

Knowledge for Development Management (K4DM) for ERD UN Wing Project
Minutes of the Project Executive Board - First Meeting

Chairperson : Mohammad Mejbahuddin, Senior Secretary, Economic Relations Division
Meeting date : 19 January (Tuesday) 2016
Time : 3.30 pm.
Venue : NEC-1 Conference Room

Agenda :
1. Apprising members of structures and components of the project;
2. Reviewing progress of implementation of the project;
3. Prioritizing activities of the project for 2016; and
4. Miscellaneous

The first meeting of the Project Executive Board of the 'Knowledge for Development Management (K4DM) for ERD UN Wing' project was held on 19 January 2016 (Tuesday) at the NEC-1 Conference Room. The meeting was chaired by Mohammad Mejbahuddin, Senior Secretary, Economic Relations Division. A list of participants is attached, Annex – A.

Introductory Remarks:

After welcoming the participants, Chair observed that the issue of knowledge management is an interesting and important issue, and the project was initiated with the noble objectives of improving knowledge management and promoting knowledge partnerships. He further observed that it is time to start implementing the project activities in full swing with a view to catch up the time lost resulting from some initial delay in making the project on-board.

Additional Secretary, UN Wing of ERD and the National Project Director also noted the K4DM project as a new type of project aiming at generating, managing knowledge and its application. The planned project activities will mostly address the soft areas of transformational change like platform for sharing and managing knowledge, repository for storing and retrieving project information, networking with state and non-state actors on various development issues, exploring the possibility of reintroducing the national human development report, strategic research on emerging new ideas etc. The planned activities would facilitate a knowledge-based approach for future interventions.

Presentation on Progress and Project Activities

With a view to apprise the members of the Project Executive Board, the National Project Manager of the K4DM Project made a power-point presentation focusing on some initial activities taken so far, the overall reflection on the project activities and the proposed Annual Work Plan (AWP) for 2016. The meeting was informed that the project document was signed between ERD and UNDP in September 2014 and the TPP was approved by the Planning Commission in July 2015. The implementation period of the project is from January 2015 to December 2017. Total project cost is 2400.00 Lakh Taka (3.07 Million USD) out of which GOB contribution is 60.00 Lakh Taka (0.07 Million USD). The remaining 2340.00 Lakh Taka (3.00 Million USD) will be mobilized from UNDP's core resources.

There following three components of the project along with major activities to be undertaken under them were introduced during the presentation:

- (i) Coordination for transformational results
- (ii) Collaboration for transformational results
- (iii) Support to transformational results.

The meeting was further informed that the first two components would be implemented under National Execution Modality (NEX) with support from UNDP country office while the third component would be directly implemented by UNDP in regular consultation with ERD and other partners. The Board members were also apprised about the implementation progresses made so far especially in the areas of recruitment of project staff, procurement and setting up a project office. The draft AWP for 2016, prepared in close consultation between ERD and UNDP, was presented in the meeting. As agreed by both parties, five activities were identified under AWP 2016 which are as follows: (i) promotion of South-South and triangular cooperation, (ii) revision of programming manual, (iii) support to strategic research and collaboration, (iv) strengthening collaboration on resource mobilization and (v) operationalizing project information repository platform. The presentation is attached, Annex – B.

Discussion and Review

National Project Director and Additional Secretary, UN Wing of ERD apprised the meeting that the project aims to work in conjunction with UNDP supported 'Aid Effectiveness' project at the ERD and 'Support to Sustainable and Inclusive Planning' project at GED.

Appreciating the project Mr. Md. Rafique Ahmed Siddique, Deputy Chief of the Development Effectiveness Wing added that Development Effectiveness Wing would be benefitted as well from the targeted activities under the project. Referring to the upcoming closure of 'Aid Effectiveness project', he further observed that K4DM project would continue the knowledge management initiatives of ERD on UNDP funded projects as well as other avenues of development.

Pauline Tamesis, UNDP Country Director commented that the project was initiated out of ERD and UNDP's interest, particularly for enhancing capacity of ERD officials in the field of application and dissemination of knowledge. The activities articulated in the project document were quite broad. Ms. Tamesis mentioned that given the changing context resulting from delay in implementation would affect UNDP's ability to provide the initially committed USD 3 million in full. She requested the Chair for guidance in terms of prioritizing the activities within the currently available resource. For addressing the resource scarcity, she recommended two ways; firstly, prioritizing and scaling back the ambition and secondly, putting in place a vigorous resource mobilization strategy. Regarding resource availability she explained that in spite of sincere efforts, UNDP would not be able to mobilize the resources allocated in the current year's project budget. Out of one million, UNDP would provide 249,000 (two hundred forty nine thousand) US dollar for the project in 2016. Drawing attention to resource scarcity she emphasized on the need of exploring resource mobilization strategy for the implementation of effective policies and programme. She outlined UNDP priorities to the K4DM; firstly, the application of the South-South and Triangular Cooperation to its fullest advantage in Bangladesh. In this regard, it is important to have consultation on how South-South modality could be a part of the new development cooperation and partnership; secondly, knowledge codification, referring to which she mentioned how the National Human Development Report (NHDR) can contribute as a way forward to codifying results to be achieved from development interventions. In this connection she indicated the readiness of UNDP Head Quarter for providing technical assistance. She mentioned that, BRAC expressed their interest to partner in preparation of the NHDR.

Chair opined at this point that ERD is already working on the South-South and Triangular Cooperation (SSTC). It would be useful at this point to do some stocktaking on what we have already done and what further needs to be done. The project can provide support to those initiatives which ERD is interested to work on in terms of further scaling up the SSTC.

Commenting on the National Implementing Modality (NIM), as developed by the UNDP, the Chair made observation that the document (NIM) should widely be consulted with all stakeholders. In this connection he directed to review the document (NIM) in conjunction with the National Execution (NEX) Manual, which is in effect and being followed.

On the proposed activity of forming a group comprising of eminent persons, Chair underscored the need for identifying the appropriate areas and carefully articulate the Terms of Reference (ToR) for the group so they feel motivated to be engaged in the process of contributing to national development with their expertise. If they are not given the clear indication on the nature of their engagement and how the outcome of their contribution would support the formulation of policies and implementation of programs, it might be difficult to keep them engaged sustainably.

Responding to the reduction in the committed amount as informed by Country Director, Chair advised the project team to undertake urgent steps to revise the ADP allocation based on UNDP's resource availability for the fiscal year 2015-16.

Responding to a query of the Chair on proposed activities for resource mobilization, UNDP Assistant Country Director Ms. Shaila Khan explained that activities proposed in the AWP 2016 are mostly for gathering knowledge, sharing experience/information and conducting research by the ERD officials on best practices of resource mobilization in this region. It would help ERD gather practical knowledge and develop better understanding on the new and innovative sources of financing and modalities of cost sharing being followed by other programme countries. As a result, Bangladesh would be able to attract development assistance from the potential development partners including the private sector which is more important in the backdrop of declining resource flow from the traditional donors.

Additional Secretary, UN Wing and the NPD further elaborated that under the proposed activities on resource mobilization, innovative financing and new modality of resource mobilization will be explored. Research will be conducted under the project for reaching to the non-traditional sources/partners for development cooperation in innovative way. This will ultimately contribute to enhance ERD's capacity on harnessing new development cooperation and coordination with diverse stakeholders.

Additional Secretary, UN-1 noted at this point that cost sharing issue is also included under the proposed activities of resource mobilization, but it needs the policy decision and guidance of the Finance Division. Chair concluded that the issue of cost-sharing is a national policy decision to be decided by the highest level of the Government. It cannot be addressed merely by the project activities in question. He further stated that the Government is ready to upscale the projects/programme which would have long-term impact on national development. Therefore, the proposals for financing good projects and programme would be seriously considered.

The meeting also discussed that it would be more practical to undertake the activities in the 1st year which are already in progress so that the ongoing activities can be accomplished smoothly. For example, formation of a forum of the Finance and Development Ministers of the southern countries can be prioritized in the AWP 2016. Likewise, she commented, formation of a group of eminent persons can be undertaken in the AWP 2016 as a positive move of the Government to engage the eminent persons in national issues.

Joint Secretary, UN-4 identified the beginning of the project K4DM as a happy moment for the UN Wing of ERD. Establishing a knowledge-base on UNDP funded projects/programme is a long felt need. Implementation of K4DM might be of great help of meeting this need. She stressed on ensuring the quality of works of the consultants to be hired under the project. Assistant Country Director of UNDP assured that UNDP would maintain its standards, and would engage both international and national consultants in rendering the project activities.

Decisions

The meeting took the following decisions:

- (i) The proposed activities as presented in draft Annual Work Plan (AWP) of 2016 is approved by the Project Executive Board.
- (ii) The project team would take immediate steps to revise the ADP allocation of current year to adjust the reduction in the project budget.
- (iii) The project will take initiative for reviewing the existing NEX manual.
- (iii) The project management team would carefully articulate the Terms of Reference of the Eminent Persons' group for ensuring their active engagement in a sustainable manner.
- (iv) While exploring the innovative modalities for resource mobilization under the project, the issue of cost sharing will be addressed at the appropriate policy level outside the purview of the project intervention.

The meeting was concluded with a vote of thanks by the Chair.


(Mohammad Mejbahuddin)
Senior Secretary


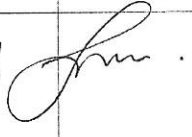

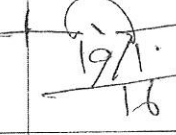
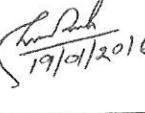


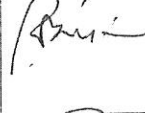

**The first meeting of the Project Executive Board of "Knowledge for
Development Management (K4DM) for ERD UN Wing" Project**




Date: 19 January 2016

Time: 3.30 pm

Venue: NEC-1

List of Participants

Sl.	Name & Designation	Ministry/Division/ Organization	Phone & E-mail	Signature
01.	Md. ASHADUL ISLAM Addl. Secretary	ERD	017640610131 01764610131	
02.	Shamina Nargis Add. Technical Secretary	ERD	0173-7686 901	
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04.	M. A. MANNAN HOWLADER Add. Secretary (SEV)	SID	0176149 2444	 19.1.16
05.	Mohammad Shamsul Alam Joint Secretary (UN-2)	ERD	01552-388687 mshalam4070@yahoo.com	 19/01/2016
06.	Pauline Tamesis	WNDP		
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