated to 72100
72500	Supplies	10,000	1,752	8,248	500	7,748	USD 7,748.0 to be reappropriated to 72100
72800	Information Technology Equipment	15,000	2,000	13,000	0	13,000	USD 13,000.0 to be reappropriated to 72100
74200	Audio Visual and Printing Production Costs	20,000		20,000	0	20,000	USD 20,000.0 to be reappropriate to 72100
74500	Miscellaneous Expenses	8,000	2,465	5,535	5,535	0	
<b>Total USD</b>		<b>6,70,966</b>	<b>17,809</b>	<b>6,53,157</b>	<b>37,935</b>	<b>6,15,222</b>	

Signed by: 1. GNH Commission:  2. UNDP:  3. PB Chairperson: 



**b. Transfer of USD 21072.00 from the Department Disaster Management (DDM) Component to Department of Energy (DOE) GLOF Early Warning**

The Department of Energy (DOE) informed that meeting that Output 3.2 (Institutional arrangement in place to operate, test and maintain the GLOF EWS) was handed over to DOE from DDM component as per the decision of the 2<sup>nd</sup> project board meeting held on 16 February 2009. Accordingly, it was agreed that an amount of USD 21,072 will be transferred from DDM to DOE as per the discussion between the project managers (DOE & DDM), UNDP and Project Director (DGM). Since the transfer of above fund was agreed between partners (DOE/DDM/UNDP), the Project Board approved the transfer of USD 21,072 from DDM to DOE component.

**Presentation by Department of Disaster Management (DDM):**

Ms. Karma Doma Tshering, DDM, made an overall presentation on the progress and achievement of the project component being implemented by DDM.

- i. DDM presented the successful initiative undertaken through the appointment of community focal persons to warn the community in times of disasters and stressed on the need to continue the program even after the completion of the present project. The Board members agreed that while this is a pertinent issue, specific programs to be implemented should be addressed by concerned agencies and therefore it is not appropriate to discuss such issues at Project Board meeting. It was pointed out that – these programs are important for the longer-term as well and as such should be continued beyond the project and without having to depend on the project for resources.
- ii. On identification of safe evacuation sites, DDM pointed out that since GLOF hazard zonation has already been carried out in the Punakha-Wangdue valley by DGM, there is an urgent need to identify safe evacuation sites during emergency. The Officiating Director General, DGM said that the identification of safe evacuation sites can be taken up during the active project period. He also emphasized on the DGM-JICA GLOF project for Mangde-Chu basin study and the proposals made for carrying out study on Mo-Chu basin and hazard zonation along the upstream of Pho-Chu.

In line with the hazard zonation and the circular issued by the Department of Disaster Management (DDM), the Director General, DOR, informed the participants that DoR had to stop construction of a road in Chamkhar valley as the proposed road construction falls within the red zone of the hazard zonation map. Because of this people are not happy and therefore DoR is seeking views of the participants—especially that of DGM and DDM whether it is necessary to avoid any construction in the red zone. To this, the Officiating Director General, DGM mentioned that apart from houses/buildings, road construction should not be a major problem in this zone. However, the chairperson said that a meeting between the stakeholders may be arranged to discuss the issue. He also mentioned that there is a need for proper consultation to discuss the outcome of the hazard zonation for proper planning and development of infrastructure.

Signed by: 1. GNH Commission:  2. UNDP:  3. PB Chairperson: 

The meeting ended with following closing remarks by the Hon'ble Chairperson.

- The chairperson thanked all the participants and instructed the Project Management Team to organize another Board meeting within February 2010 to deliberate on issues, proposals and recommendations made by DGM regarding the GLOF risk mitigation work at Thorthormi Lake in 2010. However, he also mentioned that the mandate of the Project Board to specifically monitor the progress of the project and provide advice to the Project team and therefore approval for any issue over and above the normal procedures of RGoB should be referred to the relevant Ministries and authorities.
- The Chairperson also instructed the Project Team to circulate all the issues to be discussed at the next Project Board meeting along with justifications, fund requirements and recommendations, a few days prior to the meeting.
- Finally, the Hon'ble chairperson acknowledged the support of Gasa Dzongkhag administration for the successful completion of the 2009 mitigation work and requested similar support in the next phase of the project.

#### Attachments

1. List of participants
2. Meeting Agenda

Signed by: 1. GNH Commission:  ..... 2. UNDP:  ..... 3. PB Chairperson:  .....

**List of Participants**  
6<sup>th</sup> Project Board Meeting

Sl. No.	Name	Designation/Agency	Email
1	Dasho Sonam Tshering (Chairperson)	Secretary, Ministry of Economic Affairs	<a href="mailto:sting@druknet.bt">sting@druknet.bt</a>
2	Bakhodir Burkhanov	Deputy RR, UNDP	<a href="mailto:bakhodir.burkhanov@undp.org">bakhodir.burkhanov@undp.org</a>
3	Yeshi Dorji	Offtg. Director General & Project Director, DGM	<a href="mailto:ydorjidge@gmail.com">ydorjidge@gmail.com</a>
4	Sangey Tenzing	Director General, DoR, MoWHS	<a href="mailto:sangeyt@druknet.bt">sangeyt@druknet.bt</a>
5	Dasho Kinzang N. Tshering	Dzongdag, Punakha Dzongkhag	<a href="mailto:knt@druknet.bt">knt@druknet.bt</a>
6	Dasho Sonam Jigme	Dzongdag, Gasa Dzongkhag	<a href="mailto:sjigme@gmail.com">sjigme@gmail.com</a>
7	Karma Raptan	Head, Env. Unit, UNDP	<a href="mailto:Karma.raptan@undp.org">Karma.raptan@undp.org</a>
8	Ramesh Chhetri	Austrian Coordination Office	<a href="mailto:thimphu@ada.gov.at">thimphu@ada.gov.at</a>
9	Karma D. Tshering	Sr. PO, DDM, MoHCA	<a href="mailto:karmadt@mohca.gov.bt">karmadt@mohca.gov.bt</a>
10	Anne Erica Larsen	UNDP	<a href="mailto:Anne.Larsen@undp.org">Anne.Larsen@undp.org</a>
11	Chencho Tshering	DDM, MoHCA	<a href="mailto:chencho@mohca.gov.bt">chencho@mohca.gov.bt</a>
12	Dowchu Dukpa	Exe Geophysicist & Project Manager, DGM	<a href="mailto:dawchu@gmail.com">dawchu@gmail.com</a>
13	Chado Rinchen	Dy. Chief Survey Engineer, DGM	<a href="mailto:rinch@yahoo.com">rinch@yahoo.com</a>
14	Karma Chopel	DoE, MoEA	<a href="mailto:hmsd@druknet.bt">hmsd@druknet.bt</a>
15	Karma Toeb	Exe Geologist, DGM	<a href="mailto:karmatoeb@gmail.com">karmatoeb@gmail.com</a>
16	Tashi Tobgye	PPD, MoHCA	<a href="mailto:tobgye@gmail.com">tobgye@gmail.com</a>
17	Phuntsho Norbu	Engineering Geologist, DGM	<a href="mailto:Phuntshonorbu9707@yahoo.com">Phuntshonorbu9707@yahoo.com</a>
18	Karma Dupchu	Project Manager, DoE	<a href="mailto:kdupchu@druknet.bt">kdupchu@druknet.bt</a>
19	Sangay Tenzin	AE, DoE	<a href="mailto:sangaytenzin_bht@hotmail.com">sangaytenzin_bht@hotmail.com</a>
20	Karchung Tshering	DS, PPD, MoHCA	
21	A.V.K. Rao	TMO, DoE, MoEA	<a href="mailto:tm01@druknet.bt">tm01@druknet.bt</a>
22	Tshering Penjor	GNH Commission	<a href="mailto:tsheringp@gnhc.gov.bt">tsheringp@gnhc.gov.bt</a>
23	Karma Tenzin	DoR, MoWHS	<a href="mailto:Karma10zin@druknet.bt">Karma10zin@druknet.bt</a>





financed by  
Austrian  
Development Cooperation



## AGENDA FOR THE 6<sup>TH</sup> PROJECT BOARD MEETING

*"Reducing Climate Change-Induced Risks and Vulnerabilities from Glacial Lake Outburst Floods in the Punakha-Wangdue and Chamkhar Valleys"*

Venue : Department of Geology and Mines, Conference Hall

Date : January 18, 2010 (Monday)

- |   |               |   |
|---|---------------|---|
| 1 | 09:30-09:40   | <p>Welcome address by Mr Yeshi Dorji, Offtg. Director General, DGM</p>  |
| 2 | 09:40-09:50   | <p>Address by Dasho Sonam Tshering, Secretary, MoEA (Chairperson)</p>   |
| 3 | 09:50 - 10:20 | <p>Presentation on the Thorthormi Lake GLOF Risk mitigation Work in 2009 by Karma Toeb/Karma Tenzin, DoR:</p> <ul style="list-style-type: none"> <li>✓ Progress &amp; achievement</li> <li>✓ Challenges and constraints</li> <li>✓ Plans and target for 2010</li> </ul>                     |
| 4 | 10:20-10:50   | <p>Presentation by Dowchu Dukpa, Project Manager, GLOF Project</p> <ul style="list-style-type: none"> <li>✓ Review of project progress (2008-2009)</li> <li>✓ Constraints and challenges</li> <li>✓ Issues, proposals and recommendations</li> <li>✓ Annual Work Plan (AWP) 2010</li> </ul> |
| 5 | 10:50-11:05   | <p>Tea Break</p>  |
| 6 | 11:05-11:40   | <p>Presentation by DoE on GLOF Early Warning System</p>   |
| 7 | 11:40-12:05   | <p>Presentation by Department of Disaster Management, MoHCA</p>   |
| 8 | 12:05-13:00   | <p>Discussions</p>  |
| 9 | 13:00         | <p>Lunch</p>  |

\*\*\*\*\*