



**PDMA/PaRRSA**  
**Provincial Disaster Management Authority/  
Provincial Reconstruction Rehabilitation &  
Settlement Authority**  
Civil Secretariat, Peshawar.  
[www.pdma.gov.pk](http://www.pdma.gov.pk)



NO.PDMA/KP/AD (DRM)/BDRP/1-70/2019

Dated Peshawar the, 05<sup>th</sup> April, 2019

To

1. Representative Secretary Agriculture Department KP .
2. Representative Secretary Livestock Department KP .
3. Representative Secretary Planning and Development Department KP .
4. Representative Secretary Social welfare Department KP.
5. Representative Secretary Primary Health Care & Services Department KP .
6. Representative Secretary Education Reforms KP.
7. Deputy Commissioner D.I.Khan, KP
8. Deputy Commissioner Chitral, KP
9. The UK aid Department for international Development
10. Representative Food and Agriculture Organization
11. Representative concern worldwide.
12. Representative National Disaster Management Authority.
13. Representative United Nation World food program.
14. Representative of United Nation Development Programme.
15. Representative of ACTED.

Subject: **MINUTES OF THE MEETING REGARDING PROGRAMME MANAGEMENT COMMITTEE (PMC) MEETING KHYBER PAKHTUN KHWA BUILDING DISASTER RESILIENCE IN PAKISTAN**

Dear Sir,

I am directed to refer to the subject cited above and to enclose herewith the minutes of the subject meeting held in PDMA under the chairmanship of Director General PDMA on 26.03.2019 at 10:00 am -12:30 pm hrs for information and further necessary action please.

Yours faithfully,

Assistant Director (DRM)

**Copy forwarded for information to the:**

- i. PA to DG, PDMA-Khyber Pakhtunkhwa.
- ii. PA to Director (HR/Admn), PDMA-Khyber Pakhtunkhwa.
- iii. PA to Deputy Director, Projects PDMA.
- iv. Deputy Director (O&C), PDMA.

Assistant Director (DRM)

**MINUTES OF THE MEETING**  
**PROGRAMME MANAGEMENT COMMITTEE MEETING-KHYBER PAKHTUNKHWA**  
**BUILDING DISASTER RESILIENCE IN PAKISTAN**

1. **Date:** March 26, 2019 **Time:** 10:00-12:30  
2. **Venue:** PDMA KP office at Peshawar  
3. **List of participants:**

<b>Name &amp; Designation</b>	<b>Department</b>	<b>Name &amp; Designation</b>	<b>Department</b>
1. Parvaiz Khan - Director General	PDMA KP	13. Abdul Latif – Assistant Director	NDMA
2. Behzad Sardar- Deputy Director Projects	PDMA KP	14. Abdul Latif – Senior Liaison Officer	ACTED
3. Muhammad Ilyas – Deputy Director (O&C)	PDMA KP	15. Said Aftab – Head of Programme	ACTED
4. Ismail Khan – DRM Specialist	PDMA KP	16. Anwar Zeb Partnership Co.	Concern WW
5. Ayesha Quresh- Deputy Programme Manager	DFID	17. Naseem Ahmad – DTL	Concern WW
6. Akhlaq Ahmad- Programme Officer	DFID	18. Kanwal Manzoor - CSR Specialist	Concern WW
7. Fahim Ahmed – Project Coordinator	FAO	19. Shahid Hussain – Project Coordinator	Concern WW
8. Sher Khan – Field Officer	FAO	20. Pir Muhammad Khan – Assistant Chief	P&D KP
9. Alamgir Khan – Assistant Commissioner	DC Office Chitral	21. Hafiz Muhammad Naeem Zia- Livestock officer of AGA (F)	Agriculture Dept.
10. Aun Haider – Assistant Commissioner	DC Office D.I.Khan	22. Naeem Iqbal- NPC-DRR	UNDP
11. Khalid Rasool –	WFP	23. Shoaib Khan – Assistant Director	Social Welfare Dep KP
12. Sultan Mehmood- DRR Policy Officer	WFP	24. Maria Daud	WFP

#### 4. Agenda

Time	Agenda Items	Responsible
10:00-10:15	Recitation of Holly Quran and Participants Introduction	Participants
10:15-10:25	Opening Remarks	DG PDMA
10:25-11:00	Major achievements & Challenges under BDRP-I in Punjab and Sindh	FAO and Concern led Consortium members
11:00-11:15	Building Disaster Resilience Programme in Pakistan – An overview and Way forward	DFID
11:15-12:15	<b>Joint Presentation:</b> - Brief Presentation on overall Programme intervention (CBDRM & Institutional Capacity Development) - Required Support from all of the stake holders	FAO and Concern led Consortium members.
12:15-12:25	AOB - Next PMC meeting in KP	
12:25-12:30	Concluding remarks	DG PDMA

#### 5. Key Discussions Points:

- a) First meeting of the Programme Management Committee (PMC) under the Building Disaster Resilience in Pakistan (BDRP) programme was held on March 26<sup>th</sup>, 2019 at 10:00 hrs in the office of Director General Provincial Disaster Management Authority (PDMA) Khyber Pakhtunkhwa, Civil Secretariat Peshawar. The honourable Holly Quran followed by a formal welcome of the meeting participants and acknowledgement of their participation.
- b) A joint presentation was given by FAO and Concern representatives. The presentation highlighted key achievements of the BDRP Phase-I. The forum was informed that the programme benefitted a considerable number of individuals including male, female, persons with disability and elderly community members through CBDRM, WASH, infrastructure and livelihood interventions. They were also informed about strategic and policy level support extended at national and provincial level in Phase-I.
- c) The presentation also covered core components of BDRP programme implementation phase-II in KP, which will be implemented by Sep 2020. The key activities are expected to deliver positive results both at provincial level and on the target communities of both selected districts (D.I. Khan and Chitral). A detail work plan for the upcoming quarter covering both components CBDRM and Institutional strengthening was also part of the presentation. At the end of presentation, a way forward for the BDRP-II Programme in Khyber Pakhtunkhwa was also shared that includes Notification of selected union councils of Phase II by PDMA Khyber Pakhtunkhwa and also requested district administration representatives to notify district technical support groups (TSG).
- d) The forum was informed that the BDRP phase -II programme will be implemented in the 2 targeted districts of Khyber Pakhtunkhwa with total of 14 Union Councils, which include UCs *Ayun, Lotkoh, Shoghore, Karimabad, Yarkhoon, Kosht* and *Owir* of Chitral and UCs *Chahkan, Mandhra, Gandi Umer Khan, Khap Shumali, Kat Garh, Bilot Sharif and Lar* of D.I. Khan. In response to the question regarding criteria for selection of UCs in Khyber

Pakhtunkhwa, the representative of FAO and Concern responded that these UCs were selected on the basis of their prevailing risks and vulnerabilities following multi-hazard criteria. A comprehensive assessment was also carried out in collaboration with key stakeholders at district, UCs and village levels. The list of selected UCs were further shared in the provincial inception workshops for further review and finalisation.

Following are some recommendations made by DG PDMA and other stakeholders, which are well noted for future reference and further action:

- a. DRM Specialist PDMA KP informed the forum that all activities related to MHVRA and institutional support for District DRR should be carried out in consultation with the PDMA office. He further added that the consortium should share list of volunteers / communal groups trained under the CBDRM component with the PMDA.
- b. On presenting the next quarter plan, DG PDMA recommended to make future presentations with necessary details like district wise budget, targets, key steps towards achieving those targets and timeline so that quarterly progress against each target / activity should be traceable and measured in the next PMC meetings.
- c. In response to the development of provincial working group on Public Private Partnership (PPP) under the BDRP project, the DG PDMA noted that in Khyber Pakhtunkhwa, presently there is no such partnership exist among public and private sector on disaster risk reduction. He emphasized on the need to identify potential private sector institutions who can work with PDMA in building resilience in disaster affected / prone areas of Khyber Pakhtunkhwa. He further added that at initial stages some model interventions can be initiated and can be further upscaled. The UNDP responded that there are good examples of public and private sector partnerships in other provinces and the best practices can be adapted in Khyber Pakhtunkhwa.
- d. On the notification of selected UCs from PDMA, Deputy Director (O&C) PMDA Mr. Ilyas Khan informed the forum that each implementing partner operating in KP should obtain NOC first for the project implementation from PDMA. He further advised to collect a detailed checklist from his office and apply for the NOC by filling those checklists. Concern and ACTED are to follow the process. DG PDMA advised his staff to support the partners in processing the NOC in the coming days, meanwhile also advised Consortium members to carry on the activities in the districts without any break.
- e) Mr. Akhlaq Ahmad from DFID extend acknowledgment to PMC members for their participation and support. He further added that next PMC meeting will provide an opportunity to discuss issues, challenges and opportunities. Ms. Ayesha, DFID representative reiterated to strengthen coordination at district level among BDRP Consortium members and district authorities.

- f) The meeting concluded with a vote of thanks by the Director General PDMA Khyber Pakhtunkhwa and appreciated the consortium members for their efforts in improving the resilience of the communities in the targeted districts.
- g) The next meeting is scheduled to be held in the last week of June 2019.

6. **Action Points**

Sr.	Item/Point	Responsibility	Timeline
1.	The presentation to PMC especially quarterly progress updates to include activities with key steps and clear timelines easily measured against achievements.	FAO/Concern	June-2019
2.	The BDRP consortium will be in close coordination with PDMA-KP office for all project related activities at provincial and district level.	BDRP consortium	On-going
3.	UNDP will closely work with PDMA KP for engaging potential private sector firms who can facilitate PDMA in building resilience in disaster affected / prone areas.	PDMA/UNDP	June-2019
4.	Concern led consortium members to process NOC for the project activities in the districts, and collect checklist from PDMA KP office and apply for the NOC accordingly.	Concern/ACTED	April-2019
5.	Endorsement of revised ToRs for PMC meetings once UCs are notified	PDMA KP/FAO	June 2019