

Attendance Sheet

Project Executive Board Meeting 2018










Value Chain Development of Fruit and Vegetables in Nepal

Ministry of Agriculture and Livestock Development

Singha Durbar, Kathmandu, Nepal

Time: 8.30am - 10am

Date: 22nd August 2018

S.No.	Name	Designation	Organization	Signature
1	Dr. Dhruva Raj Bhattarai	Sr. Scientist	NARC	
2	Dr. Ishwari Prasad Gaudana	Chief, HRD, NARC	NARC	
3	Dr. Deepak Bhandari	Director (Crops/Hort.)	NARC	
4	Bal Ram Paudel	Proj Mgr Analyst, UNDP	UNDP	
5	Ryoshanie Dhledagangoda-Labé	DCP-UNDP		
6	Tej Bahadur Subedi	NRD, Joint secretary	MoAID	
7	Seo Hee Chang	Deputy country Director	KOICA	
8	VIKAS RAMAN	Asst. Country Director	KOICA	
9	NIRMA ACHARYA	Program officer	KOICA	

Meeting Minutes

1st Project Executive Board (PEB) of 'Value Chain Development of Fruit and Vegetables in Nepal' Project

Programme Name	1st PEB meeting of 'Value Chain Development of Fruit and Vegetables in Nepal' Project		
Date	22 nd August 2018	Time	8:30-10:30 AM
Chair	Mr. Tej Bahadur Subedi National Project Director	Venue	Ministry of Agriculture and Livestock Development (MoALD), Singha Durbar

Attendees

S.No	Name	Title	Organization
Board Members			
1	Mr. Tej Bahadur Subedi	Joint Secretary/ National Project Director (NPD)	Ministry of Agriculture and Livestock Development (MoALD)
2	Ms. Ayshanie Medagangoda-Labe	Deputy Country Director	United Nations Development Programme (UNDP)
3	Ms. Seo Hee Chang	Deputy Country Director	Korea International Cooperation Agency (KOICA)
4	Dr. Deepak Bhandari	Director, Crop and Horticulture Research	Nepal Agricultural Research Council (NARC)
5	Dr. Mahadeb Poudel	Senior Agricultural Economist	Department of Agriculture
Invitees			
1	Dr. Rudra Bahadur Shrestha	Senior Agricultural Economist	Ministry of Agriculture and Livestock Development (MoALD)
2	Ms. Bindira Adhikari	Agricultural Economist	Ministry of Agriculture and Livestock Development (MoALD)
3	Mr. Vikas Rawal	Assistant Country Director	Korea International Cooperation Agency (KOICA)
4	Ms. Nima Acharya	Programme officer	Korea International Cooperation Agency (KOICA)
5	Dr. Dhruba Raj Bhattarai	Senior Scientist, Horticulture Research Division	Nepal Agriculture Research Council (NARC)
6	Dr. Ishwari Prasad Gautam	Chief, Horticulture Research Division	Nepal Agriculture Research Council (NARC)
7	Mr. Bal Ram Paudel	Programme Management Analyst	United Nations Development Programme (UNDP)
8	Ms. Anushree Bhattarai	Research Officer	United Nations Development Programme (UNDP)



team to achieve the delivery target stated in the annual plan 2018. The recruitment process is already initiated, and it is in the process.

He further highlighted that only few activities are planned in this year (2018) as the project just started and recruitment process is to be completed. As one of the activities of the project is to procure necessary tools, equipment (presented in the procurement plan annex II) and lab supply for NARC, he suggested NARC to prepare a detail list and the specifications of the lab equipment and provide to the project team in order to expedite the procurement process.

Dr. Dhurba Raj Bhattarai, NARC

Dr. Dhuruba Raj Bhattarai, senior scientist NARC inquired whether the projects intend to conduct a value chain analysis or a sub-sector analysis of selected commodity while doing baseline study of the project. He suggested that a sub-sector analysis will be helpful to identify market-based solutions and develop appropriate technologies.

Dr. Bhattarai inquired regarding the placement of horticulture specialist: in the UNDP office, the project office or at the Horticulture Research Division in NARC. He opined that in the event that the recruited person will be deployed outside NARC, it may be difficult to carry out the activities planned. He suggested the board to take the decision. NPD, Mr. Tej Bahadur Subedi clarified that this position will be deployed in the NARC premises and once the recruitment process will be done jointly with the NARC.

Dr. Ishwari P. Gautam, NARC

Dr. Ishwari Prasad Gautam, Chief, Horticulture Research Division, queried about the fund transfer mechanism and sought clarification on how the NARC will receive the fund for the NARC research activities. He also sought clarifications on the procurement process: whether the NARC is to provide a list of equipment to UNDP so that it procures the equipment or will the NARC receive the money so that the NARC could do its own procurement.

The participants viewed their opinions and it was further suggested that considering the time limitation it is better to go through UNDP for procurement and the NARC will provide the list and the specification.

Mr. Bal Ram Poudel, UNDP

Mr. Bal Ram Paudel, clarified that there are options available for procurement procedures. First is to go through UNDP procurement process as UNDP already has dedicated personnel, and procurement tools in place. The second option is to transfer funds to NARC for procurement.

Meanwhile, the KOICA representatives and other participants suggested that to expedite the procurement process UNDP will coordinate for the recruitment and procurement until a full-fledged office staffs are in place.

Accordingly, Mr. Tej Bahadur Subedi NPD and the Chairperson of Board confirmed that the procurement will be done through UNDP procurement process. The research activities cost will be transferred to NARC for research and technology development.

Mr. Tej Bahadur Subedi, NPD suggested that there are some projects working in fruit and vegetable development and also for market infrastructure development and there are possibilities to coordinate with such projects for synergy and better outcome.

Agenda 4 and 5: Concluding Remarks

Ms. Ayshanie Medagangoda-Labe, Deputy Country Director, UNDP

Ms. Ayshanie Medagangoda-Labé, thanked the Chair and the National Project Director and extended her thanks to all the stakeholders of the board for their engagement and participation. She further extended her thanks to the Government of Nepal and KOICA for bringing the project into a reality and trusting UNDP to implement the project and be a part of the team.

Ms. Labé explained the procurement procedures that are applicable for the national implementation in line with the international standards and assured that UNDP is happy to follow the national system should the board following an assessment decides that it is the most efficient and effective way to reach the planned targets for the year. She also assured that the process and procedure indicated in the project document will be followed unless otherwise decided by the board. She appreciated the suggestions provided by the colleague from KOICA. She ensured that UNDP will do its best to timely complete the planned activities and the project team will update KOICA and other board members regularly.

Ms. Seo Hee Chang, Deputy Country Director, KOICA

Ms. Seo Hee Chang, expressed her pleasure to be a part of PEB meeting. She also congratulated Mr. Subedi for his appointment as the National Project Director and showed her interest to work with him in the future. She also indicated that the project is a little behind the schedule compared to the work plan in the project document

She suggested to review and re-considered the timeline for baseline survey as there is limited time for complete all process including preparation of ToR selection of consulting firm, doing field work and produce the final report. She suggested expediting the ToR preparation process so that there will be more time for survey itself

Despite all this she is hopeful for achieving all the objectives of the project. In the same way as the MoALD, and the UNDP she ensures the same level of commitment and future support from KOICA for the implementation of the project.

Ms Labé highlighted how the project is an opportunity to address the economic, societal and environmental dimensions thus promoting sustainable food value chains: improving the quality of the commodities & impacting the consumers' behaviours. In the federalisation context of Nepal, the project could enhance revenues of the farmers, the returns on investments, and provide windows to collect taxes for the local government. This new project will have to work other similar projects and provide premise to combine technology & innovation and green jobs particularly for the young men and women of the country.

Mr Tej Bahadur Subedi, NPD

Mr Tej Bahadur Subedi concluded the meeting with his concluding remarks. He thanked all

