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## Minutes of Meeting of the 5<sup>th</sup> Project Board Meeting

The 5<sup>th</sup> Board Meeting for the Project “Reducing Climate Change-induced Risks and Vulnerabilities from Glacial Lake Outburst Floods in the Punakha-Wangdi and Chamkhar Valleys” was held at the Department of Industry’s (DOI) Conference Hall, Thimphu on 16 September 2009. The meeting was chaired by Dasho Sonam Tshering, Secretary/Chairman Project Board, Ministry of Economic Affairs. The meeting was attended by the project board members and other participants given as Annexure.

At the onset, Mr. Yeshe Dorji, Project Director from the Department of Geology and Mines welcomed the Chairman and Project Board (PB) members to the meeting.

Dasho Sonam Tshering, Secretary/Chairman, Ministry of Economic Affairs, welcomed members of board to the meeting. He also informed that the 5<sup>th</sup> Project Board meeting was called to take decisions related to installation of GLOF Early warning System and to provide updates on the status of other project components. He also reminded that, since the project is governed by the project board members, Chairman alone will have no authority to take a decision.

The project managers of the respective components of the project made presentations to the board and the following issues were discussed and approved.

### Presentation by Department of Geology and Mines DGM)

1. The Project Director, DGM presented the Status on the Thorthormi Mitigation Work in Lunana.
2. DGM informed the meeting that Throthormi mitigation work started on 4<sup>th</sup> August after installing the “Sachu Bumtair”. He also reported that the actual excavation work commenced from 1<sup>st</sup> week of September. He also reported that as of the September 14, 2009 the water level of main lake was reduced by 32.5cm, Subsidiary lake by 47cm and Subsidiary lake II by 41cm.
3. DGM also reported that transportation from the road head to Lunana was well organized with the support from Dzongkhag administration Gasa. Transport of working tools achieved was 100% and transportation of rations to Thanza was 90%.
4. DGM also reported the accident that occurred at the site whereby a worker was hit by a dart on his temple. The worker had to be evacuated by chopper.
5. DGM also sought approval for the followings:
  - a. **Budget used for Construction of Chorten and Rimdro -Nu. 48000/**  
With regard to expenditure of Nu.48000.00 (forty eight thousand only) for Rimdro and consecration of Chorten, the board directed to book the expenditure under budget head: Miscellaneous Expenditure of the project.
  - b. **Dinner hosted Project Director Nu. 1500.00/**

With regard to expenditure of Nu.1500.00 (One thousand five hundred only) for hosting of dinner for team member at Lunana, the board directed to book the expenditure under the allocated fund for food under the project.





**c. Issuance of certificate to the workers and the staffs deployed for the project.**

With regard to issuance of certificate to the workers and staffs deployed for the project, the project board agreed that such certificates can be awarded.

**d. Provision to allow the staffs to use the satellite phone to contact their families twice a month for a duration of 3 units.**

With regards to the above submission, the project board informed the meeting that we should not differentiate between the officials and workers. Since the satellite phones were procured to be used only during emergency, staff cannot use the satellite phone to contact their family as submitted. However, the project board directed all staff at Lunana to use the HF-Wireless communication. Since DGM is currently using the Flood Warning wireless set and since the allocated frequencies disturb regular communication of flood warning, the Project Board directed that DGM may have to arrange new HF wireless sets and frequencies.

6. UNDP also informed the meeting that there has been a number of inquiries from international agencies, journalists, governments and individuals on the implementation of the GLOF project. Therefore, it is important for the project team to update the project web site launched during the preparatory phase of the project and maintained by the Department of Geology and Mines. UNDP also informed the meeting that the web site is not updated since it was launched. In this regards, the project board directed the DGM to upload and updated the web site regularly (on weekly basis). The Chairman also instructed DGM to update the website by 17 September 2009. The project team was instructed to update the website with latest information.

**Presentation by the Department of Energy (DoE) Ministry of Economic Affairs:**

1. The Project Manager, DOE, presented the GLOF EWS system design and its components including the status of the project components.
2. DOE informed that meeting that it is difficult to come up with realistic cost estimates and technical specifications of equipments for installation of GLOF Early warning System because of the:
  - a. complex nature of the of EWS lot of components such as water level sensors, communication system, public sirens, SCADA system etc that will require experts/specialist to integrate the system;
  - b. limited technical capacity of staff and
  - c. lack of firms within Bhutan that are dealing with GLOF Early warning system.
3. DOE also informed the meeting that DOE has not recruited independent consultant to carryout survey, design and cost estimate of the project as this will have implication on the limited fund allocated for the installation of GLOF Early component.
4. DOE informed the meeting that they have decided that the supply, installation, testing and commissioning of GLOF EWS works will be awarded to relevant Firm/Contractor on turn-key basis. DOE also informed the meeting that they have already called for "**Expression of Interest (Eoi)**" and the following five firms submitted the EOI.
  - a. M/s Vaisala, Finland
  - b. M/s USD Enterprise, Bhutan





- c. M/s Ugyen Trading House, Bhutan joint venture with Motorola Singapore
  - d. M/s Marubeni Corporation, Japan
  - e. M/s The Friendship, India joint venture with Endress + Hauser [India] Pvt. Ltd. and Sai Technologies, India.
5. DOE informed the meeting that before tendering of works, supply of goods and services, the procuring agency is required to accord "**Technical Sanction**" from the Competent Authority. DOE reported that for this project it was not able to accord "Technical Sanction" because there is no realistic cost estimate and technical specifications for the equipments.
  6. DOE apprised the meeting that the Punatsangchhu Hydropower Project Authority (PHPA-I) agreed to co-finance Nu. 10.00 million for the installation of GLOF Early Warning System in the Punakha-Wangdi valley, but reported that there is still a deficit .
  7. DOE sought approval for the followings:
    - a. **Project Board's administrative approval instead of "Technical Sanction" to go-ahead with the bidding process without total committed funds for the project component.**

With regard to the above submission, the Project Board directed DOE to go ahead with the tendering process. The meeting directed that all the tendering process (opening, evaluation of bids) shall be done by DOE as per existing rules and regulations. DOE was further directed by PB that final award of work has to put up to the Project Board for approval.
    - b. **Insurance for DOE counterparts while working in Lunana area**

With regards to insurance for DOE counterparts while working in Lunana area, the PB endorsed the coverage of insurance for DOE staff as submitted by DOE. The PB directed the Project Director to include the budget in the overall budget of the project component. Insurance policy should be similar as subscribed by DGM.
    - c. The PB instructed DOE that the annual maintenance contract should not be charged to the project. This has to be funded by the RGoB.
    - d. **Board directives on mobilization of fund deficit;**

With regard to addition fund requirement of the project component, the meeting agreed to discuss and decided before award of work to the Firm/ Contractor.

**Presentation by the Department of Disaster Management (DDM), Ministry of Home and Cultural Affairs:**

1. The Project Manager, DDM, presented the status of the project component including both physical and financial progress.
2. DDM informed the meeting that DDM implemented the following activities:
  - a. Organized Sub-committee meetings for the finalization of the DM bill.
  - b. Translated National Disaster Management Bill into Dzongkha;
  - c. Organized 8 days training of trainers on Community Based Disaster Risk Management Planning for Punakha and Wangdue Dzongkhags;
  - d. Released budget to the dzongkhags for carrying out CBDRM activities

- e. DDM Teams in Punakha and Wangdi Dzongkhags organized orientation workshops for the Gups, Mangmis and GAOs;
  - f. Organised meetings with sector focal persons to discuss the illustrations for the Emergency Safety and First Aid Handbook;
  - g. Completed illustrations for the Emergency Safety and First Aid Handbook;
  - h. Procurement of basic equipments for the Dzongkhag EOC for the three pilot dzongkhags and
  - i. Field visit for a team from the DDM and pilot Dzongkhags
3. DDM sought approval for the followings:
- a. **Re-appropriation of fund from one Output to another output**  
The meeting discussed that re-appropriation of budget within one output can be done at project director level in consultation with project manager. However, for re-appropriation from one output to the other it was decided this would have to be discussed with the GNHC and the UNDP.
  - b. **Budget not available for carrying out DM planning activities in Bumthang**  
The DDM sought approval for carrying out this activity either using the RGOB budget or through savings from other activities (Outcome 3) under the DDM's component. The PB endorsed the proposal.
  - c. **Uniform rate of DSA for travel to Lunana.**  
With regard to uniform DSA for travel to Lunana for DDM staff, the meeting discussed that the PB has no authority to take decision on DSA since the approval had been granted by the MoF. The DDM and the Project Director was directed to go through the order issued by the MOF on this and to see if the rate approved by the Government could be applied for all those associated with the project or if it is only applicable for those staff who are working and based in Lunana.

Before conclusion of the meeting, Chairman directed the Project Director, DGM to take precautionary measures while planning the return of the mitigation team from Lunana by late October. He instructed that DGM should plan the return of the mitigation team properly.

The meeting was concluded by Chairman thanking members of board and other participants.

Signed on 06/10 / 2009

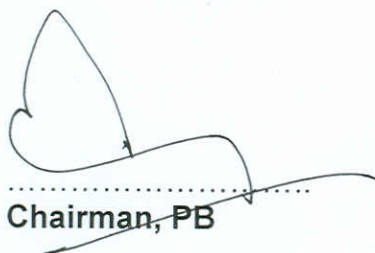
Thimphu, Bhutan



UNDP

X

GNHC



Chairman, PB





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## Annex

### List of Participants attended the 5<sup>th</sup> Project Board Meeting held on 16 September 2009.

1. Dasho Sonam Tshering, Secretary/Chairman PB, Ministry of Economic Affairs;
2. Mr. Christian Mazal, Resident Coordinator, ACO, Thimphu;
3. Mr. Yeshi Wangdi, Director General, Department of Energy (DoE), MOEA;
4. Dr. Ugyen Dophu, Department of Public Health, MoH;
5. Mr. Yeshi Dorji, Project Director/Offtg. DG, DGM
6. Mr. M.N Lamichaney, Department of Roads, MoWHS;
7. Mr. Karma Raptan, UNDP, Thimphu
8. Mr. Ramesh Chhetri, ACO, Thimphu
9. Ms. Thinley Palden, PPD, MOF
10. Ms. Sonam Y Rabgye, UNDP, Thimphu
11. Ms. Sonam Dekl, PM (DDM), DDM, MOHCA;
12. Mr. AVK Rao, TMO, DOE, Thimphu;
13. Mr. Karma Dupchu, PM (DoE), DOE;
14. Mr. Tshering Norbu, Asst. Adm. Officer, Punakha Dzongkhag, Punakha
15. Mr. Samten Wangdi, DGM, MoEA

*Absent Members.*

1. *Jambay Zangpo, GWH Commission*