

**TECHNICAL ASSISTANCE PROJECT PROFORMA/PROPOSAL (TPP)**

**INTEGRATED PROTECTED AREA CO-MANAGEMENT PROJECT (IPAC)  
(USAID Grant Agreement No. 388-A21)**

**Funded by USAID**

Project Cost:		(in Lakh Taka)	
Total	GOB	Project Aid (PA)	
		RPA	DPA
502.639 (US\$ 721,250)	90.314	-	412.325

**Project Duration: July 2008 to June 2009**

**August 2008**

**Forest Department (FD)  
Department of Environment (DoE)  
Ministry of Environment and Forests (MoEF)  
&  
Department of Fisheries (DoF)  
Ministry of Fisheries & Livestock (MoFL)  
Bangladesh**



## Acronyms

AIG	Alternative Income Generating
CBO	Community Based Organization
CF	Conservator of Forests
CMC	Co-Management Council / Committee
COP	Chief of Party
CWBMP	Coastal and Wetland Biodiversity Management Project
DCCF	Deputy Conservator of Forests
DoE	Department of Environment
DoF	Department of Fisheries
DPP	Development Project Performa/Proposal
ECA	Ecological Critical Area
ERD	Economic Relations Division
FD	Forest Department
GOB	Government of the Peoples Republic of Bangladesh
IPAC	Integrated Protected Area Co-Management
IRG	International Resources Group
MACH	Management of Aquatic Resources through Community Husbandry
MHFW	Ministry of Health, Family Planning and Welfare
MoEF	Ministry of Environment and Forests
MoFL	Ministry of Fisheries and Livestock
NGO	Non-Governmental Organization
NSP	Nishorgo Support Project (co-management of tropical forest resource)
PA	Protected Areas (National Park, Wildlife Sanctuary & Game Reserve)
PD/NPD	Project Director / National Project Director
PIC	Project Implementation Committee
PROAG	Program Objective Grant Agreement
PSC	Project Steering Committee
RMO	Resource Management Organization
SDC	Swedish Development Corporation
TPP	TECHNICAL PROJECT PROFORMA/PROPOSAL
UNDP	United Nations Development Program
USAID	United States Agency for International Development
WFC	WorldFish Center



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## TECHNICAL PROJECT PROFORMA/PROPOSAL (TPP)

### PART - A

#### Executive Summary

- 1) **Project ID** : USAID Grant Agreement No. 388-A21
- 2) **Project Title** : Integrated Protected Area Co-Management (IPAC)
- 3) **TPP date** :
  - i. **Date of commencement** : 1 July 2008
  - ii. **Date of completion** : 30 June 2009
- 4) **Name of the concerned sector (of the Planning Commission):** Forest, Fisheries and Livestock Wing  
Agriculture Sector
- 5) **Name of the Ministry/Division/ Agency responsible for**
  - a) **Sponsoring** : Ministry of Environment and Forests (MoEF)  
Ministry of Fisheries and Livestock (MoFL)
  - b) **Execution** : Forest Department (FD)  
Department of Environment (DoE) &  
Department of Fisheries (DoF)
- 6) **Name of the Project Director:** Regarding Project Director (PD) of the IPAC project, it was discussed and decided in the meeting held on July 16, 2008 at the ERD that the "Component wise Project Director will be selected/decided by the Steering Committee". The meeting was chaired by Additional Secretary, ERD. The meeting minutes is in (Appendix - II-A).
- 7) **Name and official address (s) of the officer (s) responsible for the preparation of the TPP** :
 

Md. Mozharul Islam  
Assistant Chief Conservator of Forests,  
Development Planning Unit, Bana Bhaban,  
Agargaon, Dhaka.

Mr. Farid Ahmed, Programmer, Planning Unit  
Bana Bhaban, Agargaon, Dhaka

Mrs. Rafiq Sultana  
Asst. Conservator of Forests, NSP  
Bana Bhaban, Agargaon, Dhaka

- 8) **Name/Designation of Development Partner Contact** : Ms. Anne Williams, Director,  
Economic Growth Office, USAID,  
US Embassy, Dhaka
- 9) **Source of financing with cost:** USAID/Bangladesh

(in Lakh Taka)

Sources of financing	In kind (equivalent amount)	In cash		Total	Mode of financing (loan/credit/grant, etc.)
		Local	FE		
Government of Bangladesh	90.314	-	-	90.314	In kind
Development Partner USAID	-	-	412.325	412.325	Grant
Other (specify)	-	-	-	-	
<b>Grand Total</b>	<b>90.314</b>	<b>-</b>	<b>412.325</b>	<b>502.639</b>	

- 10) **Exchange rate with date** : 1 US \$ = Bangladesh Taka 69.69

- 11) **Year-wise breakdown of cost** (in Lakh Taka)

Financial Year	Total Cost	FE Cost	Taka Cost	GOB Cost (F.E.)	Project Aid		CD VAT
					RPA	DPA	
1	2	3	4	5	6	7	8
Year 1	502.639	412.325	90.314	90.314	-	412.325	-
<b>Total</b>	<b>502.639</b>	<b>412.325</b>	<b>90.314</b>	<b>90.314</b>	<b>-</b>	<b>412.325</b>	<b>-</b>

Note : Column 2 = Column 5 + Column 6 + Column 7

Column 4 = Column 5 + Column 6

Column 3 = Column 5 (FE) + Column 7

- 12) **Attach Economic code and and sub-code wise description of component and year-wise breakdown of cost (as per Annexure -1)** : Attached in Annexure-I
- 13) **Linkage to other project (s)/ program(s)/organization(s)** : This project, within the framework of GOB planning and policy framework, has direct linkages with the cross cutting issues of different sectoral and inter- sectoral development projects in general and with many land-based environmental programs/projects aimed at poverty reduction, AIG activity, climate change and nature resource management in general and with many land and water based environmental programs/projects of GOB agencies engaged in

forestry, fisheries and environmental sectors. For example, IPAC will share experiences and collaborate with DOE's CWBMP (UNDP funded), MOEF's Community Based Sustainable Management of Tanguor Haor Project (funded by SDC), Community Based Fisheries Project under DoF as well as USAID funded MACH (DoF), Nishorgo Support Project (FD), PRICE Project, Leaders of Influence Project and Smiling Sun Project (MHFW).

- 14) **Provision in the current year's ADP** : The TPP is proposed to be included in the current year's (2008-09) revised ADP as a new Project.
- 15) **Financing after the completion of the Technical Assistant Project**
- i) **Required amount (in Lakh Taka)** : Total Tk. 11215.037 ←
- ii) **Source of financing** : GOB & USAID
- iii) **Mode of financing (Loan/grant/development/revenue budget)** : GOB Tk. 974.549 (in kind)  
USAID Tk. 10204.488 (including local currency/RPA Tk .1742.250)
- 16) **Actions expected after completion of the project.** : The TPP is designed as a bridge to the incoming IPAC DPP. Output achieved and remaining input to be transferred to the IPAC DPP.



## Part - B Project Details

### 17) Situation Analysis

In the country's agrarian economy, characterized by high population and rural poverty, the PAs have historically been an intimate interspersion of habitations and cultivation. Anthropogenic pressures, including increased and unsustainable commercial extraction of forest produce and fish resources, and the encroachment of publicly owned forestland and wetland for habitations, agriculture and industry led to widespread shrinkage and degradation of PAs in Bangladesh. Exploitative harvesting from the forests and wetlands has jeopardized the very existence of biodiversity in many PAs. This has adversely affected the welfare of local communities as well as conservation status of PAs.

The production of wood and fish stock has in past been emphasized while managing public forests and wetlands. The value of other forest and wetland functions and services such as regulation of stream flow, source for biological diversity, carbon sink and livelihood for rural poor was neither adequately appreciated nor accounted for in management decisions. The livelihood patterns of natural resources dependent people have been affected adversely. In addition to development pressures on forestland and wetland, the traditional livelihood dependency of local communities is an important aspect of any future PA co-management. As a result, the PA conservation priorities cannot be set in isolation from sustainable resource use and co-management.

Participatory forestry and fisheries projects have been implemented in Bangladesh with the financial and technical assistance from both multilateral and bilateral agencies. Sectoral development projects have been implemented with a major shift in favour of participatory management of forests and wetlands. For example, *in lieu* of management and usufructory rights local communities participated in developing, protecting and co-managing forests and wetlands under Nishorgo and MACH projects supported by the USAID/Bangladesh.

### 18) Objectives

#### (i) Overall:

The purpose of IPAC project is to provide technical advisory and assistance services to a range of stakeholders including the GOB's relevant ministries and technical agencies to promote and institutionalize an integrated PA co-management system for sustainable natural resources management and biodiversity conservation that results in responsible, equitable economic growth and good environmental governance.

The following objectives will be implemented in order to achieve the above-stated project goal:

1. Support the further development of the natural resources sector and the conservation of biodiversity;
2. Develop a PA strategy that applies to all ecologically and economically significant areas, including freshwater and forests ecosystems;
3. Assist in technical capacity building for PA co-management;

4. Expand the geographic area under co-management to ensure the long-term success of the model and to extend socio-economic benefits to neighboring communities; and
5. Help address climate change mitigation and adaptation issues.

(ii) **Specific**

*Component 1 – Development of IPAC Strategy*

*Objectives -*

- Develop a strategic framework for the management of natural resources and protected areas (PAs) in a coherent manner so as to establish a national, integrated Protected Area system, managed with the full participation of local stakeholders;
- Support the IPAC strategy development with constituency building, outreach and awareness raising, and
- Develop partnerships to finance the implementation of the IPAC strategy

*Component 2 – Building Institutional Capacity*

*Objectives -*

- Assist the GOB and relevant NGOs and communities in implementing co-management within PA and
- Develop the ability of communities to continue such programs on their own.

*Component 3 – Site specific Implementation*

*Objectives -*

- Provide complementary support and consolidate co-management to existing MACH and NSP PAs/sites,
- Provide support to extend co-management to other wetland / coastal sites and priority PAs,
- Work with FD, DoF and DoE and local stakeholders to institutionalize and scale up beneficial impacts.

19) **Strategy**

Protecting and co-managing forests and wetlands by developing and formalizing a collaborative arrangement between stakeholders of local communities of forests and wetlands will improve the overall ecosystem productivity for society and reduce poverty for resource co-managers. This has successfully been demonstrated on pilot scale by implementing USAID funded Nishorgo Support Project (of FD) and MACH project (DoF). The scaling up PA co-management by using successful lessons learned from Nishorgo and MACH will be achieved by working in five clusters as listed below.

A national system of integrated PA co-management will be defined and formalized so as to allow inclusion of different habitat types, levels of co-management, etc. An IPAC Strategy Working Group will be formed and supported to ensure that IPAC is grounded in proven co-management principles and incorporates strategic elements that reduce poverty while contributing to national development goals. In addition, a targeted communication strategy will be developed to build an expanded, diverse constituency for IPAC and to mobilize key stakeholders to implement the IPAC strategy.

Training and capacity building among the key government institutions and local stakeholders will be important part of the planned approach under IPAC. Sustainable conservation

financing will be explored and site specific interventions including alternative income generation activities needed for enhancing resilience and adaptability of vulnerable communities will be attempted in selected clusters.

The following five Clusters, including 26 targeted sites covering over 360,000 hectares and the surrounding landscapes with rural communities of 2.2 million people, are included in IPAC (Appendix – 8: Table A, and Appendix - 9):

1. Sylhet (Tanguar Haor, Hail Haor, Hakaluki Haor, Lawachara, Rema-Kalenga, Satchari Khadimnagar protected areas)
2. Chittagong Hill Tracts (Pablakhali, Kaptai protected areas)
3. Southeastern (Sitakunda, Teknaf, Inani, Himchari, Medha Kachapia, Fasiakhali, Chunati protected areas)
4. Central (Ramsagar, Madhupur and Bhawal National Parks, Gazni sal forests; Kangshaw-Malijhi and Turag-Bangshi wetlands)
5. Sundarbans (East, West and South Wildlife Sanctuaries, and ECA)

These sites are grouped in three categories – (1) Existing Direct PAs/Sites, (2) New Direct PAs / Sites and (3) New Indirect PA/Sites. There is one more additional category as “Leveraged Wetland” Sites (see Appendix 8 – Table C - List of Leveraged Wetlands under IPAC). Within each of these sites under above categories, interventions will be organized strategically as follows (Appendix – 8 Table A and Table B):

**Existing Direct PAs/Sites:** These are previous sites or PAs and associated adjacent or landscape area under MACH & NSP project where support will focus on the institutional sustainability of the Co-management Councils/Committees (CMCs) and Resource Management Organizations (RMOs), with targeted interventions to support sustainable financing (leasing and endowment management at MACH wetlands and ecotourism development, entry fee management and buffer zone plantations at NSP). The IPAC project will work with existing local level partners, CMCs and RMOs, and supporting institutions to conduct a needs analysis and to plan and organize the required level of continuing support for these activities. The IPAC project will also provide opportunities for the established CMC and RMO members from these sites to cross-fertilize their approaches by extension to other sites in the same cluster. The IPAC project will encourage linkages of enterprise and other alternative income generating opportunities where present.

**New Direct PAs/Sites:** These are the PAs / Sites where co-management will be extended based upon experiences and modules from MACH and NSP project and other relevant experiences. The IPAC project clusters teams under a unified approach will undertake participatory site assessment to identify potential members for CMCs or RMOs. The IPAC project will work at policy level to formalize a framework Government Order for creating new CMCs and RMOs to mitigate the long delays faced under MACH and NSP projects. Other activities included in these sites are –capacity building of CMCs and RMOs and partner / supporting organizations, PA/Sites infrastructures and related enterprise & alternative income generating opportunities, microfinance leveraging in and around the sites/PAs, management planning for PAs and/or sites and integration into the PA/sites network.

**Indirect PAs/Sites:** Indirect PAs/Sites are those areas within the clusters receiving relatively less IPAC assistance due leveraged activities underway with other projects (e.g. DoE's

CWBMP project, MOEF's Tanguor Haor Project) and due to time and financial constraints for the IPAC team. Activities that may not be fully funded in the Indirect PA/sites can range from formation of CMCs/RMOs, enterprise development or microfinance leverage or grant support, and direct field interventions. Other activities (training, awareness building etc) will be supported in these PAs/sites.

**“Leveraged Wetland” Sites** (Appendix 8 – Table C): A selected number of support activities will be extended to “leveraged wetlands” (wetlands under Community Based Fisheries Management Project- CBFM under the Department of Fisheries assisted by the WorldFish Center), which are now being supported by IPAC partner WorldFish Center (WFC). The Community Based Organizations (CBOs) already formed under these wetlands follow an approach very similar to other sites/PAs. The IPAC project will not place staff at these sites, but will work with WFC to undertake cross-visits, training and communication and outreach activities with these CBOs.

## 20) **Implementation Arrangements**

The IPAC Project is developed and being implemented with the grant money under the Program Objective Grant Agreement (PROAG) signed between the United States of America and the People's Republic of Bangladesh (Annex - VIII). The IPAC is an inter-ministerial project (MOEF – FD and DoE and MOLF - DoE). MOEF will be the lead ministry of the Project charged with main responsibility of coordination among all the associated organizations. A Project Steering Committee is necessary for overall policy guidance for the project implementation. Accordingly, the formation of a Project Steering Committee (PSC) & TOR has been decided in the meeting held on July 16, 2008 at the ERD under the Chairmanship of Additional Secretary. It was also decided that a formal notification will be issued by the MOEF according to the decision of the meeting (Appendix – 11- A, B, C).

The Project activities will be implemented by the PD(s). Regarding Project Director (PD), it was discussed and decided in the above mentioned meeting that the “Component wise Project Director will be selected/decided by the Steering Committee”. The meeting minutes is in (Appendix – 11-A). The technical assistant team of the Project (International Resources Group - IRG) will provide/engage necessary support to PD(s) for implementation of project activities.

Also decided in the same meeting that, Project Implementation Committee(s) (PICs) will also be established at the local level (Program Site) which will frequently meet on a regular basis to coordinate and supervise the activities at the local level. PIC will be given the authority necessary to carry out the activities under IPAC and shall be responsible for achievement of the Project activities. Roles and responsibilities of FD, DoE, DoF & IRG is given below.

### **Responsibilities of the Implementing Agencies**

The IPAC Project will work in the targeted Protected Areas managed by the Forest Department, wetlands managed by the Department of Fisheries and Ecological Critical Area (ECA) managed by the Department of Environment for promoting and institutionalizing an integrated protected area (PA) co-management system for biodiversity conservation and sustainable natural resources management that results in responsible, equitable economic growth and good environmental governance. The IPAC Project will be managed by the Technical Assistance team under the terms of the contract awarded by USAID/Bangladesh to



IRG (Appendix - 12), in close consultation with the concerned GOB departments and ministries. IRG will work in association with its subcontractors and strategic partner for Project implementation.

**Role of FD, DoE and DoF:** The role, responsibilities and coordination mechanisms of respective departments under the two ministries will be discussed and decided in first the Steering Committee meeting. Effective coordination will be maintained with other GOB agencies e.g. Ministry of Land, Ministry of Finance (Finance Division and ERD), LGRD & Cooperatives (Local Government Division), Ministry of Chittagong Hill Tracts Affairs, Ministry of Water Resources, Ministry of Law, Justice and Parliamentary Affairs, Ministry of Agriculture, Ministry of Social Welfare, Ministry of Planning (Planning Division & IMED), NGO Affairs Bureau, and Donor Agency (USAID/Bangladesh). An umbrella Development Project Proposal (DPP) will be prepared for IPAC by the lead ministry (Ministry of Environment & Forest) in consultation with Ministry of Fisheries & Livestock (Appendix -- 11 - A). IRG will provide and assist for preparation of DPP.

**Role of Technical Assistant Team (IRG):** IRG will be responsible for overall implementation of Project activities including planning, policy development strategic framework for integrated co-management of PAs and wetlands. The Chief of Party (COP) of IRG will overall be responsible for the technical assistance activities and will in partnership with Project Director(s). Both COP and Project Director(s) will be responsible to the Steering Committee. They two in consultation with the CCF of FD, DGs of DoE and DoF will regularly meet the Chairman of Steering Committee in order to seek their guidance on efficient Project implementation. The local sub-contractors will implement field activities. In addition to the Steering Committee, Project Implementation Committee (PIC), Local Government Committees, Co-management Committees/Councils and community-based Groups will be constituted for implementation of Project activities. Annual Work Planning will be done each year to finalize field activities with due stakeholders consultations.

All supplies and equipments under the Project will be procured by the IRG in accordance with the TPP provisions and the USAID's Guidelines, regulations and procedures. Associated investments managed by the GOB agencies will be provided in accordance with GOB norms if necessary.

**The following implementing subcontractors will assist IRG in the project implementation:**

**A National Subcontractors**

1. World Fish Center – Bangladesh (WFC)
2. Center for Indigenous Peoples Development (CIPD)
3. Rangpur Dinajpur Rural Services (RDRS)
4. Community Development Centre – (CODEC)
5. Bangladesh Environmental Lawyers Association (BELA)
6. Asiatic Marketing and Communications, Ltd.
7. Oasis Transformation Ltd.
8. Module Architects
9. Independent University of Bangladesh (IUB)
10. Jahangirnagar University (JU)

**B US and International Subcontractors**

1. WWF/US
2. Development Training and Services, Inc (dTS)
3. East-West Center,
4. Environmental Law Institute (ELI)
5. Epler Wood International

The following strategic partners will assist IRG in the project implementation:

**A National Strategic Partners**

1. Bangladesh Scouts – Bangladeshi organization managing the Scout Movement
2. bracNET – Bangladeshi ISP organized by major local NGO
3. BRAC's Micro-enterprise Lending Program (MELA) – NGO for provision of micro-finance
4. Waste Concern – Bangladeshi consulting firm specializing in CDM/carbon programs
5. Leaders of Influence – program run by the Asia Foundation
6. Arannayk Foundation – Bangladesh Tropical Forest Conservation Foundation
7. MUKTI Cox's Bazar – Bangladeshi social rights and poverty alleviation NGO

**B International Strategic Partners**

1. Wildlife Institute of India – Renowned gazette wildlife training institution
2. Save the Children USA – INGO working in development focusing on youth
3. Sundarbans Tiger Project – Initiative under Univ. of Minnesota under USFWS financing.

Roles and responsibilities of Sub-contractors and Strategic partners is given in Appendix – 10 Table A and Table B.

**21) Expected output under the IPAC-TPP:**

The IPAC will concentrate on achieving the following priority activities and results during the period:

*Component 1 – Development of IPAC Strategy*

1. **Facilitate agreement on a strategic framework for IPAC** including - an approach that builds on proven models and lessons learned from MACH and Nishorgo to scale up and integrate the collaborative management of a diverse array of forests, wetlands, critical ecosystems and other natural resources; this would entail a widespread shift from top down resource management with exclusive control over benefits by GOB technical departments, to a multi-stakeholder, participatory and pro-poor management or “co-management”
2. **Facilitate agreement on equitable and decentralized revenue sharing arrangements and benefit distribution** - that provides increased incentives for local participation in co-management and contributes to the improved well-being and livelihood security of local communities living within the managed landscapes of protected areas; this would include formal agreements for the sharing of revenues from entry fees, access to leases for water bodies, sustainable management and conservation of non-timber forest products (NTFPs) and to production forest land in

buffer zones, enhanced benefit sharing arrangements related to reforestation, in-situ NTFP management, restoration and improved NRM, medicinal plants conservation and other sources of revenue and income that promote the sustainability of co-management.

3. **Design and implement a communication strategy for IPAC** –to increase awareness of the positive impacts and potential of co-management, build constituencies and foster partnerships in support of IPAC, and to prompt needed changes in behavior by key stakeholders

#### *Component 2 – Building Institutional Capacity*

4. **Organize certificate courses in applied conservation biology** - and offer a series of certificate course along with short courses on other topics
5. **Develop support training activities aimed at establishing and strengthening community based organizations** –with a role to play in co-management, with an emphasis on improved environmental governance, planning and implementation of priority interventions for PA co-management, and alternative income generation.
6. **Increase capacity of RIMS-GIS Unit of FD** – to better manage resource information system

#### *Component 3 – Site specific Implementation*

7. **Ensure further progress in MACH sites & NSP PAs in abating pollution, slowing degradation, enabling leases and further consolidation of actions aimed at biodiversity conservation, habitat restoration, buffer zone management, revenue sharing, AIG, ecotourism development and continued infrastructure development;** ensure that an adequate level of benefits accrue to CPGs and support the further development and networking of federations of user groups, CPGs and ecocottage managers.
8. **Support the establishment of CBOs and other co-management institutions with broadly representative stakeholders in new PA/sites,** and complete the assessment of the resource conditions and pressures including assessment of in-situ NTFPs in selected forest PAs, and organize urgently needed actions aimed at protecting and improving the management of these targeted areas
9. Work with indigenous communities and local NGOs and CBOs active in the Modhupur area to **establish a model CMC for the protected forests in Modhupur National Park,** and help resolve conflicts and address the most pressing concerns of local stakeholders
10. Provide a special emphasis on preparation and initial implementation of a **community based ecotourism development strategy for the Teknaf peninsula,** and on priority interventions in the new targeted Clusters: Sundarbans and CHT
11. Develop necessary support staff with capacity to implement **field level activities and support high level policy change for carbon sequestration modeling and sale of carbon credits** including implementation of a pilot activity in the **Chunoti Wildlife Sanctuary**
12. **Implement exchange visits** for the local stakeholders of targeted new PAs
13. **Assess the baseline conditions and establish suitable benchmarks** in **targeted sites** to be used for monitoring improvements in biological conditions and other **results and impacts of IPAC**

14. Develop a plan for integrated MIS (MIS+GIS) system is developed at FD to support management and planning unit in better decision making
15. Develop an operational plan- on data base development based on field testing at Bhawal NP for replication in other PAs


22) Monitoring, Evaluation and Reporting

Project monitoring and evaluation will be carried out in accordance with established USAID/IRG and GOB protocols and procedures. Suitable indicators and means of verification will be developed to assess the performance and impacts of the project implementation.

23) Legal Context

This TPP will represent as the document agreed/signed by the donor, USAID/Bangladesh and the recipient, GOB. This TPP will follow national implementation arrangements and related GOB and USAID/Bangladesh rules and procedures. If required necessary revisions will be made during the project implementation with the consent of the USAID/Bangladesh. This TPP is, for all purposes related to implementation, the legal document by which the Project is to be guided by.

This TPP has been prepared based on a decision of a meeting dated June 8, 2008 at MOEF under the Chairmanship of Joint Secretary (Development) MOEF, to discuss the Integrated Protected Area Co-management (IPAC) Project. In this regard, a memorandum from USAID (Appendix - 13 A) and letter from IRG (Appendix - 13 B) is enclosed herewith. This is also refer to the meeting held on 16<sup>th</sup> July 2008 on formation of Project Steering Committee. Minutes of meeting is appended in Appendix - 11- A.

  
Signature of the Head of the  
Executing Agency with seal and date  
A K M Shamsuddin  
Chief Conservator of Forests  
Bangladesh Wildlife

Recommendations and signature of the Secretary  
Of the sponsoring Ministry/Division with seal and date

**Annexure:**

1. Economic code and Sub code wise description of components and year-wise breakdown of costs as per Annex - I
2. Terms of reference of consultants as per Annex-II
3. Qualifications, experience and responsibilities of consultants as per Annex - III
4. Implementation/work schedule as per Annex-IV
5. Task and qualification of Counterpart Personnel as per Annex - V
6. Tasks and qualifications of support staff to be recruited out of GOB fund as per Annex-VI
7. Tasks and qualifications of support staff to be recruited out of DP's fund as Annex-VII
8. Letter of Agreement with implementing agencies/development partners (Annex - VIII)
9. Procurement plan for entire project period as per Annex-IX

**Appendix:**

10. Costs break-down (Appendix 1 - 7)
11. Cluster Based List of IPAC Sites (Appendix 8)
12. Maps of project locations (Appendix 9)
13. Subcontractor & Strategic Partners Roles and Qualifications (Appendix 10)
14. Letters on formation of Project Steering Committee (Appendix 11 - A, B, C)
15. Award Letter on Technical Assistant Team (Appendix 12)
16. Letters on preparation of TPP for IPAC (Appendix 13 - A & B)



## Economic code and sub-code wise description and year wise break down of quantity and cost

Budget Head	Economic Code	Code Description	Total Project				Year I				Remarks											
			Physical Qty/Unit		Cost		Physical Qty/Unit		Cost													
			4	5	6	7	8	9	10	11												
1	2	3																				
Revenue	4501	Pay of Officers (GOB in kind)	182 mm.	22.872	-	22.872	182 mm.	22.872		22.872	11	22.872	Refer Appendix 3A, 3B and 3C									
	4601	Pay of Establishment (GOB in kind & DPA)	817 mm	26.037	39.113	65.150	817 mm	26.037	39.113	65.150	Refer Appendix 3A, 3B, 3C and 2-1											
	4700	Allowances (GOB in kind)	LS	24.455	-	24.455	LS	24.455	-	24.455	24.455	Refer Appendix 3A, 3B and 3C										
		<b>Sub-total (Pay &amp; Allow.)</b>		<b>73.364</b>	<b>39.113</b>	<b>112.477</b>		<b>73.364</b>	<b>39.113</b>	<b>112.477</b>												
	4800	<b>* Supplies and Services:</b>																				
	4801	T.A/DA, tickets, ferry, toll, tax etc.	LS	-	2.080	2.080	LS	-	2.080	2.080	2.080	Refer Appendix 6										
	4804	Institutional Linkage & Collaborative Programs	8 No.	-	15.743	15.743	8 No.	-	15.743	15.743	15.743	Refer Appendix 5										
	4815	Postage, courier, mail etc.	LS	-	0.240	0.240	LS	-	0.240	0.240	0.240	Refer Appendix 6										
	4816	Telephone, email, internet, fax etc.	LS	-	1.760	1.760	LS	-	1.760	1.760	1.760	-do-										
	4823	Fuel for vehicles	LS	-	2.480	2.480	LS	-	2.480	2.480	2.480	-do-										
	4828	Stationery/office supplies	LS	-	0.960	0.960	LS	-	0.960	0.960	0.960	-do-										
	4831	Books & periodicals	Need based	-	0.160	0.160	Need based	-	0.160	0.160	0.160	-do-										
	4833	Communications & Advertisement	Need based	-	1.600	1.600	Need based	-	1.600	1.600	1.600	-do-										
	4888	Computer Accessories	LS	-	0.614	0.614	LS	-	0.614	0.614	0.614	-do-										
	4840	<b>Local training</b>																				
	4840	a) Short courses for GOB officials	22 No.	-	11.800	11.800	22 No.	-	11.800	11.800	11.800	Refer Appendix 7										
	4840	b) Short courses for stakeholders	9 No.	-	4.590	4.590	9 No.	-	4.590	4.590	4.590	-do-										
	4840	<b>Sub-total Local Training:</b>			<b>16.390</b>	<b>16.390</b>			<b>16.390</b>	<b>16.390</b>	<b>16.390</b>											
	4842	<b>Workshop/seminar/meetings:</b>																				
	4842	Workshop/seminar/meetings	6 No.	-	2.870	2.870	6 No.	-	2.870	2.870	2.870	Refer Appendix - 7										
	4842	<b>Sub-total Workshop/Sem:</b>			<b>2.870</b>	<b>2.870</b>			<b>2.870</b>	<b>2.870</b>	<b>2.870</b>											
	4840	<b>Overseas training :</b>																				
	4840	a) Regional study tour	8 No.	-	2.737	2.737	8 No.	-	2.737	2.737	2.737	Refer Appendix - 7										
	4840	b) Exposure/cross visit, regional (local stakeholders)	10 pers	-	2.107	2.107	10 pers	-	2.107	2.107	2.107	-do-										
	4840	<b>Sub-total O' Training:</b>			<b>4.844</b>	<b>4.844</b>			<b>4.844</b>	<b>4.844</b>	<b>4.844</b>											
	4874	Consultancy Expatriate	19 mm	-	186.836	186.836	19 mm	-	186.836	186.836	186.836	Refer Appendix - 1										
	4874	Consultancy Local	144 mm	-	112.125	112.125	144 mm	-	112.125	112.125	112.125	Refer Appendix - 2										
	4883	Honorarium allowance/fee/remuneration	Need based	-	6.500	6.500	Need based	-	6.500	6.500	6.500	For counter part GOB officials, refer Annex - 6.										
	4886	Survey	LS	-	1.500	1.500	LS	-	1.500	1.500	1.500	refer Annex - 6., Land Use Classification & zonation of Bhawal NP using satellite Image by FDRIMS unit										
		<b>Subtotal Supplies &amp; Services</b>			<b>356.702</b>	<b>356.702</b>			<b>356.702</b>	<b>356.702</b>	<b>356.702</b>											

## Economic code and sub-code wise description and year wise break down of quantity and cost

Budget Head	Economic Code	Code Description	Total Project				Year I				Remarks
			Physical Qty/Unit	Cost		Physical Qty/Unit	Cost		Total		
				GOB (FE)	PA (RPA)		GOB (FE)	PA (RPA)			
1	2	3	4	5	6	7	8	9	10	11	12
	4900	Repairs, Maintenance and Rehabilitation									
	4901	O&M Vehicles	LS	-	0.320	0.320	LS	-	0.320	0.320	Refer Appendix 6
	4906	Furniture	LS	-	0.060	0.060	LS	-	0.060	0.060	-do-
	4916	Equipment	LS	-	0.100	0.100	LS	-	0.100	0.100	-do-
	4921	Building	LS	-	8.000	8.000	LS	-	8.000	8.000	-do-
		<i>Subtotal Repair &amp; Maint.</i>			8.480	8.480			8.480	8.480	
		<b>Total Revenue</b>		73.364	404.295	477.659		73.364	404.295	477.659	
	6800	Acquisition of Assets: Equipment									
	6813	Photocopier Desktop (GOB in kind)	3 No.	5.250	-	5.250	3 No.	5.250	-	5.250	Refer Appendix - 3-1 (a-c)
	6813	Other office equipment (GOB in kind & PPA)	LS	2.980	2.450	5.430	LS	2.980	2.450	5.430	-Refer Appendix - 4
	6815	Computers 6, Printers 3, UPSs 6, Network, Hubs etc. (GOB in kind)	15 No.	6.720	-	6.720	15 No.	6.720	-	6.720	Refer Appendix - 3-1 (a-c)
	6815	Computers: Desktop/Laptop 2, Laser Printer 2, UPSs: 2, UPS/Battery: 10	2 sets	-	4.330	4.330	2 sets	-	4.330	4.330	-Refer Appendix - 4
	6815	Operating software, network installation, hubs, website development & hoisting etc.	1	-	0.750	0.750	1 No.	-	0.750	0.750	-do-
	6819	Office Furniture, Fixture, Filing Cabinets, Display Boards, Shelves, Closets, Steel Almirahs etc.	LS	-	0.500	0.500	LS	-	0.500	0.500	-do-
	6819	For GOB: Office Furniture, Fixture, Filing Cabinets, Display Boards, Shelves, Closets, Steel Almirah etc. (GOB in kind)	LS	2.000	-	2.000	LS	2.000	-	2.000	-do-
		<i>Sub-total Equipment, Furniture etc.:</i>		16.950	8.030	24.980		16.950	8.030	24.980	
	7901	CDA/VAT	LS	-	-	-	LS	-	-	-	
		<b>Total Capital</b>		16.950	8.030	24.980		16.950	8.030	24.980	
		<b>Grand Total: Revenue + Capital</b>		90.314	412.325	502.639		90.314	412.325	502.639	

\* Note:- Necessary supplies &amp; services will be provided for PD(s) Offices



## Terms of Reference

### A. BACKGROUND OF THE PROJECT

USAID/Bangladesh seeks to continue its support to the environment sector through a five-year project, entitled Integrated Protected Area Co-management (IPAC) until June 4, 2013. The Consultant will provide technical advisory and assistance services to a range of stakeholders, including the Government of Bangladesh's (GOB) relevant ministries and technical agencies to promote and institutionalize an integrated protected area (PA) co-management system for sustainable natural resources management and biodiversity conservation that results in responsible, equitable economic growth and good environmental governance. The definition and core of co-management is the full participation of local stakeholders, such as communities and government to sustainably manage natural resources. IPAC will be a continuation and expansion of two ongoing USAID co-management activities: the Management of Aquatic Ecosystems through Community Husbandry (MACH) project and the Nishorgo Support Project (NSP, Co-management of Tropical Forest Resources in Bangladesh).

The IPAC Project will embark upon a *strategic goal* of scaling-up natural resource co-management at the policy and operational levels by achieving recognition, acceptance and integration of this approach by the GOB into its management tactics. IPAC will achieve its goals through three major components: (1) development of a coherent integrated protected areas co-management strategy, (2) building stakeholder and institutional capacity, and (3) site-specific implementation.

### B. OBJECTIVES OF THE ASSIGNMENT & EXPECTED RESULTS

The objectives of the assignments are to:

- Provide high quality technical advisory services to GOB environment, forestry and fisheries agencies to support the further development of the natural resources sector and the conservation of biological diversity;
- Develop a protected area strategy that applies to all ecologically and economically significant areas, including those outside of freshwater and forest ecosystems;
- Build technical capacity within national and local level institutions for protected areas co-management;
- Expand the geographic area of Bangladesh under co-management to ensure the long-term success of the co-management model;
- Address within IPAC a series of short-, medium-, and long-term climate change mitigation and adaptation issues.

The project will aim to empower poor people by giving them a central role in resource management. In addition, this will significantly promote a transparent process of environmental governance by ensuring a participatory, multi-stakeholder approach to resource management. Under the Nishorgo a "co-management" model has been developed, which devolves management authorities to local communities, whose lives are directly or indirectly dependent on natural capital. Through this model the sustainable

management of the nation's natural resource base is becoming the joint responsibility of local communities, local government bodies and the central government.

While Nishorgo's pilot efforts and co-management model have shown some impressive successes, there still remain unmet challenges in the sphere of national policies as well as in local management approaches. IPAC will strategically focus on a number of key challenges, including the need for a coherent strategy for PAs, more strengthened institutional capacity and the need for sustainable conservation financing.

The expected results will lead to more sustainable natural resource management and enhanced biodiversity conservation that will assist in the further preservation of the country's natural capital while promoting equitable economic growth and instilling stronger environmental governance systems. Under Component 1 a Coherent Integrated Protected Areas Co-Management Strategy will be developed. Expected results under Component 2, Building Stakeholder and Institutional Capacity, will include a series of training programs at different levels both within the country but abroad as well. Expected results under Component 3, Site-Specific Implementation of Co-Management in Protected Areas will include number of activities at field level in the five clusters.

### C. SCOPE OF SERVICES

The TA Team will be responsible for developing and implementing tasks to help achieve the Project's objectives. The results of these tasks will lead to more sustainable and participatory natural resource management and enhanced biodiversity conservation that will assist in the preservation of the country's natural capital while promoting equitable economic growth and instilling stronger environmental governance systems.

Implementation of the IPAC project requires the following 3 components:

1. Development of a Coherent Integrated Protected Areas Co-Management Strategy
2. Building Stakeholder and Institutional Capacity
3. Site-Specific Implementation

The services to be received under the project will include technical advisory and consulting services, policy dialogue and support, training and capacity building services, workshops and conferences and a limited purchase of commodities. The major thrust of the project will be to support the relevant environment, forestry and fisheries agencies to develop and implement a coherent strategy for integrated protected areas co-management based on existing policies. This strategy therefore requires that the project will take into account the different policies, strategies, action plans, rules and approaches that each government institution has for PA areas.

The project will ensure close dialogue with appropriate GOB entities throughout this project to ensure that there is a high level commitment throughout its implementation. The project incorporates specific measures to be implemented to:

- 1) help ensure that all relevant stakeholders (including community members, the private sector, local governments, NGOs and other civil society organizations) are able to see measurable short-term benefits from the IPAC strategy;
- 2) build credibility and operational experience of the concerned agencies;
- 3) demonstrate the benefits of expanded implementation of the strategy to help further prospects and commitment for the sound governance of natural resources and biodiversity that promotes sustained economic benefits; and
- 4) assist the country in adaptations to climate change.

For the implementation of the three major components noted above, there will be need to review, recommend and conduct interventions as considered feasible. It is also recognized that the additional interventions, as deemed appropriate, will be considered for the overall success of the IPAC strategy. Examples of such additional interventions might include addressing the specific threats to biodiversity at project sites to ensure biodiversity conservation and improving overall livelihood well-being and security in the face of vulnerabilities that may be exacerbated by climate change, particularly as conflicts over resources may arise. The project must also be cognizant of gender and youth issues in the design of tasks in pertinent intervention areas and take appropriate measures in support of gender equity/equality.

#### Partner Leverage and Collaboration

The primary coordination will be with the Forest Department (FD) and the Department of Environment (DOE) under the Ministry of Environment and Forest (MOEF) and the Department of Fisheries (DOF) under the Ministry of Fisheries and Livestock (MOFL). In addition, the Ministry of Land and the Ministry of Finance will be among the other important government stakeholders, including the Ministry of Local Government, Ministry of Chittagong Hill Tracts, Rural Development and Cooperatives and the Ministry of Water Resources, which will receive project's focus. The co-management organizations and participatory management processes at the local level will also be the prime targets that the project will work with. All the above mentioned entities will receive capacity building support from the project and, at the same time, will be simultaneously engaged in implementing the project so that they form a strong constituency for conservation and institutionalize the co-management approach across the country in different natural resource settings.

Two USAID funded projects MACH (DOF) and NSP (FD), have demonstrated co-management models and their success ([www.machban.org](http://www.machban.org), [www.nishorgo.org](http://www.nishorgo.org)). Together, MACH and NSP have functioned as pilot activities that provide the architecture and logical progression for the proposed future interventions outlined in this SOW. The project will also collaborate with local NGOs and other organizations with experience in co-management, as the local NGOs have developed notable expertise in implementing various crucial components of co-management.

#### **Component 1 - Development of a Coherent Integrated Protected Areas Co-Management Strategy**

The aim of a coherent Integrated Protected Areas Co-management Strategy will be to take the co-management successes of MACH and NSP to the national level by including all valuable areas of biodiversity. The goal of this intervention will be to develop a strategy that encompasses the existing policies (without creating new ones), and enables them to be implemented such that they establish a PA system explicitly managed with the participation of local stakeholders.

### **Component 2 – Building Stakeholder and Institutional Capacity**

The objective of the capacity building intervention under IPAC is to assist the GOB and relevant NGOs and communities in implementing co-management within PAs and to develop the ability to continue such programs on their own.

### **Component 3 – Site-Specific Implementation of Co-Management in Protected Areas**

The goal of the IPAC Site-specific Implementation intervention is to implement and continue field testing of integrated PA management in a targeted number of new and existing aquatic and terrestrial PAs, including those where MACH and NSP worked, aiming to institutionalize gains.

Much of the formation of the IPAC Strategy will occur at the national level. While progress is being made on the strategy's adoption, demonstration sites at the local level will be chosen. For the site-specific implementation component the following tasks will be required : Selection of demonstration sites and deployment appropriate field interventions, Alternative income generation and financing, and Outreach.

### **Cross-Cutting Approaches**

#### Gender Perspective

Women and men have different gender-based knowledge of, access to, and control over natural resources, and different opportunities to participate in decisions regarding natural resource use. Understanding women's and men's relationship to natural resources, therefore, plays an important role in developing solutions that are more effective, equitable and efficient in advancing the sustainable use of natural resources. A gendered approach of natural resource management, therefore, takes the activities of both men and women into account, incorporating them into project planning in order to reap the benefits from both. Ignoring gender distorts the full understanding of human impacts on the environment.

IPAC project will demonstrate a commitment towards enhancing gender mainstreaming process that MACH and NSP have initiated by specifically integrating gender into each of its three key components. Tasks under IPAC will be designed in such a way that the differing needs of both men and women are addressed in such areas as, but not limited to, access to credit, skills training, access to information, marketing of products and services, business management training, and legal procedures, etc. Appropriate interventions will focus on increased women's participation in meetings and events organized by IPAC and

by those entities with which it is capacity building such as co-management council/committees, resource management organizations, and other co-management structures.

### Youth Perspective

In 2005 Bangladesh ranked seventh in the world for the largest youth population. There are approximately 45.7 million youth between the ages of 10 to 24 years representing around 32% of the total population. These youths provide an opportunity for economic growth, biodiversity conservation and poverty alleviation; however, the reality of their situation presents numerous obstacles. The project will look towards involving youth to improve their livelihoods while providing a solid future constituency for conservation. IPAC interventions may include opportunities for learning about conservation and related issues, specific skill development training, awareness raising and direct involvement in co-management.

## **D TRANSFER OF KNOWLEDGE**

The field level GOB officials will support on coordination with local stakeholders by involving them in sustainable local development including livelihoods, outreach and community programs. They will increasingly re-focus on sustainable management and use of forests and wetlands and/or ECAs, naturally regenerating ecosystems and biodiversity conservation. In order to meet these challenges the GOB field managers to evolve in the following ways : i) continue building expertise in forest and wetland/ECA management and eco-restoration, ii) understand and make use of co-management processes, iii) maintain regular dialogue with all key stakeholders in and around PAs/wetlands/ECAs, iv) ensure a cultural sensitivity, transparency, code of conduct and openness to the section of the society, v) be active in ensuring a platform for dialogue with local stakeholders, and vii) be increasingly capable of managing local challenges and issues concerning the integrated PA co-management system.

## **E LIST OF REPORTS**

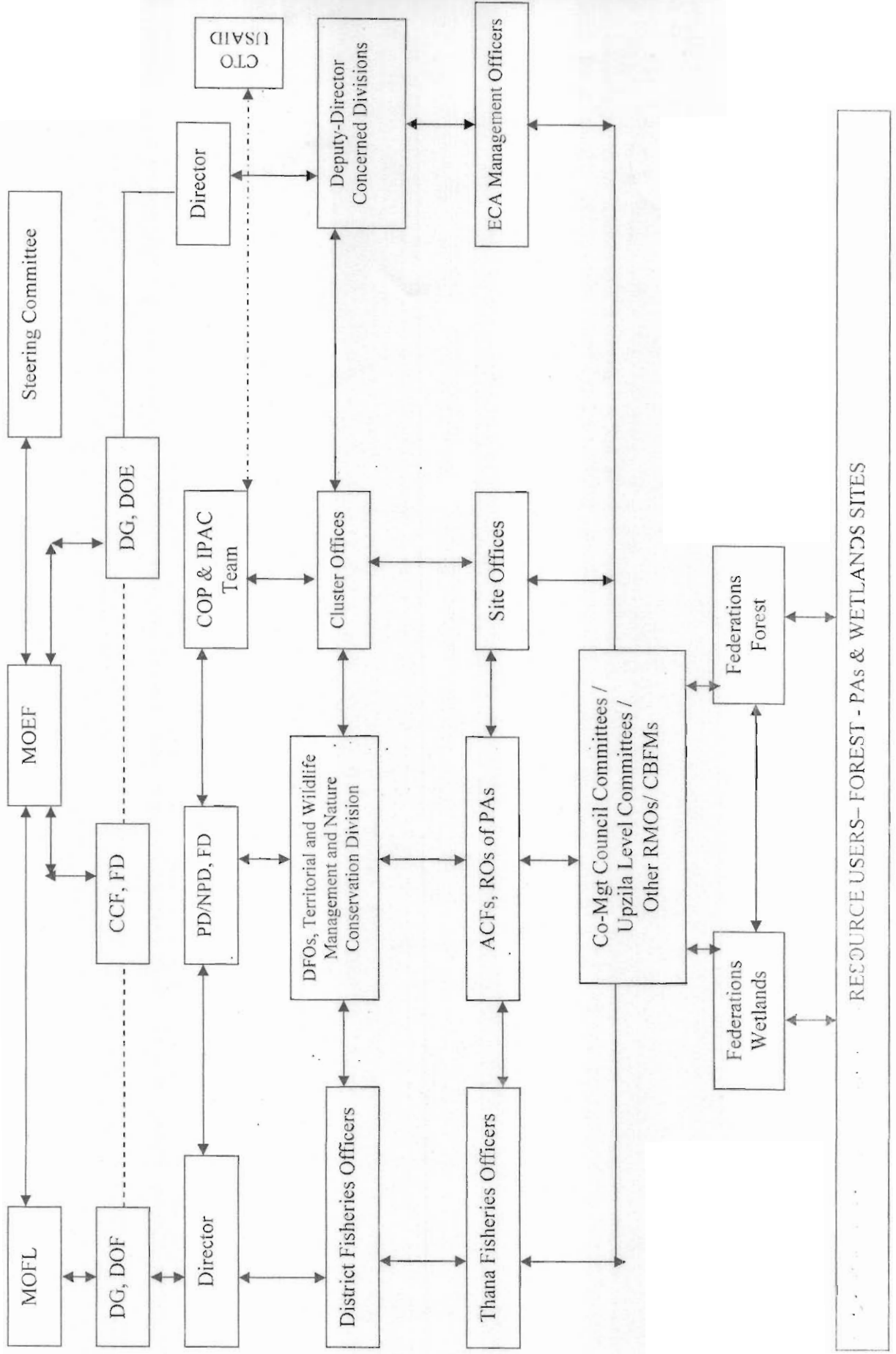
### **Reports/Deliverables and Public Communication Materials – Print and Multi-Media**

Reports/deliverables and various communication materials envisioned under the IPAC project are expected to encompass include the following:

- Publications (books, journal articles)
- Reports (project technical reports)
- Survey results
- Brochures, informational and promotional materials for general public outreach and/or specific subject matter campaigns
- Folders
- Success stories

- Banners and signs for project events and/or project sites
- Print PSAs, newspaper supplements and paid advertorials
- Advertisements about project events and/or activities
- Training manuals
- Media releases
- Letterhead
- Websites
- CDs and DVDs
- TV, radio PSAs
- PowerPoint presentations
- Project-related mass distribution e-mails

F Institutional Arrangements for IPAC



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## Qualifications, Experience and Responsibilities of Consultants

Consultants	Educational Qualifications	Experience	Responsibilities
<b>A. Expatriate:</b>			
i.) Chief of Party (COP)	Advanced or Post Graduate Degree	12-15 years	<p>The COP will have the overall technical, administrative and management responsibilities and will manage the project activities. He/she will be responsible for maintaining an effective liaison with the Ministry of Environment &amp; Forest, Ministry of Fisheries and Livestock, Forest Department, Department of Fisheries, Department of Environment and other related Bangladesh Government agencies and the funding agency, the United States Agency for International Development (USAID). Specific responsibilities will include:</p> <ul style="list-style-type: none"> <li>• Provide technical guidance in Co-management planning and development;</li> <li>• Develop M&amp;E tracking/reporting system with attention to gender/ethnic minorities;</li> <li>• Provide overall leadership, guidance and management for the IRG team;</li> <li>• Lead Annual Working planning process;</li> <li>• Develop/oversee performance contracts;</li> <li>• Coordinate supervise the programs and activities of NGO partners;</li> <li>• Lead leveraging of additional resources and linking to broader programs; and</li> <li>• Oversight of program activities and manages short-term expatriate consultants;</li> </ul> <p>The COP will have extensive experience in managing forestry and or natural resources planning. Also have experience in designing, implementing and monitoring of impact assessment systems and development projects especially in any developing countries including some experience in South Asia.</p>
ii) Deputy Chief of Party (DCOP) / Protected Area Management Specialist	Advanced or Post Graduate Degree	12-15 years	<p>The DCOP/PAMS will provide guidance and leadership for the selected protected area management activities and will provide technical advice and input in other aspects of the project as needed. He/she will liaise with the cognizant Bangladesh Government Officials, partners and agencies in designing and implementation of the Co-Management approaches and activities. His/her assistance may be sought for implementation of the training activities under the project. More specifically he/she is expected to perform the following:</p> <ul style="list-style-type: none"> <li>• Provide input to the Co-Management planning and development processes;</li> <li>• Serve as liaison with the Forest, Fisheries and Environment and other technical departments at the national and district levels and with local government at the district and thana levels;</li> <li>• Manage the Co-Management Working Group with partner NGOs;</li> <li>• Provide technical and program oversight for the inputs of NGO partners and other collaborative institutions;</li> <li>• Oversee process for identification of protected area extensions;</li> <li>• Coordinate study tour / overseas training of the GOB officials and maintain liaison with the</li> </ul>

Consultants	Educational Qualifications	Experience	Responsibilities
			<p>organizing institutions abroad.</p> <p>The DCOP/PAMS is expected to have a background in forest and natural resources management. Preference will be given to the candidates having practical work experience in South Asia. Familiarity with conditions and working experience in Bangladesh shall be an added advantage.</p>
iii) Project Manager	Advanced or Post Graduate Degree	12-15 years	<p>The Project Manager shall provide technical and administrative guidance to the project. He/she will be involved primarily in the early planning stages of the project and be mostly stationed abroad. His/her specific responsibilities shall include:</p> <ul style="list-style-type: none"> <li>• Be involved in the recruitment process of the short-term expatriate consultants;</li> <li>• Monitoring and reporting of project progress to USAID;</li> <li>• Budget formulation and propose for realignment when needed;</li> <li>• Audit of the project as and when required by the funding agency;</li> <li>• Effective liaison with the donor government's representative;</li> <li>• Ensure that project obligations and deliverables are met/submitted on schedule and within the budget.</li> </ul>
iv) Other Short-term Expatriate Consultants	Advanced or Post Graduate Degree	12-15 years	<p>Inputs of these expatriate consultants are need based and will be required to provide expert guidance in specific technical areas, such as, in the fields of Program Designing, Co-Management, Natural Resources Management, Environment &amp; Social Impact Assessment, Agricultural Economics, Environmental Science, Biodiversity, Wildlife, Conservation Funding, Conflict Mediation, Training and Local Governance and therefore, specific terms of reference cannot be drawn at this stage. These positions will however range from Senior to Mid-Level experts and are foreseen for shorter periods. Experts will be hired based on their educational background, experience in related professional fields and particularly, in the light of working experience in developing countries</p>
<b>B. Local</b>			
i) Governance Specialist	Masters	12-15 years	<p>This is senior local level position and the incumbent is expected to work under this direct supervision of the COP. His/her specific responsibilities shall include:</p> <ul style="list-style-type: none"> <li>• Identification of opportunities and constraints for developing and applying local Co-Management models to landscapes surrounding prioritized protected areas (PAs);</li> <li>• Assess household incentives concerning conservation of PAs;</li> <li>• Provide orientation to Rapid Rural Appraisal (RRA) and Participatory Rural Appraisal (PRA) processes;</li> <li>• Provide guidance to field partners in governance aspects of the project;</li> <li>• Be responsible for building capacity at the Forest Department and among key local stakeholders;</li> <li>• Lead an assessment of capacity building needs of the Forest Department and key stakeholders for improved PA management;</li> <li>• Ensure that training is made available for key local and national stakeholders</li> </ul>

Consultants	Educational Qualifications	Experience	Responsibilities
			<ul style="list-style-type: none"> <li>• Work to strengthen national training institutions for PA management;</li> <li>• Plan and conduct Co-Management training, prepare a long-term exit strategy to ensure that technical inputs of the project are capitalized upon by the key co-management stakeholders.</li> </ul> <p>Qualification for this position includes working experience in administering local participatory development, conducting capacity building assessments and training. Good command over report writing and computer operations are prerequisites.</p>
ii) Communications & Outreach Specialist	Masters/MBA	5-8 years	<p>This is mid level position and the incumbent is expected to work under this direct supervision of the COP. His/her specific responsibilities shall include:</p> <ul style="list-style-type: none"> <li>• Lead an effort to build local and national constituencies in support of the protected area conservation;</li> <li>• Support a national program to strengthen forest conservation by coordinating the communication efforts and will ensure development of communication tools for the core project team;</li> <li>• Development of communications tools and approaches in support of the overall conservation initiative;</li> <li>• Development of communication strategy;</li> <li>• Ensure that up-to-date and appropriate communication approaches are used by all partners;</li> <li>• Assure the visual quality of the project reports and presentations;</li> <li>• Establish and oversee a reference center to be managed by the project;</li> <li>• Develop and oversee upkeep of a related website and assure its visual quality and coherence.</li> </ul> <p>Qualification for this also position includes working experience in development of communication materials with strong computer skills.</p>
iii) Performance Monitoring Applied Research Specialist	Masters preferably in environmental science or related field	5-8 years	<p>This is mid local level position and the incumbent will work in close supervision of the COP and PAMS and is expected to perform the following:</p> <ul style="list-style-type: none"> <li>• Assist in developing and implementing field-level Co-Management monitoring and evaluation process and tools;</li> <li>• Design survey and monitoring programs of the Nishorgo Support Project and prepare detailed field protocols for the same;</li> <li>• Develop, test and utilize all relevant formats for information gathering, sharing and utilization;</li> <li>• Demonstrate and assist in the field implementation of the survey and monitoring programs;</li> <li>• Check data quality and provide specialist advice for its improvement;</li> <li>• Supervise data entry, processing and analysis and data management activities relating to surveys and monitoring;</li> <li>• Assist in report and relevant document preparation on surveys and monitoring;</li> <li>• Make field visits to the different sites of the project area as and when necessary.</li> </ul>

Consultants	Educational Qualifications	Experience	Responsibilities
			Qualification for this position include a minimum of Master's degree in relevant environmental science field with 5 years of working experience in development projects with strong computer skills.
iv) Site Coordinator	Minimum BA/B.Sc., Masters preferred	8 years	<ul style="list-style-type: none"> <li>○ Coordination of program implementation at the Cluster level with the IPAC Central Management team</li> <li>○ Technical support and oversight of IPAC activities in and around the designated protected areas (existing and new direct sites, indirect sites) in a targeted Cluster of the IPAC program, including leadership in the planning and management of the implementation of these program activities</li> <li>○ Effectively engage and communicate with key stakeholders of the IPAC program, including local government authorities and technical departments, NGOs and civil society, community-based organizations and their leadership with a view towards their mobilization and contribution to the goals of IPAC</li> <li>○ Coordination and assistance to technical specialists assigned to support program implementation in a designated Cluster in the areas of Communication / Governance, Enterprise Development / Capacity Building, and Performance Monitoring</li> <li>○ Supervision and oversight of technical guidance to Site Facilitators charged with field level support, of IPAC activities</li> <li>○ Administrative and financial management coordination with Cluster Finance and Administrative Manager</li> <li>○ Monitor and report on achievement of the planned performance targets, results and program accomplishments in and around the designated protected areas</li> <li>○ Accountable for the timely submission of all required inputs for program planning, progress reporting and performance / impact monitoring</li> </ul>
v) Site Facilitator	Minimum BA/B.Sc., Masters preferred	3-5 years	<ul style="list-style-type: none"> <li>○ Support and guide the effective implementation of IPAC activities in and around the designated protected areas (existing and new direct sites, indirect sites) in a targeted Cluster of the IPAC program, including collaboration in the planning and management of the implementation of these program activities</li> <li>○ Supervision and oversight of technical guidance to local organizations engaged in implementing activities supported by IPAC</li> <li>○ Collaborate in the monitoring and reporting of achievements of the planned performance targets, results and program accomplishments in and around the designated protected areas</li> <li>○ Effectively engage and communicate with key stakeholders of the IPAC program, including local government authorities and technical departments, NGOs and civil society, community-based organizations and their leadership with a view towards their mobilization and contribution to the goals of IPAC</li> <li>○ Accountable for the timely submission of all required inputs for program planning, progress reporting and performance / impact monitoring</li> </ul>
vi) Liaison Officer	Masters	5-6 years	Liaison Officer will spend part of his time for this

Consultants	Educational Qualifications	Experience	Responsibilities
			<p>project and his major responsibilities are as under:</p> <ul style="list-style-type: none"> <li>• Day to day coordination with IPAC Dhaka office</li> <li>• Attend different meeting, seminar and workshop with regard to this project</li> <li>• Maintain liaison with other relevant Government Department in connection with the IPAC project in Dhaka</li> <li>• Facilitate channeling information and progress/evaluation report</li> <li>• Share the above information and the key findings of the project with other relevant institutions and different sectors by conducting/ through meeting, seminar, workshop etc both in Dhaka</li> </ul> <p>Qualification for this position includes working experience in development projects with strong computer skills.</p>
vii) Training Specialist/ Officer/Trainer	Masters	6-7 years	<p>These are mid-level field positions. The Coordinators will work closely with the Local Governance Specialist and be responsible for preparing various training related activities. Specific tasks shall include:</p> <ul style="list-style-type: none"> <li>• Identification and selection of potential training courses;</li> <li>• Identification course participants;</li> <li>• Assess need for TOT and organize TOT;</li> <li>• Prepare training schedule, budget and arrange for approval by course;</li> <li>• Develop training curricula and course materials;</li> <li>• Prepare handouts and conduct trainings at the selected sites aimed for various target groups;</li> <li>• Make evaluations of the courses offered;</li> <li>• Prepare quarterly report on various training courses offered and the impact thereon.</li> </ul> <p>Good experience of conducting training in the forestry, environmental, natural resource and development sectors in Bangladesh is essential. Should have extensive experience of working with multi-disciplinary teams, be knowledgeable about the potential needs for natural resources conservation, capacity to deal with the local community and conversant with the local training resources and facilities on forestry and natural resources management.</p> <p>Qualification for this position include working experience in development of training materials, conducting trainings at rural areas with strong computer skills.</p>
viii) Biologist/Field Biologist	Masters	4-5 years	<p>The incumbent will work in close coordination with the ESMS and under supervision of the COP and PAMS. His/her specific tasks shall include:</p> <ul style="list-style-type: none"> <li>• Conduct baseline survey and monitoring programs in the field under the guidance of the ESMS;</li> <li>• Collect field data required for describing the locally threatened categories of plants and animals;</li> <li>• Maintain close liaison with local stakeholders (especially CBOs/RMOs) and local and government agencies to ensue the participatory requirement of the project;</li> <li>• Ensure overall integration of survey/monitoring activities with other project interventions to be carried out by field coordinators and site</li> </ul>

Consultants	Educational Qualifications	Experience	Responsibilities
			facilitators; <ul style="list-style-type: none"> <li>• Participate in group meetings and discussions of the stakeholders undertaken by the project at sites;</li> </ul> Qualification for this position includes working experience in development projects with strong computer skills.
ix) Sociologist/Field Sociologist	Masters (Sociology, Social Science)	4-5 years	The incumbent will work under the technical guidance of the Local Governance Specialist and overall supervision of the COP, the incumbent shall be responsible for: <ul style="list-style-type: none"> <li>• Review of the RRA/PRA findings and set the questions for socio-economic survey;</li> <li>• Design methodology for socio-economic survey and develop checklists and questionnaires as necessary;</li> <li>• Demonstrate the field data collection methods and techniques to the field team;</li> <li>• Check data quality and suggest for its improvements;</li> <li>• Provide guidance in database development and data analysis;</li> <li>• Prepare reports and other documents on socio-economic survey and monitoring;</li> <li>• Participate in the RRA/PRA workshops and provide guidance to the field team in RRA/PRA report writing;</li> <li>• Undertake field visits as and when necessary.</li> </ul> Qualification for this position includes working experience in development projects with strong computer skills.
x) PRA/RRA Specialist	Masters (Social Science, Sociology)	5 years	The incumbent will work under the technical guidance of the Local Governance Specialist and overall supervision of the COP and be responsible for: <ul style="list-style-type: none"> <li>• Participate in brainstorming session for developing preliminary RRA and PRA questions;</li> <li>• Participate in the RRA/PRA workshops as a resource person and provide specialist input in designing and developing RRA and PRA questions and methodology;</li> <li>• Demonstrate field techniques to the RRA/PRA field teams;</li> <li>• Conduct RRA along with the RRA field team and perform a quality check on the information generated while at the field;</li> <li>• Provide input in the preparation of reports on RRA and PRA;</li> <li>• Undertake field visits as and when necessary.</li> </ul> Qualification for this position includes working experience in development projects with strong computer skills.
xi) Wildlife Specialist	Master's degree in Zoology, Wildlife, or relevant field	5 years	The incumbent will work under the technical guidance and overall supervision of the COP and be responsible for: <ul style="list-style-type: none"> <li>• Design methodology and develop questionnaire/format for faunal survey and monitoring animals;</li> <li>• Train field biologist on field data collection on animals and demonstrate survey methods and</li> </ul>

Consultants	Educational Qualifications	Experience	Responsibilities
			<p>techniques to field biologists in the project sites;</p> <ul style="list-style-type: none"> <li>• Design faunal inventory for the concerned protected areas and advice on data collection;</li> <li>• Assess and categorize, prioritize, describe the locally threatened animals in the project sites through conducting PRAs and field observations and prepare a findings report;</li> <li>• Assess the ecological requirements of the threatened animals and suggest strategies for their conservation and rehabilitation;</li> <li>• Help the field biologists to resolve confusion in taxonomic identification of animals;</li> <li>• Report preparation.</li> </ul> <p>Qualification for this position includes working experience in development projects with strong computer skills.</p>
xii) Program Officer	Masters	4-5 years	<p>The incumbent will work under the technical guidance of the ESMS and is expected to perform the following:</p> <ul style="list-style-type: none"> <li>• Participate and assist in RRA/PRA/Baseline and socio-economic surveys, social and resource mapping;</li> <li>• Assist in data processing and analysis including quality check and overseeing data entry and data output;</li> <li>• Participate in resource exploitation and utilization documentation and institutional assessment process;</li> <li>• Other program related activities including field visits as needed.</li> </ul> <p>Qualification for this position includes working experience in development projects with strong computer skills.</p>
xiii) Field Surveyor / Enumerator	Bachelor	3-4 years	<p>The incumbent will work under the technical guidance of the Site Coordinator/Facilitator and is expected to perform the following</p> <ul style="list-style-type: none"> <li>• Conduct secondary data collection at all project sites;</li> <li>• Assist in data compilation, synthesis and preparation of secondary data report;</li> <li>• Undertake extensive field visits;</li> <li>• Submission of the report through the cognizant supervisors;</li> <li>• Conduct other activities as requested by the supervisor.</li> </ul> <p>Qualification for this position includes working experience in development projects particularly at field level with strong computer skills.</p>
xiv) Technical Assistants/Field Investigator/Field Surveyor			<p>Persons under this category will work under the direct supervision of various Senior-Mid Level technical professionals. Their responsibilities shall include:</p> <ul style="list-style-type: none"> <li>• Collection, review and analysis of primary field data e.g. field surveys and interviews;</li> <li>• Collection, review and analysis of secondary data from literature sources;</li> <li>• Preparation and organization of workshops, public consultations and hearings;</li> <li>• Preparation and support of field visits of the senior level professionals</li> </ul>

Consultants	Educational Qualifications	Experience	Responsibilities
xv) Short-term Consultants (Senior - Mid Level)	Ph.D., Masters	8-12 years	Inputs of these local consultants are need based and will be required to provide input in specific technical areas, such as, in the fields of Social Forestry, Natural Resources Management and Economics, Biology, Ecology, Sociology, Alternative Income Generation Activities, Civil Engineering, Monitoring and Evaluation, Gender, Training and Capacity Needs Assessment etc. Therefore, specific terms of reference cannot be drawn at this stage. These positions will however range from Senior to Mid-Level experts and are foreseen for shorter periods. Such consultants will be hired based on their educational background and experience in related professional fields and particularly, the working experience in natural resources development projects.
xvi) Short-term Consultants (Junior Level)	Graduate/Masters	8-12 years	<p>The Junior Level Assistants will include Field Assistants, Training Associates, Field Organizers, Data Entry Operators etc. Site Coordinators will supervise the Technical Assistants. They will perform specific tasks to their best professional capabilities and in close coordination and good working relations with other team members. Like other senior-mid level consultants, inputs of these local consultants are also need driven and will be required in specific technical areas. Such consultants will be hired based on their educational background and preference will be given to those having some experience in related professional fields. They will be expected to perform the following:</p> <ul style="list-style-type: none"> <li>• collection, review and analysis of primary field data collected through field surveys, interviews;</li> <li>• collection, review and analysis of secondary data and literature</li> <li>• preparation and organisation of workshops, public consultations and hearings and providing support to different training activities to be conducted under this project;</li> <li>• help in designing and developing publication and promotional materials, assist in organizing various public events and national fairs;</li> <li>• inventory of forestry resources and or monitoring and evaluation</li> <li>• participate in public awareness, group formation, motivation and skill development of stakeholders.</li> </ul>

IPAC

Preparation of DPP. The DPP will be prepared by the consultant in consultation with the respective implementing agencies of the NSRP. The DPP as

Should be prepared and approval should be obtained within TPP period.



Table: Implementation/work &amp; deliverables schedule

Component	Activities & Deliverables	Leads <sup>1</sup>	J	J	A	S	O	N	D	J	F	M	A	M
One - IPAC Strategy	Constituency Building and Outreach													
	Joan Ablett to work with Asiatic & partners, for identifying key stakeholders, for organization of KAP surveys and focus group discussions, and initial development of creative briefs for communications strategy	IRG												
Deliverables	Communications Strategy Trip Report	IRG			X									
	Preparation of communications strategy by consultations with stakeholders, KAP surveys, field work	Asiatic												
Deliverables	Preliminary results from communication field work and surveys	Asiatic				X								
	Organize workshop on message development for communications strategy	Asiatic												
Deliverables	IPAC Communications Strategy, including Creative Briefs	Asiatic					X							
	Design campaign to raise awareness of the PA Co-management vision, anticipated benefits and impacts, and necessary behavior changes to achieve IPAC objectives	Asiatic												
	Partners at field level are working under communications framework to implement co-ordinated communication campaign, & production of quarterly newsletter, documentary film, policy roundtable and other IEC events / activities	IRG												
Deliverables	Newsletters and ICE products for IPAC	IRG												
	Organize cross-visits by government leadership and senior staff, along with networked federations	Clusters, IRG												
	Advocacy and outreach campaigns in multiple inter-Cluster cross-visits by co-management members	Clusters, BELA												
Deliverables	Reports of cross-visits / site visits by GOB senior staff and key stakeholders	Stakeholders												
	Development of new PA Strategy													
	Organize and convene a Working Group to advise on the development of a new PA strategy and to review and comment on the interim products prepared as part of the strategy development process.	IRG												

<sup>1</sup> Cluster level interventions are managed by RDRS, CODEC, CIPD with assistance from Module Architects and other partners.

Activities & Deliverables		Leads	J	J	A	S	O	N	D	J	F	M	A	M
Component	Examine existing wetlands co-management strategies and other relevant aspects of DOF Road Map, ICFS, NBSAP, NAPA, Forest Policy, Wildlife Act and related legal or strategic frameworks and action plans													
Deliverables	Meeting notes of IPAC Strategy Working Group	IRG			X	X	X	X	X					
	Work with GOB agencies (RIMS of FD, DOF and others), WFC and CGIS to identify, analyze and map hot spots for biodiversity, and the areas of greatest ecological and economic importance for biodiversity conservation and improved management of natural resources													
Deliverables	Preliminary assessments and maps identifying high priority sites for new PA	IRG, WFC			X									
	Analyze current legal framework for the designation, protection and management of various categories of protected areas in Bangladesh; clarify the jurisdictions of GOB technical departments over the different types of Protected Areas, and options for harmonizing the legislative framework to promote the integration of PA management at the landscape level	BELA, ELI												
	BELA to participate in comprehensive review of existing models of participatory wetland and forest management and provide legal and strategic advice for the advancement of a PA co-management strategy	BELA, ELI												
Deliverables	Briefing Papers and analysis of legal framework for co-management of PA	BELA, ELI				X								
	Take stock of lessons learned from MACH, Nishorgo and related activities in support of community based, participatory and collaborative management of natural resources and PA	IRG												
	Review the current modalities and potential options for ensuring full participation of local stakeholders in PA management, including an analysis of roles and responsibilities, rights, benefits, security and the inclusiveness (with respect to women, poor, indigenous groups) of potential arrangements	IRG												
Deliverables	Concept papers and technical reports by PA strategy consultants	IRG						X						
	Consult with BELA, ELL, WWF, IUCN and others concerning possible revisions, extensions, adaptations of the legal framework for PA management in Bangladesh with a view towards developing a new, coherent framework for a new, integrated system of co-managed PA (IPAC system)	IRG, WFC												

Component	Activities & Deliverables	Leads'	J	J	A	S	O	N	D	J	F	M	A	M
	Build on Nishorgo Vision 2010 to develop a vision for PA co-management and expansion of the IPAC system	IRG, WFC			--	--	--	--	--	--				
	Organize a series of stakeholder meetings to review and discuss elements of proposed strategic framework for IPAC system; to be facilitated and support by senior public policy consultants (national and international)	IRG, WFC			--	--	--	--	--	--				
Deliverables	Draft strategic framework for new co managed PA system	IRG, WFC							X					
	<b>Partnership Building for Sustainable Financing</b>													
	Assess constraints and identify measures to ensure the timely collection and return or retention of PA entry fees by local co-management entities	IRG, BELA			--	--	--	--	--					
Deliverables	Report on measures needed to retain / return entry fees	IRG, BELA						X						
	Examine needed adjustments or innovations in benefit sharing arrangements to increase the motivation of CPG and other local co-management entities, and to ensure more equitable sharing of an expanded level of benefits	IRG					--	--	--	--				
Deliverables	Report on proposed improvements and adaptations to benefit sharing arrangements	IRG								X				
	Review the recommendations of the Nishorgo PPP Roundtable and move ahead with priority actions to stimulate PPPs in support of PA co-management	IRG					--	--	--	--				
	Liaise with and support PPP activities of the Tiger Project in support of the Sundarbans	IRG					--	--	--	--				
Deliverables	Organization of consultative meetings designed to promote PPPs	IRG											X	
	Pursue opportunities for expanded collaboration with Arannayk Foundation in support of PA co-management, including restoration of degraded PA and improved management of PA buffer zones	IRG			--	--	--	--	--					
Deliverables	Action memorandum on collaboration with AF	IRG						X						
	<b>Training</b>													
Two - Institutional Capacity														
	Review and build on prior studies and analysis by MACH and NSP (including the NSP Institutional Capacity Assessment report)	IRG			--	--	--	--	--					

Component	Activities & Deliverables	Leads <sup>1</sup>	J	J	A	S	O	N	D	J	F	M	A	M
	Organization of institutional capacity building team and consultation with major stakeholders to organize an assessment of institutional capacity building needs and to prepare an updated training needs assessment	IRG												
Deliverables	Report of training needs assessment	IRG						X						
	Examine opportunities for information sharing, networking and leveraging of partnerships among institutions dedicated to training and capacity building	IRG												
	Identify and support priority interventions designed to strengthen existing training centers, including the FRI and Fisheries Academy	IRG												
	Organize exchange visits to training institutes in India and Thailand.	IRG												
Deliverables	Trip report for exchange visits to India, Thailand	IRG												
Deliverables	Trip reports for exchange visits, cross visits, training sessions	Clusters								X	X			X
	Promote collaboration leading to the offering of a diploma-level program in PA co-management	IRG												
	Identify and train key specialists at Diploma and short-courses in the sub-region, with emphasis on India	IRG												
	Organize Asia regional visits to address needs identified in stakeholder consultations and INA	IRG												
	Reports of training workshops and short courses	IRG												
	EWC to organize technical support and workshops for young researchers and other targeted stakeholders to support investigation and analysis of lessons learned and critical IPAC issues to build long term capacity for implementing IPAC	EWC												
	WFC to organize and manage applied research grants, following needs assessment, theme selection, advertisement, review of proposals	WFC												
Deliverables	Published papers prepared by participants in EWC applied research / writing workshops	EWC											X	
Deliverables	Edited books of technical papers on PA co-management by stakeholders	EWC												X
Deliverables	Periodic reports on status of Applied Research Grants	WFC												X
	Finalize terms of public-private collaboration with IUB/JU for certificate course training	IRG												
	IUB/JU to organize and offer two new certificate training courses, in Applied Conservation Biology (two courses) and on Carbon project financing (one course)	IUB/JU												
Deliverables	Curriculum and list of participants for Certificate Courses	IUB/JU											X	X

Component	Activities & Deliverables	Leads <sup>1</sup>	J	J	A	S	O	N	D	J	F	M	A	M
	Develop and offer the foundation course in PA management (5 days) and other short training courses for targeted GOB and NGO staff, in collaboration with multiple institutions	IUB/JU												
Deliverables	Curriculum and list of participants for Foundation Course	IRG							X					
	Report on trainees enrolled in Diploma course	IRG									X			X
	A need assessment & integration of GIS into MIS is to be conducted for FD's RIMS-GIS Unit in order to operationalize a complete MIS setup.	IRG, FD												
	Report on Need Assessment & Integration of GIS into MIS of FD										X			
	Develop training module on application of GIS, RS, & GPS													
	Conduct training sessions for about 10 batches at the Divisional level for field level FD staff in order to streamline and update information management system.													
	Reports on training sessions													X
	<b>Local Support Services</b>													
	Organize workshop with implementing partners to develop approaches for local level training and strengthening of local support services	Clusters												
Deliverables	Report on workshop on strengthening local support services	Clusters							X					
	Build on established RMO, CMC, RUG/FUG and AIG training activities to support the continued development of a pool of trained and experienced villagers in support of IPAC field level implementation	IRG												
Deliverables	Concept paper and Action Plan for developing pool of experienced local level trainers	IRG									X			
	Promote and reinforce the development of a network of experienced villagers through TOT activities, with a view towards enabling them to serve as paid extension agents for peer-to-peer training at the local level	Clusters												
	Reports on TOT workshops for local extension agents	Clusters												
	Assist with organization of periodic meetings of federations of co-management organizations (CMC, RMO, Eco-cottage owners, ethnic weaving businesses, etc.)	Clusters												
	Reports of meetings of federations of CM organizations	Clusters												
<b>Three - Site Implementation</b>	<b>Site Selection and Field Interventions</b>													
	Organize initial briefings and planning sessions with FD, DOF, DOE and													

Component	Activities & Deliverables	Leads <sup>1</sup>	J	J	A	S	O	N	D	J	F	M	A	M
Deliverables	other key GOB stakeholders to familiarize them with IPAC and to review proposed site selection and priorities for IPAC implementation													
Deliverables	Report of brainstorming / planning workshops with FD, DOF, DOE	IRG	X	X	X									
	Carry out "needs analysis" with MACH and Nishorgo implementing partners, CBOs and stakeholders to identify priority interventions for IPAC, with a view towards consolidating, sustaining and scaling up MACH/Nishorgo pilot interventions													
	Prepare a MOU to clarify terms of collaboration and support with MACH partners tasked with monitoring and other follow-on activities in support of MACH, and identify complementary actions to be carried out with the support of IPAC implementing partners (primarily WFC, and Cluster teams)													
Deliverables	Tripartite MOU on collaboration between MACH partners, DOF and IPAC for follow on activities in MACH sites	IRG			X									
	Organize a workshop to highlight the accomplishments and lessons learned from MACH, to inform the IPAC strategic framework, capacity building priorities and site specific interventions of IPAC	WFC												
Deliverables	Workshop report on lessons learned from MACH	WFC				X								
	Review the results of NSP assessment of Nishorgo CMC and agree with FD and implementing partners on recommended priority follow up actions	IRG												
	Collaborate with NSP in the organization of a workshop and supporting communication events to highlight the accomplishments and lessons learned from Nishorgo, to inform the IPAC strategic framework, capacity building priorities and site specific interventions of IPAC	IRG												
Deliverables	Workshop report on lessons learned from Nishorgo	IRG					X							
	Complete recruitment, mobilization and initial training of core staff for Cluster teams													
	Plan and carry out initial Cluster level awareness raising, site assessment and PRA for targeted new direct sites.													
Deliverables	Site assessment and PRA reports for targeted new direct sites	Clusters						X						
Deliverables	Summary report on priority interventions for IPAC in MACH and NSP sites	IRG, WFC							X					
	Follow up on NSP support to local communities and indigenous peoples around the Modharpur National Park and support the extension of co-	IRG												

Component	Activities & Deliverables	Leads <sup>1</sup>	J	J	A	S	O	N	D	J	F	M	A	M
	management to this new PA through the organization of a model CMC with the full participation of women and indigenous communities													
	Organize the launch of IPAC in the CHT, and initiate the support for co-management in at least one new PA in this Cluster (Kaptai or Pablakhali)	IRG, Clusters												
	Collaborate with IUCN and others to extend support for co-management in the RAMSAR wetlands of Tanguar Haor and adjacent PA in Sylhet Cluster	IRG, IUCN, DOE												
	Organize the extension of IPAC support to the Sundarbans Cluster, to initiate support for co-management in at least one new PA in this Cluster	Clusters												
Deliverables	Status report on initiation of co-management in targeted new sites, including Modhupur National Park, CHT, Tanguar Haor and Sundarbans PA	Clusters												X
	Land use classification and zonation of Bhawal National Park using satellite image as a pilot project in order to come up with a standard method that can be replicated in other PAs for improvement in resource information management.	IRG, FD, RIMS-GIS												
	<b>Alternative Income Generation and Financing</b>													
	Organize TDY (Sept 2008) by Megan Epler Wood to develop a community-based nature tourism strategy for the Teknaf peninsula	EWI												
Deliverables	Trip Report and Phase I Draft Teknaf Strategy by Epler Wood	EWI				X								
	Organize follow up TDY (Nov 2008) by Megan Epler Wood to prepare a SWOT analysis for ecotourism development in the Sundarbans	EWI												
Deliverables	Trip Report and SWOT Analysis for Sundarbans by Epler Wood	EWI							X					
Deliverables	Phase 2 Final Teknaf Strategy	EWI											X	
	Mobilize expertise of Oasis and others to strengthen value chain for bamboo products, ethnic cloth production and other high potential value chains; organize initial market research, field surveys and related support for value chain strengthening in collaboration with Cluster teams	Oasis, Clusters												
Deliverables	Report on Oasis led market and field surveys	Oasis							X					
	Oasis to assist with development of business plans and pilot training in sustainable management of resource base and in value added processing techniques at selected locations													
Deliverables	Business plans for targeted enterprises in selected locations	Oasis								X				

<i>Component</i>	<i>Activities &amp; Deliverables</i>	<i>Leads<sup>1</sup></i>	<i>J</i>	<i>J</i>	<i>A</i>	<i>S</i>	<i>O</i>	<i>N</i>	<i>D</i>	<i>J</i>	<i>F</i>	<i>M</i>	<i>A</i>	<i>M</i>
	Assess AIG options and potential support for livelihoods in line with proposed management interventions for targeted PA	WFC, Oasis												
Deliverables	Assessment report on potential AIG and Livelihoods support in targeted PA	WFC, Oasis											X	
	Support strengthening and expansion of Eco-Cottage networks	IRG												
	Follow up on NSP PPP Roundtable and explore options / identify potential new PPPs in support of PA infrastructure development (see also Component 1, Partnerships for Sustainable Financing)	IRG												
Deliverables	Concept Note and Recommended Actions to develop IPAC PPP	IRG												X
	Assess options and develop a strategy and action plan to provide support for microfinance in targeted areas in collaboration with Mukti, BRAC and implementing partners for each Cluster	IRG												
	Consult with PRICE team and organize collaboration in support of the strengthening of targeted value chains most relevant to the achievement of IPAC results	IRG, Oasis												
Deliverables	Action Plan for collaboration with PRICE	IRG, Oasis								X				
	<b>Climate Change Adaptation</b>													
	Consultation with DOE and Climate Change team to review NAPA and to explore opportunities for collaboration with IPAC	IRG, WWF												
Deliverables	Concept Note and Action Plan outlining IPAC interventions in support of the NAPA and related initiatives	IRG, WWF											X	
	Consultation with IRG Climate Change specialists on potential interventions to promote pilot carbon sequestration models in targeted sites	IRG												
	Identify specific interventions to be supported by IPAC to mitigate climate change and to support local level adaptation to Climate Change	IRG												
Deliverables	Status report on progress in implementing carbon sequestration model	IRG								X				X
	Explore opportunities for collaboration and synergy with partners engaged in new RFA activities providing assistance in recovery and rehabilitation in areas affected by Cyclone Sidr	IRG												
	<b>Outreach</b>													
	Carry forward with implementation of communication strategy at the local level													



Component	Activities & Deliverables	Leads'	J	J	A	S	O	N	D	J	F	M	A	M
Deliverables	Survey results reporting on awareness raising and behavior changes	Asiatic						X						
	Support Co-Managers platform	WFC												
	WFC to lead in organizing linkages between IPAC and leveraged wetlands	WFC												
	Organize collaboration with USAID Asia Foundation / Leaders of Influence and others, including Bangladesh Scouts, Sesame Street TV Production, assistance to primary schools mobilized through Save the Children (see also section on Cross-cutting elements, below).	Asiatic												
Deliverables	Periodic reports on outreach initiatives and related collaboration	Asiatic						X						X
<b>Cross-cutting Elements</b>	<b>Gender / Youth Perspective</b>													
	Follow on the gender mainstreaming initiatives and targeted training and capacity building activities for women and youth supported by MACH and Nishorgo	Clusters												
	Conduct 3 sessions on successful women-only dialogues in each of the five clusters to strengthened women's platform on co-management.	Clusters												
	Mobilized specialized expertise through dTS during the first six months for the development of additional supporting activities to mainstream gender.	dTS												
Deliverables	Action plan for mainstreaming gender and youth perspective in IPAC	dTS						X						
	IPAC will also collaborate with Save the Children's programs in support of primary education to increase benefits to youth in each of the IPAC Clusters.													
Deliverables	Report of dialogue sessions with women and development of women's platform on co-management	Clusters									X			
	Negotiate and begin implementation of the joint program on extension of fuel wood saving stoves and PA conservation with the Scouts of Bangladesh.													
Deliverables	Update on development of initiatives with Bangladesh Scouts	Clusters						X						X
<b>Organization and Mang't</b>	Periodic team planning and management meetings	IRG												

Component	Leads'	J	J	A	S	O	N	D	J	F	M	A	M
Quarterly financial report, 15 days before end of the quarter	IRG			X			X			X			
Quarterly progress report, 15 days after the end of the quarter	IRG				X			X				X	
Finalize PMP	IRG					X							
First Annual Work Plan, draft due in July 2008	IRG		X										
Second Annual Work Plan, draft to be prepared in May 2009	IRG												X
Annual progress report, due in June 2009	IRG												

## Tasks and Qualifications of Counterpart Person

Designations	Educational Qualifications	Experience	Tasks to be performed
Dy. Chief Conservator of Forest (DCCF)/ Conservator of Forest (CF)	Masters or Post Graduate	10-12 years	<p>The DCCF/CF will be the Project Director (PD) and will work in close partnership with the concerned TA Team and other related government agencies. He will also provide support to the Project Steering Committee.</p> <p>The PD will have the overall management responsibilities and will manage the project activities to ensure that consultants' inputs are obtained efficiently and that the required outputs are delivered on schedule. The PD will also provide technical inputs in his/her field of expertise. He/she will be responsible for maintaining an effective liaison with the Ministry of Environment &amp; Forest, Ministry of Fisheries and Livestock, Department of Fisheries, Department of Environment and other related Bangladesh Government agencies and the funding agency, the United States Agency for International Development (USAID). Specific responsibilities will include:</p> <ul style="list-style-type: none"> <li>• Work closely with the long-term expatriate consultants;</li> <li>• Provide input and assistance in project planning and development;</li> <li>• Coordinate with the Chief of the TA Team on programs and activities of local NGO partners;</li> <li>• Work closely with the short-term expatriate consultants on program activities;</li> <li>• Ensures transfer of technology in a smooth manner and they are sustainable;</li> <li>• Ensures the projected capacity building of the officials is done in an efficient and timely manner.</li> </ul> <p>The PD shall have advanced or post graduate degree in related disciplines and at least 10-12 years of sound experience in projects, including 5 years in senior management position.</p>
Divisional / District Level Officers	Masters or Graduate	5-7 years	<p>This level the officials will include Divisional Forest Officers, District Fisheries and Environment Officers. They will provide guidance and leadership to the field-level officers for the selected protected area management activities and other aspects of the project as needed. He/she will participate with the cognizant Bangladesh Government Officials, partners and agencies in designing and implementation of the Co-Management approaches and activities. More specifically</p>

Designations	Educational Qualifications	Experience	Tasks to be performed
			<p>he/she is expected to perform the following:</p> <ul style="list-style-type: none"> <li>• Participate and provide input to the Co-Management planning and development processes;</li> <li>• Serve as liaison with the Forest, Fisheries and Environment, other technical departments and with local government at the district and thana levels;</li> <li>• Actively participate in the meetings of the Co-Management Working Group and or formation of new groups;</li> <li>• Provide advice on identification of protected area extensions;</li> <li>• Assist/provide inputs in the transfer of technology;</li> <li>• Receive/impart training on capacity building of the GOB stakeholders.</li> </ul>
Field-level Officers (Assistant Chief/Assistant Conservator of Forest, Thana Fisheries and Deputy Director or ECA Management Officer)	Graduate	3-5 years	<p>This level the officials will include Assistant Chief/Assistant Conservator of Forest, Thana Fisheries and environment Officers; They are the key to the effective implementation of the project activities. He/she will work closely with TA team members, local stakeholders local government departments. More specifically he/she is expected to perform the following:</p> <ul style="list-style-type: none"> <li>• Work closely with the TA team members on team planning and development processes;</li> <li>• Actively participate in the meetings of the Co-Management Working Group and or formation of new groups and other resource management groups;</li> <li>• Receive/impart training on capacity building of the GOB stakeholders.</li> </ul>

## Tasks and Qualifications of Support Staffs to be recruited\* out of GOB fund

- these staffs are already in service. They will be engaged for the project work. Their services have been calculated as in kind

Designation	Educational Qualifications	Experience	Tasks to be performed
1	2	3	4
Range Officer / Deputy RO, BO, Office Assistant Computer Operator Technician /Draftsman Drivers Cleaner/ MLSS Forest Guard/Guard	In service	In service experiences of FD/DOE/DOF	They will provide necessary support to the PD/NPD, or Director/Deputy Director office in head or field offices.

Note that – other support staff will be engaged for the project work as and when necessary.

# Tasks and Qualifications of Support Staff to be retained\* out of COB fund

\* Their salaries should be covered. They will be engaged for the project as  
budgets have been estimated as in table

Tasks to be performed	Expenditure	Qualifications	Personnel
The following tasks should be performed by the support staff:	In order to ensure the smooth running of the project, the following tasks should be performed by the support staff:	The support staff should have the following qualifications:	1. General Administration
			2. Financial Administration
			3. Technical Administration
			4. Legal Administration
			5. Other Administration

\* Their salaries should be covered for the project with a view to their

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Annex - VII  
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**Tasks and Qualifications of Support Staffs  
to be recruited out of DP's fund (from DPA)**

Designation	Educational Qualifications	Experience	Tasks to be performed
1	2	3	4
1. Office Manager	Masters	12-15 years	<p>Under the supervision of the Chief of Party (COP) the incumbent provides assistance in carrying out day-to-day administrative functions of the project. He/she may be assigned all or part of the following tasks:</p> <ul style="list-style-type: none"> <li>◇ leads and manages the entire project administrative and financial activities;</li> <li>◇ provide direct administrative advice and guidance to the project management on various administrative, financial and contractual matters</li> <li>◇ prepare and submit various financial and other periodical reports and returns to the donor and GOB counterpart</li> <li>◇ arrange for the administration and monitoring of subcontract agreements (financial);</li> <li>◇ prepare and process lease agreements for the office building;</li> <li>◇ process all investment procurements and subcontracts, including the preparation of bid documents, bid invitations, recommendations, approvals and placement of order in compliance with the USAID requirements;</li> <li>◇ advise the management on implementation of TAPP obligations;</li> <li>◇ supervise all administrative, accounts and support staffs of the project;</li> </ul> <p>attend meetings organized by the donor and or GOB agencies on project related matters</p>
2. Accounts Officer / Accountant / Accounts Associates / Junior Accountant	Masters in Accounting	6-8 years	<p>The incumbent shall respond to the head of administration and finance in providing overall assistance in organizing, preparing and maintaining accounting records and reports and in particular is expected to perform the following task upon specific designation:</p> <ul style="list-style-type: none"> <li>◇ review and check timesheets, recommend leave requests for approval;</li> <li>◇ review and check drivers time sheet, monitor and prepare drivers OT statements;</li> <li>◇ prepare the payroll including tax and other withholdings and arrange for payment of GoB taxes</li> <li>◇ review invoices submitted by the subcontractors and vendors and process their payments</li> <li>◇ review travel expenses, maintain records of advances and reconcile with bills when submitted</li> <li>◇ assist in the preparation of budgets, monitoring expenses, budget variances for prime and subcontractors</li> <li>◇ prepare periodical reports and returns for submission to head quarter and related</li> </ul>

A. GOB fund - Nil  
B. Others - Nil  
Support staff

cut will go to  
TOP of Local consultant

Designation	Educational Qualifications	Experience	Tasks to be performed
			counterparts ◇ dealing with bank, tax department, NBR on matters related to project and the personnel
3. Administrative Officer/Admin. Assistant	Graduate	6-7 years	Under the supervision of the head, administration and finance the incumbent provides assistance in carrying out day-to-day administrative functions of the project. He/she may be assigned all or part of the following tasks: <ul style="list-style-type: none"> <li>◇ supervise tasks of the peons, cleaners, guards and drivers and prepare monthly duty roster</li> <li>◇ arrange pick up and accommodation of the visiting expatriates; schedule daily pick up and drop of staff members, monitor duties on week-ends/holidays</li> <li>◇ provide logistics support for field trips by office personnel, arrange for tickets if other means of transport is used, assign vehicles, etc.</li> <li>◇ review of all log books maintained by the project drivers by month, prepare monthly statement of km. usage, segregate km. used for official, other project and personal purposes for billing</li> <li>◇ expedite issuance/extension of expatriates of passbooks, follow up all formalities with NBR, Customs and GoB agencies for clearance of goods</li> <li>◇ supervise all maintenance works of office equipment, building, furnishings, arrange for bids and provide recommendations for repair</li> <li>◇ keep records of periodic servicing and initiate action for servicing works and replacement of parts and repairs</li> <li>◇ conduct periodic inventory of office properties, update accordingly and maintain inventory records</li> <li>◇ provide assistance and logistics for in-house/outside seminar/training/workshops including purchase of required stationeries, venue booking, transportation, etc.</li> <li>◇ assist in the inventory of the non-expendable project properties maintain records, identify discrepancies and recommend reconciliation actions</li> </ul>
4. Secretary	Graduate	10-12 years	Provide overall secretarial and communication support to the project staff members; the incumbent responds to the head, administration and finance and is expected to perform the following: <ul style="list-style-type: none"> <li>◇ using the standard format prepare letters, memos and other project related papers/documents for submission to USAID, FD, DOF MOE&amp;F, partner organizations and other GoB agencies;</li> <li>◇ receive, review, code all incoming mail and arrange for distribution to respective personnel when copies marked;</li> <li>◇ coordinate with the administration for pick up and delivery of the mail coming and sent via the embassy mailing system;</li> <li>◇ responsible for daily faxes, incoming and</li> </ul>



Designation	Educational Qualifications	Experience	Tasks to be performed
			<p>outgoing and ensure proper log-in and their distribution;</p> <ul style="list-style-type: none"> <li>◇ assist in report preparation and editing, in particular in maintaining the NSP house style</li> <li>◇ maintain project files and related reference materials including personnel files;</li> <li>◇ assist in setting up appointments and maintain appointment schedule as requested;</li> <li>◇ coordinate with the administrative unit in dispatching mail;</li> </ul>
5. Tel. Operator / Receptionist	Graduate	4-5 years	<p>Provide communication and part-time secretarial support to the project staff members; the incumbent responds to the head, administration and finance and is expected to perform the following:</p> <ul style="list-style-type: none"> <li>◇ coordinate with the administration for pick up and delivery of the mail coming and sent via the embassy mailing system;</li> <li>◇ liaise with the secretary for delivery of the outgoing office mail including mail sent via courier service;</li> <li>◇ assist in setting up appointments and maintain appointment schedule as requested;</li> <li>◇ receive and scan visitors and maintain visitors log book;</li> <li>◇ receive, make and transfer calls to staff members, keep messages for traveling staff and convey the same to appropriate persons upon their return;</li> <li>◇ coordinate with the secretary and the administrative unit in dispatching mail;</li> </ul>
6. Drivers	Class VIII – S.S.C.	10-15 years	<p>Under the guidance of the administrative officer/assistants, the project driver is expected to perform the following:</p> <ul style="list-style-type: none"> <li>◇ drive project vehicles for official duties of the project personnel;</li> <li>◇ undertake field trips in connection with the project activities as assigned by the supervisor;</li> <li>◇ maintain log books for each trip to record km. usage, start and closing time and signature of the users;</li> <li>◇ monitor periodic servicing, repair works and initiate actions for timely servicing and repair works;</li> <li>◇ keep vehicles neat and clean and ensures safe driving;</li> <li>◇ perform any other tasks as assigned by the supervisor.</li> </ul>
7. MLSS	Class V – VIII	3-4 years	<p>Ensure and keep the office premises neat and clean, the incumbent responds to the administrative officer / assistant. More specifically his tasks include:</p> <ul style="list-style-type: none"> <li>◇ clean the office premises including floors, stair case, windows, toilets etc.;</li> <li>◇ clean up the desks, chairs, shelves of the staff members located in each floor including office equipment;</li> <li>◇ carry and distribute mail and messages to the project personnel;</li> <li>◇ provide assistance in refreshments and other</li> </ul>

Designation	Educational Qualifications	Experience	Tasks to be performed
			<ul style="list-style-type: none"> <li>◇ services during meeting, conference, workshops;</li> <li>◇ assist in shifting office furniture, equipment from one place to another;</li> <li>◇ assist the peon/photocopy man during bulk photocopy and binding works;</li> <li>◇ assist in the room arrangement for in-house seminar and meeting;</li> <li>◇ perform other tasks as assigned by the supervisor.</li> </ul>

A.I.D. Project No. 388-A21

**PROGRAM OBJECTIVE GRANT AGREEMENT**  
between  
**THE PEOPLE'S REPUBLIC OF BANGLADESH**  
and  
**THE UNITED STATES OF AMERICA**  
Governing  
**USAID/BANGLADESH ENVIRONMENT PROGRAM**

Dated: 29 SEP 2007



# Program Objective Grant Agreement

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# PROGRAM OBJECTIVE GRANT AGREEMENT

Between

The United States of America, acting through the United States Agency for International Development ("USAID"),

and

The People's Republic of Bangladesh (hereinafter referred to as the "Grantee" or "GOB").

## Article 1: Purpose

The purpose of this Program Objective Grant Agreement ("Agreement") is to set out the understanding of the parties named above (the "Parties") about the Program Objective described below.

## Article 2: Program Objective, Program Area and Program Elements

### Section 2.1: Program Objective

The Program Objective ("Objective") of this Agreement under the U.S. foreign assistance framework is "Economic Growth: To generate rapid, sustained, and broad-based economic growth." Section 2.1 may not be changed without formal amendment to the Agreement.

### Section 2.2: Program Area

Within the Objective, this Agreement addresses the Program Area of "Environment," which has as its goal to: "Ensure that the environment and the natural resources upon which human lives and livelihoods depend are managed in ways that sustain productivity and growth as well as a healthy population." Within the Environment Program Area, this Agreement governs the Program Element described in Section 2.3. Section 2.2 may not be changed without formal amendment to the Agreement.

### Section 2.3: Program Element

In order to achieve the Program Objective and the Program Area, the Parties agree to work together to achieve the results described under the Program Element listed below.

**Program Objective: Economic Growth**

**Program Area: Environment**

**Program Element: Natural Resources and Biodiversity:** Conserve biodiversity and manage natural resources in ways that maintain their long-term viability and preserve their potential to meet the needs of present and future generations. Activities include combating illegal and corrupt exploitation of natural resources and the control of invasive species.

Section 2.3 may be changed by written agreement of the authorized representatives of the Parties without formal amendment of this Agreement, by means of an Implementation Letter.

### Section 2.4: Amplified Description

Annex 1, attached, amplifies the Program Objective, Program Area, and Program Element noted above. Within the limits of the definitions of the Program Objective in Section 2.1, the Program Area in Section 2.2, and the Program Element in Section 2.3, Annex 1 may be changed by written agreement of the authorized representatives of the Parties without formal amendment of this Agreement, by means of an Implementation Letter.

### Article 3: Contributions of the Parties

#### Section 3.1: USAID Contribution

- (a) The Grant. To help achieve the Program Objective, Program Area and Program Element set forth in this Agreement, USAID, pursuant to the Foreign Assistance Act of 1961, as amended, hereby grants to the Grantee under the terms of the Agreement not to exceed Nine Hundred Fifty-Seven Thousand One Hundred and Seventy-Four United States ("U.S.") Dollars (\$957,174) (the "Grant").
- (b) Total Estimated USAID Contribution. USAID's total estimated contribution under this Agreement will be not more than Seven Million Two Hundred Twenty-Nine Thousand U.S. Dollars (\$7,229,000), as outlined in the Illustrative Financial Plan included as Attachment A to Annex 1 to this Agreement. Subsequent increments will be subject to the availability of funds to USAID for this purpose and may be provided by USAID upon written notice to the Grantee. The Parties agree that each such incremental contribution provided, if any, shall cumulatively increase the total amount of the Grant set forth in Section 3.1 and consequently may increase the Grantee's contribution under Section 3.2. The Grantee further agrees to acknowledge by written notice to USAID each such incremental contribution, if any.
- (c) Unilateral De-Obligation. If at any time USAID determines that its contribution under Section 3.1(a) exceeds the amount which reasonably can be committed for achieving the results described in the Program Objective, Program Area or Program Element during the current or next U.S. fiscal year, USAID may, upon written notice to the Grantee, withdraw the excess amount, thereby reducing the amount of the Grant set forth in Section 3.1(a). Actions taken pursuant to this subsection will not revise USAID's total estimated contribution set forth in Section 3.1(b).
- (d) Implementing Instruments. The Grantee agrees that USAID will award such contracts, grants, cooperative agreements or other implementing instruments to third parties as USAID deems necessary to achieve the Program Objective, Program Area, and Program Element. Such instruments will be financed using Grant funds and awarded pursuant to USAID's policies and procedures with consultation between the parties prior to making such awards.

#### Section 3.2: Grantee Contribution

- (a) The Grantee agrees to provide or cause to be provided all funds, in addition to those provided by USAID, and all other resources required to complete, on or before the Completion Date, all activities necessary to achieve the results described under the Program Element in Section 2.3.
- (b) The Grantee's total estimated planned contribution under the Agreement, to be made from 416(b) local currency funds generated from a U.S. food aid program, and based on USAID's contribution in Section 3.1(b), will not be less than the Bangladesh Taka equivalent of Two Million Four Hundred Ten Thousand U.S. Dollars (\$2,410,000), including in-kind contributions, subject to availability of funds to the Grantee for this purpose, and USAID providing the total estimated amount stated in Section 3.1(b). The

U.S. Dollar equivalent will be calculated at the exchange rate in effect on the date of this Agreement as determined by the United States Department of Treasury and provided by the U.S. Embassy in Bangladesh and notified to the Grantee through an Implementation Letter, as provided in Annex 2. The Grantee will report semi-annually in a format to be agreed upon with USAID on its cash and in-kind contributions.

- (c) Except as USAID may otherwise agree in writing, the Grantee agrees to spend the total amount of its contribution to achieve results described under the Program Objective, Program Area, and Program Element and, particularly, for the purposes of restoration of degraded aquatic and terrestrial habitats and ecosystems, communication and outreach, and replication and scaling up of the programs and activities.

#### Article 4: Completion Date

- (a) The Completion Date, which will be September 30, 2011, or such other date as the Parties may agree to in writing. This is the date by which the Parties estimate that all the activities necessary to achieve the results described in the Program Element will be completed.
- (b) Except as USAID may otherwise agree in writing, USAID will not issue or approve documentation which would authorize disbursement of the Grant for services performed or goods furnished after the Completion Date.
- (c) Requests for disbursement, accompanied by necessary supporting documentation prescribed in Implementation Letters, are to be received by USAID no later than nine (9) months following the Completion Date, or such other period as USAID agrees to in writing before or after such period. After such period USAID, at any time or times, may give notice in writing to the Grantee and reduce the amount of the Grant by all or any part thereof for which requests for disbursement, accompanied by necessary supporting documentation prescribed in Implementation Letters, were not received before the expiration of such period.

#### Article 5: Conditions Precedent to Disbursement

##### Section 5.1: First Disbursement

Prior to the first disbursement under the Grant, or to the issuance by USAID of documentation pursuant to which disbursement will be made, the Grantee will, except as the Parties may otherwise agree in writing, furnish to USAID in form and substance satisfactory to USAID:

- (a) An opinion of counsel acceptable to USAID that this agreement has been duly authorized or ratified by, and executed on behalf of the Grantee, and that it constitutes a valid and legally binding obligation of the Grantee in accordance with all of its terms; and
- (b) A statement in the name of the person or persons holding or acting in the offices of the Grantee specified in Section 7.2, and of any additional representatives, together with a specimen signature of each person specified in such statement.

##### Section 5.2: Notification

USAID will promptly notify the Grantee when USAID has determined that a condition precedent has been met.

##### Section 5.3: Terminal Dates for Conditions Precedent



The terminal date for meeting the conditions in Section 5.1 is ninety (90) days from the date of this Agreement or such later date as USAID may agree to in writing before or after the above terminal date. If the conditions precedent in Section 5.1 has not been met by the above terminal date, USAID, at any time, may terminate this Agreement by written notice to the Grantee.

## Article 6: Special Covenants

The Parties hereby agree to the following covenants:

- (a) The Grantee will make every effort to institutionalize co-management as the approach for natural resources management and biodiversity conservation, share management authorities with the natural resource dependent communities, develop a protected area system strategy, and build institutional capacity for protected area co-management.
- (b) The Grantee will make every effort to institute a sustainable financing mechanism for protected area co-management, including introduction of a fee structure for recreational use of the protected areas and retention of a reasonable portion of the collected fees to ensure sustainability of the co-management committees and councils.
- (c) The Parties agree to keep the existing project steering committees for the Management of Aquatic Ecosystems through Community Husbandry (MACH) project (chaired by the Secretary, Ministry of Fisheries and Livestock and represented by relevant GOB ministries and USAID) and Nishorgo Support Project (chaired by the Secretary, Ministry of Environment and Forest and represented by relevant GOB ministries and USAID) viable and functioning until the projects are completed. The parties agree to form steering committees of similar nature and stature for new activities authorized under this Agreement.

## Article 7: Miscellaneous

### Section 7.1: Communications

Any notice, request, document, or other communication submitted by either Party to the other under this Agreement will be in writing or by facsimile, and will be deemed duly given or sent when delivered to such Party at the following address:

To USAID: **The Mission Director**  
United States Agency for International Development  
Embassy of the United States of America  
Madani Avenue, Baridhara, Dhaka-1212, Bangladesh  
Telephone: 885-5500  
Facsimile: 989-0195 or 882-3648

To the Grantee: **Secretary (with a copy to the Additional Secretary)**  
Economic Relations Division  
Ministry of Finance  
Sher-e-Bangla Nagar, Dhaka, Bangladesh  
Telephone: 911-0219 or 811-2641  
Facsimile: 911-3088

All such communications will be in English, unless the Parties otherwise agree in writing.

### Section 7.2: Representatives

For all purposes relevant to this Agreement, the Grantee will be represented by the individual holding or acting in the Office of the Secretary or Additional Secretary, Economic Relations Division, Ministry of Finance, and USAID will be represented by the individual holding or acting in the Office of the Mission Director, USAID/Bangladesh, each of whom, by written notice, may designate additional representatives for their respective Party for all purposes other than signing formal amendments to this Agreement. The names and positions of the representatives of the Grantee, with specimen signatures, will be provided to USAID, which may accept as duly authorized any instrument signed by such representatives in implementation of this Agreement, until receipt of written notice of revocation of their authority.

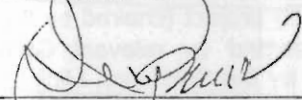
Section 7.3: Standard Provisions Annex

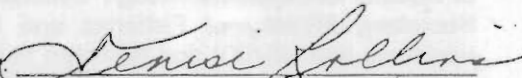
A "Standard Provisions Annex" (Annex 2) is attached to and forms part of this Agreement.

IN WITNESS WHEREOF, the United States of America and the Grantee, each acting through its duly authorized representative, have caused this Agreement to be signed in their names and delivered as of the day and year first above written.

PEOPLE'S REPUBLIC OF BANGLADESH

UNITED STATES OF AMERICA

By: 

By: 

Name: Md. Amrul Islam Bhuiyan  
Title: Secretary,  
Economic Relations Divisions,  
Ministry of Finance.

Name: Denise Rollins  
Title: Mission Director,  
United States Agency for International  
Development/Bangladesh.

Date: 29.09.07

Date:

29 SEP 2007

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## Annex 1: Amplified Description for the USAID/Bangladesh Environment Program

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### I. Introduction

This annex describes the activities to be undertaken and the results to be achieved with funds obligated under this Agreement. Nothing in this Annex 1 shall be construed as amending any of the definitions or terms of the Agreement.

### II. Background

#### Natural Resources and Biodiversity

Natural resources continue to be a major source of wealth and power anywhere in the world and this is more compelling in Bangladesh. They are also critical to rural economic growth and development, and good governance. Bangladesh is endowed with an enormous network of aquatic ecosystems. Unfortunately, due to the various pressures of development interventions, gaps in policy and legislation, and conflicting institutional mandates, vast portions of the major ecosystems have been lost or degraded. Many terrestrial wildlife species have been lost during the last 100 years. In 2000 the International Union for the Conservation of Nature (IUCN) classified 40% of Bangladesh's freshwater fish species as threatened with national extinction. Bangladesh now has among the smallest areas of protected and intact forest in the world. The result is an ever increasing number of species threatened with local extinctions; in 2002 Earth Trends Country Profiles listed 68 threatened species.

The people of Bangladesh have a historical dependency on the floodplain system for their livelihood security. An estimated 70 million rural households rely on food and income from the wetlands to survive and four out of every five rural dwellers are dependent to some extent on aquatic resources. These resources supply between 60% and 80% of the animal protein needs of the country, as well as being a key source of essential minerals, vitamins and fatty acids, vital factors in child development and adult health. Degradation of natural capital and biodiversity has a serious and direct impact on the food security, nutrition, and income of the poor people.

USAID, in tandem with GOB institutions, has successfully introduced a co-management approach in natural resources management and biodiversity conservation with activities outlining linkages between terrestrial and aquatic ecosystems while building local capacity in resource management. Biodiversity conservation should be considered as an effective means of poverty reduction and improving environmental governance. There is a need to pave the way for a greater level of engagement of the private sector in biodiversity conservation and sustainable natural resource management. The following areas are critical for sustainable management of natural resources:

**Adoption of a Coherent, Systematic Approach to Natural Resources Management:** Current national policy does not adequately promote a systemic approach or strategy for Protected Areas (PA) management. The absence of an enabling policy environment undermines co-management efforts. A real attempt needs to be made to develop the required human and institutional capacity to adequately manage protected areas (PAs) in accordance with existing and future national policies.

**Realignment of Policies:** A review of natural resource related policies over the last thirty years demonstrates that a large number of policies that have been enacted favor individuals rather than protect the common good. More often than not, policies issued by one Government institution contradict those of other institutions making implementation

and enforcement of natural resource protection next to impossible. In the end, policies have been issued in a haphazard fashion in the absence of a unifying national strategy for PA management.

**Development of Institutional Capacity:** If the governance structures within the sector were to improve, much of the destruction of the country's natural resources could be arrested or even reversed. While the Government of Bangladesh currently embraces the co-management approach, it lacks the technical and organizational resources to properly support it even in the limited target areas USAID presently supports. As mentioned above, there are also challenges in convincing communities of the importance of conservation. Fostering synergistic working relationships between user communities and the GOB authorities responsible for conservation is difficult due to the lack of experience and ability on both sides.

**Development of a Pro-poor Strategy:** Current practices in place are sometimes laden with perverse incentives that encourage extraction rather than conservation. Little incentive exists for communities to work together in a coordinated manner to ensure that resources are not only conserved, but also to strive for maximum sustainable productivity. Community empowerment is essential to move towards such sustainable management. Given the country's demographics, PAs will increasingly become involved in intractable social conflicts. Any approach must take into account the needs of the traditionally marginalized poor communities.

**Need for Conservation Financing:** At present, no sustainable financing programs are planned or in place for supporting PAs. There is a clear need to go beyond the traditional system of financing PA management through the national revenue budget to embracing a more sustainable strategy(ies).

### III. Indicators

The Parties intend to use the following indicators to assess progress toward achieving the Program Element and Sub-elements:

#### Result 1: Natural Resources and Biodiversity

Indicator	Source of Data	Baseline	FY 07 Target	FY 08 Target	FY 09 Target	FY 10 Target	FY 11 Target
Number of hectares under improved natural resources management as a result of USG assistance	TBD	113,347 ha	120,847 ha	125,847 ha	TBD	TBD	TBD
Number of hectares in area of biological significance under improved management as a result of USG assistance	TBD	23,168 ha	23,168 ha	27,668 ha	TBD	TBD	TBD
Number of hectares of natural resources showing improved biophysical conditions as a result of USG	TBD	23,722 ha	24,138 ha	29,368 ha	TBD	TBD	TBD

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**Result 2: Biodiversity Policy and Governance**

Indicator	Source of Data	Baseline	FY 07 Target	FY 08 Target	FY 09 Target	FY 10 Target	FY 11 Target
Number of policies, laws, agreements or regulations promoting sustainable natural resources management and conservation that are implemented as a result of USG assistance	TBD	2	3	2	TBD	TBD	TBD
Number of people receiving USG supported training in natural resource management and/or biodiversity conservation	TBD	1,743	2,150	850	TBD	TBD	TBD

**Result 3: Biodiversity Conservation**

Indicator	Source of Data	Baseline	FY 07 Target	FY 08 Target	FY 09 Target	FY 10 Target	FY 11 Target
Number of hectares in areas of biological significance showing improved biophysical conditions as a result of USG assistance	TBD	23,168 ha	23,168 ha	27,668 ha	TBD	TBD	TBD
Number of people with increased economic benefit derived from sustainable natural resource management as a result of USG assistance	TBD	42,970	52,000	60,000	TBD	TBD	TBD

By the end of this agreement, USAID expects to have contributed to significant improvements in natural resources management and biodiversity conservation. Specifically, USAID anticipates:

- Significant increases in the number of protected areas covering all the ecologically important areas;
- Development and implementation of a Coherent Integrated Protected Areas Co-Management Strategy; and
- Building Stakeholder and Institutional Capacity.

**IV. Program Elements and Activities**

Funds to be provided under this Agreement are to be used to support programs and activities to achieve the goals set forth in the Objective, Program Area and Program Element descriptions set forth in this Agreement. The Program Element and Program Sub-Elements are described below. USAID and the GOB will participate in a collaborative process to plan the specific projects and activities that will be carried out.

## Program Area: Environment

**Program Element: Natural Resources and Biodiversity:** Conserve biodiversity and manage natural resources in ways that maintain their long-term viability and preserve their potential to meet the needs of present and future generations. Activities include combating illegal and corrupt exploitation of natural resources and the control of invasive species.

In Bangladesh, the USG will focus on the following Sub-Elements:

**Biodiversity Policy and Governance:** Promote participatory, equitable and transparent governance structures, policies, laws, regulations, and administrative practices impacting the conservation and sustainable management of biodiversity services, including combating illegal and corrupt exploitation of such resources.

USAID, in conjunction with the GOB, is working to develop a coherent integrated Protected Areas (PA) Co-Management Strategy. Achieving this goal will require: constituency building for PA co-management, strengthening of existing legal, regulatory and strategic frameworks, partnership building for sustainable financing, and outreach. Properly managing a PA system will also require a large-scale institutional development strategy for both national and local institutions. Human capacity development is pivotal to a successful co-management approach and therefore, USAID will also undertake stakeholder and institutional capacity building. USAID will work with community stakeholders as well as relevant Ministries including the Ministry of Environment and Forests, the Ministry of Fisheries and Livestock, the Ministry of Land, the Ministry of Finance and agencies such as the Forest Department, Department of Fisheries and Department of Environment.

**Biodiversity Conservation:** Improve biodiversity conservation, enhance management effectiveness, and expand/maintain natural ecosystems and habitats managed primarily to protect and conserve biodiversity and associated ecosystem services. Control the spread of invasive species.

The approach of USAID and the GOB is to support community-based ecosystems and natural resources management. While conservation of natural resources is central to implementation approaches, USAID/Bangladesh's environment program will continue to work to expand broad-based economic opportunities at a landscape<sup>1</sup> level, giving the poor a central role in the planning and implementation process. This also ensures participation of other members of the community who have a stake in the management and utilization of natural resources, including local government and private enterprise. The objective is to take the pressure off the rapidly disappearing natural resources by providing alternate livelihood opportunities to the poor communities who depend on these resources. USAID works with the "Co-Management Approach" in implementation of the environment programs. "Co-management", according to the definition set forth by the International Union for the Conservation of Nature (IUCN), is:

- a pluralist approach to managing natural resources (NRs), incorporating a variety of partners in a variety of roles, generally to the end goals of environmental conservation, sustainable use of NRs and the equitable sharing of resource-related benefits and responsibilities;

<sup>1</sup> Landscape is an ecological concept. A landscape includes a core conservation area; the associated habitats, ecosystems and buffer zone, and the social, economic and human systems in those areas. Landscape management of a Protected Areas (PA) entails a system of 'spatial management' for biodiversity conservation by linking surrounding ecosystems with relevant human systems. It helps restore ecological processes both within a PA and in surrounding landscapes by accounting presence and needs of local inhabitants and promotes active involvement of the area's main stakeholders within manageable limits.

- a political and cultural process par excellence: seeking social justice and "democracy" in the management of natural resource – a process that needs some basic conditions to develop, among which are: full access to information on relevant issues and options, freedom and capacity to organize, freedom to express needs and concerns, a non-discriminatory social environment, the will of partners to negotiate, confidence in the respect of agreements, etc;
- a complex, often lengthy and sometimes confusing process, involving frequent changes, surprises, sometimes contradictory information, and the need to retrace one's own steps, and
- the expression of a mature society, which understands that there is no "unique and objective" solution for managing natural resources but, rather, a multiplicity of different options which are compatible with both indigenous knowledge and scientific evidence and capable of meeting the needs of conservation and development (and that there also exists a multitude of negative or disastrous options for the environment and development).

USAID has pioneered co-management of freshwater wetlands and protected natural forest areas in partnership with the GOB. Recently, for the first time in the history of forest management in Bangladesh, the GOB has established eight Co-management Committees and Councils through a landmark Government Gazette Notification published on August 10, 2006. USAID will continue supporting co-management and will:

- view ecosystems in an integrated, comprehensive way that includes human use, living patterns, and population pressure. Avoid single species or ecosystem preservation activities and view biodiversity conservation as inherent to ecosystem management;
- focus on long-term uses and management of natural resources, sensitive to the possible discrepancies between immediate increases in yield or income and long-term management of ecosystems both for its biodiversity values and sustainable production;
- build on the current bilateral programs on freshwater wetland ecosystems, natural forest ecosystems, particularly the declared protected forest areas (national parks, wildlife sanctuaries and game reserves), including ecologically critical areas (ECA), and the working relationship with the NGOs and the local communities;
- work to develop a *Protected Area System Strategy* that will include co-management of natural resources, and retention of fees at the local level, as integral parts to the promotion of healthy interactions between people and resources, responsible economic growth and good environmental governance;
- work to institute a sustainable financing mechanism for protected area co-management, including introduction of a fee structure for recreational use of the protected areas and retention of a reasonable portion of the collected fees to ensure sustainability of the co-management committees and councils;
- work to ensure formal recognition of "Protected Areas" as a management unit that will include all ecologically important areas of the country, regardless of their administrative or management jurisdiction;
- strengthen and/or complement other donor and GOB initiatives and ensure the greatest degree of effectiveness in environmental activities particularly managing ecosystems for biodiversity conservation and sustainable ecosystem production;
- address issues of economic opportunity for the natural resources dependent communities by helping them generate alternate income through small enterprise development which are supportive of conservation and, at the same time, are competitive in the market as small private enterprises;
- address food security of the dependent communities and promote good environmental governance, in tandem with biodiversity conservation, under the co-management approach;
- promote social equity, particularly by addressing gender and youth development issues; and

- strengthen institutional capacity to effectively manage and conserve natural resources, and biodiversity, and address climate change issues.

USAID is facilitating the adoption of an integrated PA co-management strategy through continuous testing and implementation in a targeted number of new and existing aquatic and terrestrial PAs. This work will require: selection of appropriate demonstration sites, alternate income generation and financing activities, and various outreach efforts. USAID will work with community stakeholders as well as relevant agencies such as the Forest Department, the Department of Fisheries and the Department of Environment.

## V. Key Assumptions

This program is premised on two key assumptions:

- (a) The GOB will continue to keep sustainable management of natural resources, biodiversity, and conservation as priorities on its development policy agenda.
- (b) The Grantee will make every effort to institutionalize co-management as the approach for natural resources management and biodiversity conservation, share management authorities with the natural resource dependent communities, develop a protected area system strategy and build institutional capacity for protected area co-management.

## VI. Roles and Responsibilities

The roles and responsibilities of USAID and the responsible ministries and affiliated institutions of the GOB are outlined below. Collaborative activities to achieve the results set forth in the Program Element descriptions will be determined through more detailed discussions with USAID partners and respective counterparts of the GOB.

## VII. Monitoring and Evaluation

Performance monitoring is a continuous process, culminating in an annual assessment of progress toward achieving pre-determined benchmarks (targets). Projects should introduce a data acquisition and compilation system at the onset. Required data, the formats and frequency of acquisition, and storage will be agreed upon by USAID and the project implementers. For practical purposes, sampling methods along with case studies may be followed for performance monitoring and assessment. In-depth external evaluations and audits of particular activities may also be administered as needed to assess performance and make necessary adjustments. Funds under this Agreement may be used to finance such evaluations.

## VIII. Funding

The financial plan for the programs and activities to be undertaken under this Agreement is set forth in Attachment A to this annex. Changes may be made to the financial plan by representatives of the Parties without formal amendment of the Agreement if such changes do not cause: (1) USAID's total contribution to exceed the amount specified in Section 3.1(a) of the Agreement; or (2) the Grantee's contribution to be less than the amount specified in Section 3.2(b) of the Agreement. In addition, after such financial plan has been approved by the Parties as part of this Agreement or through an Implementation Letter, changes in line items of such approved financial plan may be made by USAID without prior consultation with the Grantee, provided that such changes do not, in the aggregate, affect more than fifteen percent (15%) of the amount of USAID's contribution under this Agreement, as specified in Section 3.1(a) of the Agreement.



### Illustrative Financial Plan

3L	Funds Obligated under the Program Grant Agreement	Fiscal Year 2007		Fiscal Year 2008-2011		Life of Agreement					
		Current Obligation		Planned Obligations		USAID Contribution	USAID Contribution	GOB Contribution <sup>1</sup>	Total Value of Agreement		
		USAID Contribution	876,000	81,174	876,000					81,174	5,670,000
1	Natural Resource and Biodiversity										
2	Program Support										
<b>Total</b>											
		<b>\$ 957,174</b>		<b>\$ 6,271,826</b>		<b>\$ 7,229,000</b>		<b>\$ 2,410,000<sup>2</sup></b>		<b>\$ 9,639,000</b>	

1. GOB's contributions (as stipulated in Section 3.2 (b) in the Agreement) are made from 416(b) local currency funds generated from a U.S. food aid program.
2. Excess amount of GOB's contributions as agreed in the Strategic Objective Grant Agreement NO 388-0206-04 of the Environment Program (ie. Amount in excess of 25 percent of the Total Value of the previous Agreement) will be carried forward to this agreement

Funding Citations:

Program Area	Program Element	BFY	Fund	Amount
A21	A085	2007	DV	\$876,000.00
A21	A087	2007	DV	\$81,174.00
				<b>\$957,174.00</b>

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## Annex 2: Standard Provisions

### Article A: Definitions and Implementation Letters

#### Section A.1: Definitions

As used in this Annex, the "Agreement" refers to the Program Objective Grant Agreement to which this Annex is attached and of which this Annex forms a part. Terms used in this Annex have the same meaning or reference as in the Agreement.

#### Section A.2: Implementation Letters

To assist the Grantee in the implementation of the Agreement, USAID, from time to time, will issue Implementation Letters that will furnish additional information about matters stated in this Agreement. The Parties may also issue jointly agreed-upon Implementation Letters to confirm and record their mutual understanding on aspects of the implementation of this Agreement. Implementation Letters can also be issued to record revisions or exceptions which are permitted by the Agreement.

### Article B: General Covenants

#### Section B.1: Consultation

The Parties will cooperate to assure that the goals set forth in the Program Objective, Program Area and Program Element descriptions in this Agreement will be accomplished. To this end, the Parties, at the request of either, will exchange views on progress towards the, goals set forth in the Program Objective, Program Area and Program Element descriptions, the performance of obligations under this Agreement, the performance of any consultants, contractors, or suppliers engaged under the Agreement, and other matters relating to the Agreement.

#### Section B.2: Execution of Agreement

The Grantee will:

- (a) Carry out the Agreement or cause it to be carried out with due diligence and efficiency, in conformity with sound technical, financial, and management practices, and in conformity with those documents, plans, specifications, contracts, schedules, or other arrangements, and with any modifications therein, approved by USAID pursuant to this Agreement; and,
- (b) Provide qualified and experienced management for, and train such staff as may be appropriate for the maintenance and operation of activities financed under the Agreement, and, as applicable for continuing activities, cause those activities to be operated and maintained in such manner as to assure the continuing and successful achievement of the Objective and Results of the Agreement.

#### Section B.3: Utilization of Goods and Services

- (a) Any goods and services financed under this Agreement, unless otherwise agreed in writing by USAID, will be devoted to the Agreement until the completion or termination of the Agreement, and thereafter (as well as during any period of suspension of the Agreement) will be used to further the Objective of the Agreement and as USAID may direct in Implementation Letters.
- (b) Goods or services financed under this Agreement, except as USAID may otherwise agree in writing, will not be used to promote or assist a foreign aid project or activity associated with or financed by a country not included in USAID Geographic Code 935 as in effect at the time of such use.

Section B.4: Taxation

- (a) General Exemption. The Agreement and the assistance provided thereunder are free from any taxes imposed under laws in effect in the territory of the Grantee.
- (b) Except as provided otherwise in this provision, the General Exemption in subsection (a) applies to, but is not limited to –
- (1) any activity, contract, grant or other implementing agreement financed by USAID under this Agreement;
  - (2) any transaction or supplies, equipment, materials, property or other goods (hereinafter collectively "goods") under (1) above;
  - (3) any contractor, grantee, or other organization carrying out activities financed by USAID under this Agreement;
  - (4) any non-national employee of such organizations; and
  - (5) any individual contractor or grantee carrying out activities financed by USAID under this Agreement.
- (c) Except as provided otherwise in this provision, the General Exemption in subsection (a) applies to, but is not limited to, the following taxes:
- (1) Exemption 1: Customs duties, tariffs, import taxes, or other levies on the importation, use and re-exportation of goods or the personal belongings and effects (including personally-owned automobiles) for the personal use of non-national individuals or their family members.  
Exemption 1 includes, but is not limited to, all charges based on the value of such imported goods, but does not include service charges directly related to services performed to transfer goods or cargo.
  - (2) Exemption 2: Taxes on the income, profits or property of all (i) non-national organizations of any type, (ii) non-national employees of national and non-national organizations, or (iii) non-national individual contractors and grantees. Exemption 2 includes income and social security taxes of all types and all taxes on the property, personal or real, owned by such non-national organizations or persons. The term "national" refers to organizations established under the laws of the Grantee and citizens of the Grantee, other than permanent resident aliens in the United States.
  - (3) Exemption 3: Taxes levied on the last transaction for the purchase of goods or services financed by USAID under this Agreement, including sales taxes, value-added taxes (VAT), or taxes on purchases or rentals of real or personal property. The term "last transaction" refers to the last transaction by which the goods or services were purchased for use in the activities financed by USAID under this Agreement.
- (d) If a tax has been levied and paid contrary to the provisions of an exemption, USAID may, in its discretion: (1) require the Grantee to refund to USAID or to others as USAID may direct the amount of such tax with funds other than those provided under the Agreement; or (2) offset the amount of such tax from amounts to be disbursed under this or any other agreement between the Parties.
- (e) In the event of a disagreement about the application of an exemption, the Parties agree to promptly meet and resolve such matters, guided by the principle that the assistance furnished by USAID is free from direct taxation, so that all of the assistance furnished by USAID will contribute directly to the economic development of the country of the Grantee.

Section B.5: Reports and Information, Agreement Books and Records, Audits, and Inspections

- (a) Reports and Information. The Grantee shall furnish USAID accounting records and such other information and reports relating to the Agreement as USAID may reasonably request.
- (b) Grantee Agreement Books and Records. The Grantee shall maintain accounting books, records, documents and other evidence relating to the Agreement, adequate to show, without limitation, all costs incurred by the Grantee under the Agreement, the receipt and use of goods and services acquired under the Agreement by the Grantee, agreed-upon cost sharing requirements, the nature and extent of solicitations of prospective suppliers of goods and services acquired by the

Grantee, the basis of award of Grantee contracts and orders, and the overall progress of the Agreement toward completion ("Agreement books and records"). The Grantee shall maintain Agreement books and records in accordance with generally accepted accounting principles prevailing in the United States, or at the Grantee's option, with approval by USAID, other accounting principles, such as those: (1) prescribed by the International Accounting Standards Committee (an affiliate of the International Federation of Accountants); or (2) prevailing in the country of the Grantee. Agreement books and records shall be maintained for at least three years after the date of last disbursement by USAID or for such longer period, if any, required to resolve any litigation, claims or audit findings.

(c) Grantee Audit. If \$300,000 or more of USAID funds are expended directly by the Grantee in its fiscal year under the Agreement, the Grantee shall have financial audits made of the expenditures in accordance with the following terms, except as the Parties may otherwise agree in writing:

- (1) With USAID approval, the Grantee shall use its Supreme Audit Institution or select an independent auditor in accordance with the "Guidelines for Financial Audits Contracted by Foreign Recipients" issued by the USAID Inspector General ("Guidelines"), and the audits shall be performed in accordance with the "Guidelines"; and
- (2) The audit shall determine whether the receipt and expenditure of the funds provided under the Agreement are presented in accordance with generally accepted accounting principles agreed to in section (b) above and whether the Grantee has complied with the terms of the Agreement. Each audit shall be completed no later than nine months after the close of the Grantee's year under audit.

(d) Sub-recipient Audits. The Grantee, except as the Parties may otherwise agree in writing, shall submit to USAID, in form and substance satisfactory to USAID, a plan for the audit of the expenditures of "covered" sub-recipients (as defined below), that receive funds under this Agreement pursuant to a direct contract or agreement with the Grantee.

- (1) A "covered" sub-recipient is one who expends \$300,000 or more in its fiscal year in "USAID awards" (i.e., as recipients of USAID cost reimbursable contracts, grants or cooperative agreements and as sub-recipients under USAID strategic objective and other grant agreements with foreign governments).
- (2) The plan shall describe the methodology to be used by the Grantee to satisfy its audit responsibilities for covered sub-recipients. The Grantee may satisfy such audit responsibilities by relying on independent audits of the sub-recipients; expanding the scope of the independent financial audit of the Grantee to encompass testing of sub-recipients' accounts; or a combination of these procedures.
- (3) The plan shall identify the funds made available to covered sub-recipients that will be covered by audits conducted in accordance with other audit provisions that would satisfy the Grantee's audit responsibilities. (A nonprofit organization organized in the United States is required to arrange for its own audits. A for-profit contractor organized in the United States that has a direct contract with USAID is audited by the cognizant U.S. Government Agency. A private voluntary organization organized outside the United States with a direct grant from USAID is required to arrange for its own audits. A host-country contractor should be audited by the Grantee's auditing agency.)
- (4) The Grantee shall ensure that covered sub-recipients under direct contracts or agreements with the Grantee take appropriate and timely corrective actions; consider whether sub-recipients' audits necessitate adjustment of its own records; and require each such sub-recipient to permit independent auditors to have access to records and financial statements as necessary.

(e) Audit Reports. The Grantee shall furnish or cause to be furnished to USAID an audit report for each audit arranged for by the Grantee in accordance with this Section within 30 days after completion of the audit and no later than nine months after the end of the period under audit.

(f) Other Covered Sub-Recipients. For "covered" sub-recipients who receive funds under the Agreement pursuant to direct contracts or agreements with USAID, USAID will include appropriate audit requirements in such contracts or agreements and will, on behalf of the Grantee, conduct the follow-up activities with regard to the audit reports furnished pursuant to such requirements.

- (g) Cost of Audits. Subject to USAID approval in writing, costs of audits performed in accordance with the terms of this Section may be charged to the Agreement.
- (h) Audit by USAID. USAID retains the right to perform the audits required under this Agreement on behalf of the Grantee by utilizing funds under the Agreement or other resources available to USAID for this purpose, conduct a financial review, or otherwise ensure accountability of organizations expending USAID funds regardless of the audit requirement.
- (i) Opportunity to Audit or Inspect. The Grantee shall afford authorized representatives of USAID the opportunity at all reasonable times to audit or inspect activities financed under the Agreement, the utilization of goods and services financed by USAID, and books, records and other documents relating to the Agreement.
- (j) Sub-Recipient Books and Records. The Grantee will incorporate paragraphs (a), (b), (d), (e), (g), (h) and (i) of this provision into all sub-agreements with non-U.S. organizations which meet the \$300,000 threshold of paragraph (c) of this provision. Sub-agreements with non-U.S. organizations, which do not meet the \$300,000 threshold, shall, at a minimum, incorporate paragraphs (h) and (i) of this provision. Sub-agreements with U.S. organizations shall state that the U.S. organization is subject to the audit requirements contained in OMB Circular A-133.

#### Section B.6: Completeness of Information

The Grantee confirms:

- (a) that the facts and circumstances of which it has informed USAID, or caused USAID to be informed, in the course of reaching agreement with USAID on the Agreement, are accurate and complete, and include all facts and circumstances that might materially affect the Agreement and the discharge of responsibilities under this Agreement; and
- (b) that it will inform USAID in timely fashion of any subsequent facts and circumstances that might materially affect, or that it is reasonable to believe might so affect, the Agreement or the discharge of responsibilities under this Agreement.

#### Section B.7: Other Payments

Grantee affirms that no payments have been or will be received by any official of the Grantee in connection with the procurement of goods or services financed under the Agreement, except fees, taxes, or similar payments legally established in the country of the Grantee.

#### Section B.8: Information and Marking

The Grantee will give appropriate publicity to the Agreement as a program to which the United States has contributed, identify Agreement activity sites, and mark goods financed by USAID, as described in Implementation Letters.

## Article C: Procurement Provisions

#### Section C.1: Source and Origin

- (a) Foreign Exchange Costs. Disbursements for Foreign Exchange Costs will be used exclusively to finance the costs of goods and services required for the Agreement having, with respect to goods, their source and origin and, with respect to the suppliers of goods and services, their nationality, in countries included in Geographic Code 941 as in effect at the time orders are placed or contracts entered into for such goods or services, except as USAID may otherwise agree in writing and as follows:
  - (1) Ocean transportation costs shall be financed under the Agreement only on vessels under flag registry of countries included in Code 935. Also see Section C.6 on use of U.S. flag vessels.
  - (2) The country of the Grantee is an eligible source for Foreign Exchange Cost for marine insurance, if otherwise eligible under Section C.7(a).

- (3) Any motor vehicles financed under the Agreement will be of United States manufacture, except as USAID may otherwise agree in writing.
- (b) Local Currency Costs. Disbursements of Grant funds for Local Currency Costs will be used exclusively to finance the costs of goods and services required for the Agreement which meet the source and origin requirements of USAID's local procurement policy, which will be provided in an Implementation Letter. This requirement does not apply to the Grantee's expenditures of its own funds pursuant to Section 3.2 of the Agreement, "Grantee Contribution."
- (c) The source and origin of ocean and air shipping will be deemed to be the ocean vessel's or aircraft's country of registry at the time of shipment.
- (d) Grant funds may not be used to purchase restricted or ineligible goods and services. Such restricted or ineligible goods include but are not limited to: alcohol, jewelry and other luxury goods. A full list of the restricted and ineligible goods and services may be provided in an Implementation Letter.
- (e) Transportation by air of property or persons financed under this Agreement will be on carriers holding United States certification, to the extent service by such carriers is available under the Fly America Act. This requirement may be further described by USAID in Implementation Letters.

#### Section C.2: Eligibility Date

No goods or services may be financed under the Agreement which are procured pursuant to orders or contracts firmly placed or entered into prior to the date of this Agreement, except as the Parties may otherwise agree in writing.

#### Section C.3: Plans, Specifications and Contracts

In order for there to be mutual agreement on the following matters, and except as the Parties may otherwise agree in writing:

- (a) The Grantee will furnish to USAID upon preparation:
- (1) any plans, specifications, procurement or construction schedules, contracts, or other documentation between the Grantee and third parties, relating to goods or services to be financed under the Agreement, including documentation relating to the prequalification and selection of contractors and to the solicitation of bids and proposals. Material modifications in such documentation will likewise be furnished USAID on preparation; and
  - (2) such documentation will also be furnished to USAID, upon preparation, relating to any goods or services, which, though not financed under the Agreement, are deemed by USAID to be of major importance to the Agreement. Aspects of the Agreement involving matters under this subsection (a)(2) will be identified in Implementation Letters.
- (b) Documents related to the prequalification of contractors, and to the solicitation of bids or proposals for goods and services financed under the Agreement will be approved by USAID in writing prior to their issuance, and their terms will include United States standards and measurements;
- (c) Contracts and contractors financed under the Agreement for engineering and other professional services, for construction services, and for such other services, equipment, or materials as may be specified in Implementation Letters, will be approved by USAID in writing prior to execution of the contract. Material modifications in such contracts will also be approved in writing by USAID prior to execution; and
- (d) Consulting firms used by the Grantee for the Agreement but not financed under the Agreement, the scope of their services and such of their personnel assigned to activities financed under the Agreement as USAID may specify, and construction contractors used by the Grantee for the Agreement but not financed under the Agreement, shall be acceptable to USAID.

#### Section C.4: Reasonable Prices

No more than reasonable prices will be paid for any goods or services financed, in whole or in part, under the Agreement. Such items will be procured on a fair and, to the maximum extent practicable, competitive basis.

#### Section C.5: Notification to Potential Suppliers

To permit all United States firms to have the opportunity to participate in furnishing goods and services to be financed under the Agreement, the Grantee will furnish USAID such information with regard thereto, and at such times, as USAID may request in Implementation Letters.

#### Section C.6: Transportation

- (a) In addition to the requirements in Section C.1(a), costs of ocean or air transportation and related delivery services may not be financed under the Grant, if the costs are for transportation under an ocean vessel or air charter which has not received prior USAID approval.
- (b) Unless USAID determines that privately owned United States-flag commercial ocean vessels are not available at fair and reasonable rates for such vessels, or otherwise agrees in writing:
  - (1) at least fifty percent (50%) of the gross tonnage of all goods (computed separately for dry bulk carriers, dry cargo liners and tankers) financed by USAID which may be transported on ocean vessels will be transported on privately owned United States-flag commercial vessels; and
  - (2) at least fifty percent (50%) of the gross freight revenue generated by all shipments financed by USAID and transported to the territory of the Grantee on dry cargo liners shall be paid to or for the benefit of privately owned United States-flag commercial vessels. Compliance with the requirements of (1) and (2) of this subsection must be achieved with respect to both any cargo transported from U.S. ports and any cargo transported from non-U.S. ports, computed separately.

#### Section C.7: Insurance

- (a) Marine insurance on goods financed by USAID which are to be transported to the territory of the Grantee may be financed as a Foreign Exchange Cost under this Agreement provided:
  - (1) such insurance is placed at the most advantageous competitive rate;
  - (2) such insurance is placed in a country which is authorized under Section C.1(a); and
  - (3) claims thereunder are payable in U.S. dollars or any freely convertible currency unless USAID agrees otherwise in writing.If the Grantee (or government of the Grantee), by statute, decree, rule, regulation, or practice discriminates with respect to USAID-financed procurement against any marine insurance company authorized to do business in any State of the United States, then all goods shipped to the territory of the Grantee financed by USAID hereunder shall be insured against marine risks and such insurance shall be placed in the United States with a company or companies authorized to do marine insurance business in the United States.
- (b) Except as USAID may otherwise agree in writing, the Grantee will insure, or cause to be insured, goods financed under the Agreement imported for the Agreement against risks incident to their transit to the point of their use under the Agreement; such insurance will be issued on terms and conditions consistent with sound commercial practice and will insure the full value of the goods. Any indemnification received by the Grantee under such insurance will be used to replace or repair any material damage or any loss of the goods insured or will be used to reimburse the Grantee for the replacement or repair of such goods. Any such replacement will be of source and origin of countries listed in USAID Geographic Code 935 as in effect at the time of replacement and, except as the Parties may agree in writing, will be otherwise subject to the provisions of the Agreement.

#### Section C.8: U.S. Government-Owned Excess Property.

The Grantee agrees that wherever practicable United States Government-owned excess personal property, in lieu of new items financed under the Grant, should be utilized. Funds under the Agreement may be used to finance the costs of obtaining such property.

## Article D: Financial Provisions

### Section D.1: Forms of Disbursement

Disbursements may also be made through such means as the Parties may agree to in writing.

### Section D.2: Rate of Exchange

If funds provided under the Agreement are introduced into the Cooperating Country by USAID or any public or private agency for purposes of carrying out obligations of USAID hereunder, the Grantee will make such arrangements as may be necessary so that such funds may be converted into local currency at the highest rate of exchange which, at the time the conversion is made, is not unlawful in the country of the Grantee to any person for any purpose.

## Article E: Termination and Remedies

### Section E.1: Suspension and Termination

- (a) Either Party may terminate this Agreement in its entirety by giving the other Party 30 days written notice. USAID also may terminate this Agreement in part by giving the Grantee 30 days written notice, and suspend this Agreement in whole or in part upon giving the Grantee written notice. In addition, USAID may terminate this Agreement in whole or in part, upon giving the Grantee written notice, if: (i) the Grantee fails to comply with any provision of this Agreement; (ii) an event occurs that USAID determines makes it improbable that the Objective or Results of the Agreement or the assistance program will be attained or that the Grantee will be able to perform its obligations under this Agreement; or (iii) any disbursement or use of funds in the manner herein contemplated would be in violation of the legislation governing USAID, whether now or hereafter in effect.
- (b) Except for payment which the Parties are committed to make pursuant to non-cancellable commitments entered into with third parties prior to such suspension or termination, suspension or termination of this entire Agreement or part thereof will suspend (for the period of the suspension) or terminate, as applicable, any obligation of the Parties to provide financial or other resources to the Agreement, or to the suspended or terminated portion of the Agreement, as applicable. Any portion of this Agreement which is not suspended or terminated shall remain in full force and effect.
- (c) In addition, upon such full or partial suspension or termination, USAID may, at USAID's expense, direct that title to goods financed under the Agreement, or under the applicable portion of the Agreement, be transferred to USAID if the goods are in a deliverable state.

### Section E.2: Refunds

- (a) In the case of any disbursement which is not supported by valid documentation in accordance with this Agreement, or which is not made or used in accordance with this Agreement, or which was for goods or services not used in accordance with this Agreement, USAID, notwithstanding the availability or exercise of any other remedies under this Agreement, may require the Grantee to refund the amount of such disbursement in U.S. Dollars to USAID within sixty (60) days after receipt of a request therefore.
- (b) If the failure of Grantee to comply with any of its obligations under this Agreement has the result that goods or services financed or supported under the Agreement are not used effectively in accordance with this Agreement, USAID may require the Grantee to refund all or any part of the



amount of the disbursements under this Agreement for or in connection with such goods or services in U.S. Dollars to USAID within sixty (60) days after receipt of a request therefore.

- (c) The right under subsections (a) or (b) to require a refund of a disbursement will continue, notwithstanding any other provision of this Agreement, for three years from the date of the last disbursement under this Agreement.
- (d) (1) Any refunds under subsections (a) or (b), or (2) any refund to USAID from a contractor, supplier, bank or other third party with respect to goods or services financed under the Agreement, which refund relates to an unreasonable price for or erroneous invoicing of goods or services, or to goods that did not conform to specifications, or to services that were inadequate, will (A) be made available first for the Agreement, to the extent justified, and (B) the remainder, if any, will be applied to reduce the amount of the Grant.
- (e) Any interest or other earnings on funds disbursed by USAID to the Grantee under this Agreement prior to the authorized use of such funds for the Agreement will be returned to USAID in U.S. Dollars by the Grantee, unless USAID otherwise agrees in writing.

#### Section E.3: Non-waiver of Remedies

No delay in exercising any right or remedy accruing to a Party in connection with its financing under this Agreement will be construed as a waiver of such right or remedy.

#### Section E.4: Assignment

The Grantee agrees, upon request, to execute an assignment to USAID of any cause of action which may accrue to the Grantee in connection with or arising out of the contractual performance or breach of performance by a Party to a direct U.S. Dollar contract which USAID financed in whole or in part out of funds granted by USAID under this Agreement.

## Article F: Miscellaneous

#### Section F.1: Investment Promotion

- (a) Except as specifically set forth in the Grant or otherwise authorized by USAID in writing, no funds or other support provided hereunder may be used for any activity that involves investment promotion in a foreign country.
- (b) In the event the Grantee is requested or wishes to provide assistance in the above area or requires clarification from USAID as to whether the activity would be consistent with the limitation set forth above, the Grantee must notify USAID and provide a detailed description of the proposed activity. The Grantee must not proceed with the activity until advised by USAID that it may do so.
- (c) The Grantee must ensure that its employees and subcontractors and sub-recipients providing investment promotion services hereunder are made aware of the restrictions set forth in this clause and must include this clause in all subcontracts and other sub-agreements entered into hereunder.

#### Section F.2: Workers' Rights

- (a) Except as specifically set forth in the Grant or otherwise authorized by USAID in writing, no funds or other support provided hereunder may be used for any activity that involves workers' rights in a foreign country.
- (b) In the event the Grantee is requested or wishes to provide assistance in the above area or requires clarification from USAID as to whether the activity would be consistent with the limitation set forth above, the Grantee must notify USAID and provide a detailed description of the proposed activity. The Grantee must not proceed with the activity until advised by USAID that it may do so.

- (c) The Grantee must ensure that all employees and subcontractors and sub-recipients providing employment-related services hereunder are made aware of the restrictions set forth in this clause and must include this clause in all subcontracts and other sub-agreements entered into hereunder.

Section F.3: Prohibition on Funding Foreign Government Delegations to International Conferences

Except as USAID may otherwise agree in writing, funds obligated under this Agreement which are provided by USAID from the Foreign Operations, Export Financing, and Related Programs Appropriations Act for any U. S. Government fiscal year after fiscal year 1999 may not be used to finance the travel, per diem, hotel expenses, meals, conference fees or other conference costs for any member of a foreign government's delegation to an international conference sponsored by a public international organization. This restriction may be further described by USAID in Implementation Letters.

THIRD AMENDMENT  
TO THE  
PROGRAM OBJECTIVE GRANT AGREEMENT  
BETWEEN  
THE PEOPLE'S REPUBLIC OF BANGLADESH  
AND  
THE UNITED STATES OF AMERICA  
Governing  
ENVIRONMENT PROGRAM

Third Amendment to the Program Objective Grant Agreement for Environment Program ("the Agreement"), dated September 29, 2007, between the People's Republic of Bangladesh ("the Grantee") and the United States of America, acting through the United States Agency for International Development ("USAID") (collectively, the "Parties").

SECTION A: This Third Amendment hereby amends the Agreement as follows:

1. Article 2, Section 2.3 of the Agreement is hereby amended by inserting the following after paragraph two: **Program Element: Clean Productive Environment (Climate Change):** Improve sustainability of a productive and clean environment, mitigating global climate change, by reducing risks to public health and ecosystems from environmental pollution and other environmental risks associated with industrial and agricultural production, urbanization, energy use, transport, and other human activity.
2. Article 2, Section 2.4 (Amplified Description) of the Agreement is hereby amended by inserting the following after paragraph three in Annex I, Section II (Background):

#### **Clean Productive Environment – Climate Change**

Bangladesh is situated at the unique juncture of the composite, sprawling, interlinked Ganges-Meghna-Brahmaputra (GMB) river system, the second largest river system in the world, which drains an area of 1,086,000 square kilometers from China, Nepal, India and Bangladesh. This unique location results in annual flooding of approximately 50% of the country's land area. Bangladesh's development is impacted by its unique geographic location, domestic environmental degradation and global warming.

Bangladesh is at the receiving end in the event of climate change, even though the country's contribution to global warming is negligible. At the current pace, average temperatures are expected to rise between 1.1-6.4 degrees Celsius by 2100. Even a 2 degree Celsius temperature rise will cause the sea level to rise and submerge 20-22% of Bangladesh's landmass, impacting 20-25 million people and increasing the frequency and severity of flooding.

USAID has been helping Bangladesh in its preparation to combat the impacts of climate change. The U.S. Climate Change Country Studies program in 1995-1996 helped Bangladesh assess its vulnerability to climate change. The study led to the first Climate Change National Communiqué. In 2001/2002, Bangladesh developed its first Climate Change Action Plan with U.S. support. The Management of Aquatic Ecosystems through Community Husbandry (MACH) project and the Nishorgo Support Project (NSP) are great examples of community-level adaptation to climate change. Bangladesh is now taking a proactive effort to address climate change issues and is preparing a pragmatic Climate Change Strategy and Action Plan.

### Cyclone Sidr

Cyclone Sidr hit Bangladesh on November 15, 2007 with an unprecedented intensity. Winds up to 220-240 km/hr and the cyclone's width of 600 kilometers caused over 3,000 deaths and projected costs of \$2.3 billion dollars due to widespread devastation to houses, infrastructure, and livelihoods. The Sundarbans and areas surrounding the Sundarbans were heavily impacted. Since November 15, 2007, USAID has been actively participating with the GOB in emergency relief efforts, rehabilitation and reconstruction to restore livelihoods in the Sidr-affected areas, as well as in restoration and protection of natural resources, bio-diversity and mitigation of future impact of global climate change through clean productive environment efforts.

3. Article 2, Section 2.4 (Amplified Description) of the Agreement is hereby further amended by inserting the following after paragraph eight in Annex I, Section II (Background):

**Climate Change Mitigation and Adaptation:** Even though Bangladesh is not obligated to take measures to mitigate greenhouse gas emissions, the country can seriously benefit from proactive actions to access the global carbon market. It is also essential that Bangladesh starts now to prepare to adapt to climate change and safeguard the livelihoods of millions of its vulnerable people.

4. Article 2, Section 2.4 (Amplified Description) of the Agreement is hereby further amended by inserting the following in Annex I, Section III (Indicators):

## Result 4: Clean Productive Environment (Climate Change)

Indicator	Source of Data	Baseline	FY 07 Target	FY 08 Target	FY 09 Target	FY 10 Target	FY 11 Target
Number of people with increased adaptive capacity to cope with impacts of climate variability and change as a result of USG assistance	TBD	TBD	0	50,000	50,000	100,000	200,000
Quantity of greenhouse gas emissions, measured in million metric tons Carbon, reduced or sequestered as a result of USG assistance (million metric Ton C)	TBD	0	0	0	4.29	6.85	8.26

5. Article 2, Section 2.4 (Amplified Description), Annex I, Section III (Indicators) of the Agreement is hereby further amended by deleting "By the end of this agreement, USAID expects to have contributed to significant improvements in natural resources management and biodiversity conservation" and substituting in lieu thereof "By the end of this agreement, USAID expects to have contributed to significant improvements in natural resources management, biodiversity conservation and climate change."

6. Article 2, Section 2.4 (Amplified Description) of the Agreement is hereby further amended by inserting the following in Annex I, Section III (Indicators):

- Addressing a series of short-, medium-, and long-term climate change mitigation and adaptation issues.
- Addressing Cyclone Sidr related ecosystem rehabilitation and livelihood issues in the Sundarbans and other coastal regions.

7. Article 2, Section 2.4 (Amplified Description) of the Agreement is hereby further amended by inserting the following after paragraph six in Annex I, Section IV (Program Elements and Activities):

**Program Element: Clean Productive Environment:** Improve sustainability of a productive and clean environment by reducing risks to

public health and ecosystems from environmental pollution and other environmental risks associated with industrial and agricultural production, urbanization, energy use, transport, and other human activity.

In Bangladesh, the USG will focus on the following Sub-Element:

**Climate Change:** Climate change includes the modifications to the earth's surface temperature, especially global warming, caused by human activities. Activities to address this include: reduction of greenhouse gas (GHG) emissions, increases in carbon sequestration, and reduction of vulnerability of countries by improving their adaptive capacity to handle the impacts of climate change.

8. Article 3, Section 3.1 (a) of the Agreement is hereby amended by deleting "Four Million Five Hundred Fifty-Seven Thousand One Hundred and Seventy-Four United States ("U.S.") Dollars" (\$ 4,557,174), and substituting in lieu thereof "Eight Million Nine Hundred Thirty-Eight Thousand One Hundred and Seventy-Four United States ("U.S.") Dollars" (\$ 8,938,174).

9. Article 3, Section 3.1 (b) of the Agreement is hereby amended by inserting "and in-kind contributions" following "U.S. food aid program." Article 3, Section 3.1 (b) is also hereby amended by deleting "Seven Million Two Hundred Twenty-Nine Thousand U.S. Dollars (\$7,229,000), and substituting in lieu thereof "Fourteen Million Nine Hundred Eighty-Two Thousand Two Hundred and Fourteen U.S. Dollars" (\$14,982,214).

10. Article 3, Section 3.2 (b) of the Agreement is hereby amended by deleting "Two Million Four Hundred Ten Thousand U.S. Dollars (\$2,410,000), and substituting in lieu thereof "Three Million One Hundred Thirty-Six Thousand and Fifty-Four U.S. Dollars" (\$3,136,054).

11. Article 3, Section 3.2 (c) of the Agreement is hereby amended by deleting "particularly, for the purposes of restoration of degraded aquatic and terrestrial habitats and ecosystems, communication and outreach, and replication and scaling up of the programs and activities" and substituting in lieu thereof "particularly, for the purposes of staff salaries and office space for the implementation of programs and activities, restoration of degraded aquatic and terrestrial habitats and ecosystems, communication and outreach, and replication and scaling up of the programs and activities."

12. The Attachment (Illustrative Financial Plan) to Annex I (Amplified Description) of the Agreement is deleted in its entirety and the attached Attachment 1 to Annex 1 is substituted in lieu thereof.

SECTION B: Except as specifically amended or modified herein the Agreement shall remain in full force and effect in accordance with all of its terms.

IN WITNESS WHEREOF, USAID, acting through its duly authorized representative, have caused this Second Amendment to be signed in its name and delivered as of the day and year first above written.

**PEOPLE'S REPUBLIC OF  
BANGLADESH**

**UNITED STATES OF AMERICA**

By:

By:

\_\_\_\_\_  
Name: **Md. Aminul Islam Bhuiyan**  
Title: Secretary,  
Economic Relations  
Divisions,  
Ministry of Finance.  
Date:

\_\_\_\_\_  
Name: **Denise Rollins**  
Title: Mission Director,  
United States Agency for  
International  
Development/Bangladesh.  
Date:



ILLUSTRATIVE FINANCIAL PLAN

Program Element	FY 2008		FY 2008	USAID Obligation to date	Total Planned USAID contribution	GoB Contribution <sup>1</sup>
	Previous USAID Obligation	Current USAID Obligation				
Natural Resource and Biodiversity	4,305,000	1,847,000		6,152,000	10,101,028	
Clean Productive Environment		2,484,000		2,484,000	4,329,012	
Program Support	252,174	50,000		302,174	552,174	
<b>Total</b>	<b>\$4,557,174</b>	<b>\$4,381,000</b>		<b>\$ 8,938,174</b>	<b>\$14,982,214<sup>2</sup></b>	<b>\$ 3,136,054<sup>3</sup></b>

<sup>1</sup> Exchange rate in effect on December 04, 2007: \$1 U.S. = 68.00 Taka

<sup>2</sup> Total Planned USAID contribution increases from \$7,229,000 to \$14,982,214 (which includes \$2,438,000 Economic Support Funds for Cyclone Sidr activities.) There is no required GOB contribution for Economic Support Funds.

<sup>3</sup> Total GOB contributions (as stipulated in Section 3.2 (b) in the Agreement) are made from 416(b) local currency funds generated from a U.S. food aid program (\$2,410,000) and in kind contributions totaling (\$726,054)

Amendment 3, Environment PROAG

Clearance: EG: AWilliams \_\_\_\_\_ Date: \_\_\_\_\_  
OFM: EDevitt \_\_\_\_\_ Date: \_\_\_\_\_  
PRO: JChen \_\_\_\_\_ Date: \_\_\_\_\_  
RLA: T Nunn \_\_\_\_\_ Date: \_\_\_\_\_  
DDIR: CGordon \_\_\_\_\_ Date: \_\_\_\_\_

**TOTAL PROCUREMENT PLAN FOR TECHNICAL ASSISTANCE PROJECT**

Annexure - IX (a)  
Ref. Reg-16(4) of PPR, 2008

Ministry / Division	Ministry of Environment & Forests and Ministry of Fisheries & Livestock
Agency	Forest Department, Department of Fisheries and Department of Environment
Procuring Entity Name & code	IRG
Project / Program Name & Code	Integrated Protected Area Co-management Project (IPAC)

**Project Cost (In Lakh Taka)**

Total	502.639
GoB	90.314
PA	412.325

Package No.	Description of Procurement Package as per PP / TAPP	Unit	Quantity	Procurement Method & (Tvoel)	Contract Approving Authority	Source of Funds	Estd. Cost (in Lakh Taka)	Indicative Dates			
								Not Used in GOODS	Invitation for Tender	Signing of Contract	Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12
GD1	Stationary / office supplies	need based	LS	Competitive	TA Team	USAID	0.960		1-Aug-08	9-Oct-08	30-Sep-08
GD2	Books and periodicals	year	1	-do-	-do-	USAID	0.160		-do-	-do-	-do-
GD3	Communications and advertisement	need based	LS	-do-	-do-	USAID	1.600		-do-	-do-	-do-
GD4	Computer accessories	LS	LS	-do-	-do-	USAID	0.614		-do-	-do-	-do-
GD5	Other Office Equipments	-do-	LS	-do-	-do-	USAID	2.450		-do-	-do-	-do-
GD6	Laptop/Desktop Computers, Printers, UPS, UPS/Battery	set	2	-do-	-do-	USAID	4.330		-do-	-do-	-do-
GD7	Operating Software, Network, Hubs etc.	need based	LS	-do-	-do-	USAID	0.750		15-Sep-08	7-Oct-08	31-Oct-08
GD8	Office Furniture, Fixture, Shelves, Closets etc.	-do-	LS	-do-	-do-	USAID	0.500		15-Nov-08	30-Nov-08	31-Dec-08
<b>Total Value of Goods Procurement</b>							<b>11.364</b>				

**TOTAL PROCUREMENT PLAN FOR TECHNICAL ASSISTANCE PROJECT**

Annexure - IX (b)  
Ref : Reg-16(4) of PPR, 2008

<b>Ministry / Division</b>	Ministry of Environment & Forests and Ministry of Fisheries & Livestock
<b>Agency</b>	Forest Department, Department of Fisheries and Department of Environment
<b>Procuring Entity Name &amp; code</b>	IRG
<b>Project / Program Name &amp; Code</b>	Integrated Protected Area Co-management Project (IPAC)

**Project Cost (In Lakh Taka)**

Total	502.639
GoB	90.3140
PA	412.325

Package No.	Description of Procurement Package as per PP / TAPP	Unit	Quantity	Procurement Method & (Type)	Contract Approving Authority	Source of Funds	Estd. Cost (in Lakh Taka)	Not Used in GOODS	Indicative Dates		
									Invitation for Tender	Signing of Contract	Completion of Contract
1	2	3	4	5	6	7	8	9	10	11	12
SD1	Institutional & collaborative program	each	8	Competitive	TA Team	USAID	15.743		15-Nov-08	30-Nov-08	31-Dec-08
SD2	Consultants Expatriate	mm	19	Competitive	-do-	USAID	186.838		-do-	-do-	-do-
SD3	Consultants Local	mm	144	Competitive	-do-	USAID	112.125		-do-	-do-	-do-
<b>Total Value of Services Procurement</b>							<b>314.704</b>				

OK - 02.11.08

Appendix I

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DETAILED COST ESTIMATES OF EXPATRIATE CONSULTANTS								
Sl. No.		Nos.	Man Months	Monthly Rate		Total Cost		Remarks
				US \$	Taka	Lakh US \$	Lakh Taka	
A.1	Team Leader/Chief of Party	1	10	13,078	911,406	1.308	91.141	DPA
2	Protected Area Mgt. Specialist	1	7	10,672	743,732	0.747	52.061	
3	Program Manager	1	1	10,692	745,125	0.107	7.451	
4	Design Specialist	1		13,398	933,707	-	-	
5	Co-management Specialist	1		12,694	884,645	-	-	
6	NRM Specialist / Conservation Funding Specialist	2		13,200	919,908	-	-	
7	Training / Governance Expert	2		13,200	919,908	-	-	
8	Other Short term: Biodiversity, Social Forestry, Tropical Forestry, Conflict Mediation, Technical Specialists	6	1	13,420	935,240	0.134	9.352	
<b>Sub-total of A:</b>		<b>15</b>	<b>19</b>			<b>2.296</b>	<b>160.005</b>	
B.1	Airfare, Perdiem, Shipping & Other Direct Cost	5	17		LS	0.385	26.831	
<b>Total (A+B):</b>		<b>15</b>	<b>19</b>			<b>2.681</b>	<b>186.836</b>	
Annual Distribution (in Lakh Taka)				Month	DPA	GOB		
During 2008-09				12	186.836	0.00		
Total:				12	186.836	0.00		

Note: 1) Exchange rate is US \$ 1.00 = Tk. 69.69  
 2) Expatriate fees are exempted from tax as per agreement between USAID and GOB.

Ref. PROAG page No.



OK - 02.11.08

DETAILED COST ESTIMATES OF LOCAL CONSULTANTS (TA Team)

Appendix- 2

Sl. No.	Description	Nos.	Man Month	Monthly Rate		Total Cost		Remarks
				US \$	Taka	Lakh US \$	Lakh Taka	
A Basic Pay								
1	Local Governance/Program Advisor/ Senior Coordinator	3	12	1,108	77,189	0.13	9.263	DPA
2	Communication Specialist/Training Coordinator / Sociologist / Environmentalist / Protected Area Magt. Specialist / Enterprise Development Specialist / Monitoring Specialist	5	15	749	52,175	0.11	7.826	
3	Site Coordinator / Sr. Site Facilitator / PA Coordinator / Monitoring Officer /Biologist/Sociologist/Wild Life / Bio-diversity/Program Officer/Liaison Officer etc.	7	35	643	44,814	0.23	15.685	
4	Field Level Trainer (Social, AIG, Environment, Enterprise, Credit) / Community Members Group Trainer / Trainer for Skill Training / Trainer for Farmers Session etc.	3	15	482	33,587	0.07	5.038	
5	Field Sociologist /Field Biologist/ Environmentalist / Site Facilitator / Technical Assistant / Field Surveyor / Enumerator / Field Investigator/Information Collector etc.	11	40	330	22,995	0.13	9.198	
6	Short Term Senior Consultant / Economist / Biologist / Ecologist / Sociologist /AIG Specialist / NRI Specialist / Gender / NTTF / Social Forestry etc.	5	10	1,150	80,150	0.12	8.015	
7	Short Term Field Assistant / Enumerator / Data Entry Operator / Field Investigator / Surveyor / Training Associate / Field Level Organizer	8	12	270	18,843	0.03	2.261	
8	ED RIMS need assessment specialist	1	5	767	53,470	0.04	2.674	DPA
9							0.000	
10							0.000	
Sub-total of A:		43	144			0.86	59.960	DPA
B	Social charge @ 30% of A					0.26	17.988	
C	Overhead 40% of A					0.34	23.984	
D	Sub-total of A, B & C					1.46	101.932	
E	Fixed Fee @ 10% of D					0.15	10.193	
Total:						1.61	112.125	DPA
Annual distribution for consultants (in lakh Taka)			Month	DPA	GOB			
During 2008-09			12	112.125	0			
Total:			12	112.125	0			

Note: 1) Exchange rate is US \$ 1.00 = Tk. 69.69  
 2) Personnel includes employees and consultants for Dhaka main + 5 clusters

Consultants  
 A. Technical Personnel  
 1. - 8. -  
 B. Administrative Support  
 1. Managerial -  
 2. Utility Service -  
 C. Overhead - 81 -  
 - Social ch -  
 - Sundry -

5-11-80 130

UNIT ATTESTATION STATEMENTS FOR 1980

UNIT	STATE	DATE	UNIT	STATE	DATE
1	AL	5/11/80	2	AL	5/11/80
3	AL	5/11/80	4	AL	5/11/80
5	AL	5/11/80	6	AL	5/11/80
7	AL	5/11/80	8	AL	5/11/80
9	AL	5/11/80	10	AL	5/11/80
11	AL	5/11/80	12	AL	5/11/80
13	AL	5/11/80	14	AL	5/11/80
15	AL	5/11/80	16	AL	5/11/80
17	AL	5/11/80	18	AL	5/11/80
19	AL	5/11/80	20	AL	5/11/80
21	AL	5/11/80	22	AL	5/11/80
23	AL	5/11/80	24	AL	5/11/80
25	AL	5/11/80	26	AL	5/11/80
27	AL	5/11/80	28	AL	5/11/80
29	AL	5/11/80	30	AL	5/11/80
31	AL	5/11/80	32	AL	5/11/80
33	AL	5/11/80	34	AL	5/11/80
35	AL	5/11/80	36	AL	5/11/80
37	AL	5/11/80	38	AL	5/11/80
39	AL	5/11/80	40	AL	5/11/80
41	AL	5/11/80	42	AL	5/11/80
43	AL	5/11/80	44	AL	5/11/80
45	AL	5/11/80	46	AL	5/11/80
47	AL	5/11/80	48	AL	5/11/80
49	AL	5/11/80	50	AL	5/11/80
51	AL	5/11/80	52	AL	5/11/80
53	AL	5/11/80	54	AL	5/11/80
55	AL	5/11/80	56	AL	5/11/80
57	AL	5/11/80	58	AL	5/11/80
59	AL	5/11/80	60	AL	5/11/80
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81	AL	5/11/80	82	AL	5/11/80
83	AL	5/11/80	84	AL	5/11/80
85	AL	5/11/80	86	AL	5/11/80
87	AL	5/11/80	88	AL	5/11/80
89	AL	5/11/80	90	AL	5/11/80
91	AL	5/11/80	92	AL	5/11/80
93	AL	5/11/80	94	AL	5/11/80
95	AL	5/11/80	96	AL	5/11/80
97	AL	5/11/80	98	AL	5/11/80
99	AL	5/11/80	100	AL	5/11/80

UNIT ATTESTATION STATEMENTS FOR 1980

UNIT ATTESTATION STATEMENTS FOR 1980





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DETAILED COST ESTIMATES OF LOCAL PROJECT PERSONNEL OTHER - TA Team Supporting Staff (includes field offices)							
Sl. No.	Description	Nos.	Man Months	Monthly Rate (in Taka)	Total Cost		Remarks
					US \$	Lakh Taka	
1	Office Manager	1	10	38,562	5,533	3.856	DPA
2	Accounts Officer / Accountant / Accounts Associates / Junior Accountant	8	45	29,642	19,140	13.339	
2	Administrative Officer/Admin. Assistant	6	36	24,365	12,586	8.771	
3	Secretary / Tel. Operator / Receptionist	4	30	17,000	7,318	5.100	
4	Drivers	6	36	8,750	4,520	3.150	
5	MLSS	12	72	6,800	7,025	4.896	
	<b>Total:</b>	<b>37</b>	<b>229</b>		<b>56,124</b>	<b>39.113</b>	<b>DPA</b>
	Annual distribution for supports (in lakh Taka)			Month	DPA	GOB	
	During 2008-09			12	39.113	0	
	Total:			12	39.113	0	

Note: 1) Exchange rate is US \$ 1.00 = Tk. 69.69



DETAILED COST OF GOB PERSONNEL (Forest Department, FD)							
SL. No	Description	Number of Person	Person Month	Monthly Rate (inTaka)	Total cost		Remarks
					US \$	Lakh Tk.	
<b>A</b>	<b>FD Employee</b>						<b>GOB in kind</b>
1	Dy. Chief Conservator of Forest (DCCF)/Conservator of Forest (CF)	1	10	18,500	2,655	1.850	
2	Div. Forest Officers (DFO)	5	30	14,520	6,251	4.356	
3	Asst. Conservator of Forest (ACF)	8	50	9,288	6,664	4.644	
	<i>Sub total: Pay of Officers</i>		<i>90</i>		<i>15,569</i>	<i>10.850</i>	
1	Forest Rangers/Dy. Forest Rangers	12	70	7,950	7,985	5.565	
2	Computer Operator	1	9	6,606	854	0.595	
3	Forester	15	80	4,835	5,550	3.868	
4	Technician/Draftsman	1	9	5,178	669	0.466	
5	Dirver	7	60	4,704	4,049	2.822	
6	Forest Guard	15	80	3,234	3,712	2.587	
7	M.L.S.S.	6	48	2,880	1,983	1.382	
8	Night Guard	1	9	3,234	418	0.291	
9	Cleaner	1	9	2,400	310	0.216	
	<i>Sub total: Pay of Establishment</i>		<i>374</i>		<i>25,530</i>	<i>17.792</i>	
	<b>Total-A</b>		<b>464</b>		<b>41,099</b>	<b>28.642</b>	
<b>B</b>	<b>Allowances</b>				20,550	14.321	
	<b>Total-B</b>				<b>20,550</b>	<b>14.321</b>	
<b>C</b>	<b>Grand Total (A+B)</b>		<b>464</b>		<b>61,649</b>	<b>42.963</b>	<b>GOB</b>
	Annual distribution (in lakh Taka)	MONTH	DPA	GOB			
	During 2008-09	12	0.00	42.963			
	<b>Total:</b>	<b>12</b>	<b>0.00</b>	<b>42.963</b>			

Note: 1) Exchange rate is US \$ 1.00 = Tk. 69.69



DETAILED COST OF GOB PERSONNEL (Department of Fisheries, DOF)							
SL. No	Description	Number of Person	Person Month	Monthly Rate (inTaka)	Total cost		Remarks
					US \$	Lakh Tk.	
<b>A</b>	<b>DOF Employee</b>						<b>GOB in kind</b>
1	Director	1	10	18,500	2,655	1.850	
2	Dist. Fisheries Officer (DFO)	3	18	14,520	3,751	2.614	
3	Thana Fisheries Officer	6	40	9,288	5,331	3.715	
	<i>Sub total: Pay of Officers</i>		<i>68</i>		<i>11,736</i>	<i>8.179</i>	
1	Computer Operator	1	7	6,606	663	0.462	
2	Technician/Draftsman	1	9	5,178	669	0.466	
3	Dirver	4	30	4,704	2,025	1.411	
4	Guard	4	30	3,234	1,392	0.970	
5	M.L.S.S.	4	30	2,880	1,240	0.864	
6	Cleaner	1	8	2,400	276	0.192	
	<i>Sub total: Pay of Establishment</i>		<i>114</i>		<i>6,263</i>	<i>4.365</i>	
	<b>Total-A</b>		<b>182</b>		<b>18,000</b>	<b>12.544</b>	
<b>B</b>	Allowances				9,000	6.272	
	<b>Total-B</b>				<b>9,000</b>	<b>6.272</b>	
<b>C</b>	<b>Total (A+B)</b>		<b>182</b>		<b>27,000</b>	<b>18.816</b>	<b>GOB</b>
	Annual distribution (in lakh Taka)	MONTH	DAP	GOB			
	During 2008-09	12	0.00	18.816			
	<b>Total:</b>	<b>12</b>	<b>0.00</b>	<b>18.816</b>			

Note: 1) Exchange rate is US \$ 1.00 = Tk. 69.69



DETAILED COST OF GOB PERSONNEL (Department of Environment, DOE)							
SL. No	Description	Number of Person	Person Month	Monthly Rate (in Taka)	Total cost		Remarks
					US \$	Lakh Tk.	
<b>A</b>	<b>DOE Employee</b>						<b>GOB in kind</b>
1	Director	1	9	18,500	2,389	1,665	
2	Dy. Director	2	15	14,520	3,125	2,178	
	<i>Subtotal: Pay of Officers</i>		24		5,514	3,843	
1	Computer Operator	1	6	6,606	568	0,396	
2	Technician/Draftsman	1	8	5,178	594	0,414	
3	Dirver	4	30	4,704	2,025	1,411	
4	Guard	3	24	3,234	1,114	0,776	
5	M.L.S.S.	4	24	2,880	992	0,691	
6	Cleaner	1	8	2,400	276	0,192	
	<i>Subtotal: Pay of Establishment</i>		100		5,568	3,880	
	<b>Total-A</b>		124		11,082	7,723	
<b>B</b>	Allowances				5,541	3,862	
	<b>Total-B</b>				5,541	3,862	
<b>C</b>	<b>Total (A+B)</b>		124		16,623	11,585	<b>GOB</b>
	Annual distribution (in lakh Taka)	MONTH	DAP	GOB			
	During 2008-09	12	0.00	11,585			
	<b>Total:</b>	12	0.00	11,585			

Note: 1) Exchange rate is US \$ 1.00 = Tk. 69.69





DETAILED COST ESTIMATE OF PROJECT INPUT EQUIPMENT (FOR FD)						
Sl. No.	Description of Items	Qty.	Unit Price (in lakh Tk.)	Total Cost		Remarks
				(Lakh Taka)	(In US \$)	
1	Desktop Computers	3	80,000	2,400	3,444	In kind
2	Printer, Laser	1	48,000	0.480	689	-do-
3	UPS	3	8,000	0.240	344	-do-
4	Office Furniture, Fixture, Filing Cabinets, Display Boards, Shelves, Closets, Steel Alimrahs etc.	1	75,000	0.750	1,076	-do-
5	Photocopier Machine	1	175,000	1.750	2,511	In kind
6	Other office equipment: FD: Fax Machine 1, Modem 1, Hub 1		LS	2.500	3,587	In kind
	Total:			8.120	11,652	
	Annual distribution (in lakh Taka)		Month	DPA	GOB	
	During 2008-09		12		8.120	
	Total:		12		8.120	

Note: #REF!



DETAILED COST ESTIMATE OF PROJECT INPUT EQUIPMENT (FOR DOF)						
Sl. No.	Description of Items	Qty.	Unit Price (in lakh Tk.)	Total Cost		Remarks
				(Lakh Taka)	(In US \$)	
1	Desktop Computers	2	80,000	1.600	2,296	In kind
2	Printer, Laser	1	48,000	0.480	689	-do-
3	UPS	2	8,000	0.160	230	-do-
4	Office Furniture, Fixture, Filing Cabinets, Display Boards, Shelves, Closets, Steel Alimrahs etc.	1	62,500	0.625	897	-do-
5	Photocopier Machine	1	175,000	1.750	2,511	In kind
6	Other office equipment: Fax Machine 1	1	LS	0.240	344	In kind
Total:				4.855	6,967	
Annual distribution (in lakh Taka)						
		Month	DPA	GOB		
During 2008-09		12		4.855		
Total:		12		4.855		

Note: Exchange rate is US\$ 1.00 = Tk. 69.69



DETAILED COST ESTIMATE OF PROJECT INPUT EQUIPMENT (FOR GOB)						
Sl. No.	Description of Items	Qty.	Unit Price (in lakh Tk.)	Total Cost		Remarks
				(Lakh Taka)	(In US \$)	
1	Desktop Computers	1	80,000	0.800	1,148	In kind
2	Printer, Laser	1	48,000	0.480	689	-do-
3	UPS	1	8,000	0.080	115	-do-
4	Office Furniture, Fixture, Filing Cabinets, Display Boards, Shelves, Closets, Steel Alimrahs etc.	1	62,500	0.625	897	-do-
6	Photocopier Machine	1	175,000	1.750	2,511	In kind
9	Other office equipment Fax Machine 1		LS	0.240	344	In kind
Total:				3.975	5,704	
Annual distribution (in lakh Taka)						
			Month	DPA	GOB	
During 2008-09			12		3.975	
Total:			12		3.975	

Note: Exchange rate is US\$ 1.00 = Tk. 69.69



DETAILED COST ESTIMATE OF PROJECT INPUT EQUIPMENT (DPA)						
Sl. No.	Description of Items	Qty.	Unit Price (in lakh Tk.)	Total Cost		Remarks
				(Lakh Taka)	(In US \$)	
1	Computers, Desktop/Laptop	2	105,000	2.100	3,013	DPA, for use in Dhaka main office
2	Printer, Laser	2	62,500	1.250	1,794	-do-
3	UPS	2	8,000	0.160	230	-do-
4	UPS / Battery	10	4,000	0.400	574	FD, RIMS Unit
5	UPS, Heavy Duty for Server	1	42,000	0.420	603	
6	Operating software, network installation, hubs, website development etc.	1	75,000	0.750	1,076	-do-
7	Office Furniture, Fixture, Filing Cabinets, Display Boards, Shelves, Closets, Steel Alimrahs, Blinds etc.	LS	50,000	0.500	717	Dhaka main + 5 cluster offices
8	Other office equipment ( one each of Fax Machine, Vacuum Cleaner, Dehumidifier, Water Sterilizer/Filter etc.)		LS	2.450	3,516	Dhaka main office and 1.20 lakh taka for FD, RIMS Unit (Color Cartridges & Map printing accessories)
Total:				8.030	11,522	
Annual distribution (in lakh Taka)						
			Month	DPA	GOB	
			12	8.030		
			12	8.030		

Note: #REF!





INSTITUTIONAL AND COLLABORATIVE PROGRAM						
Sl. No.	Description of Items	Est. Qty.	Unit Price (in Taka)	Total Cost		Remarks
				(Lakh Taka)	(In US \$)	
INSTITUTIONAL LINK						DPA
	Estimate for necessary technical and research oriented supports involving foreign institutions / universities including training related matters, establishing linkages with international and local institutes and other universities e.g.					
	East West Center, USA			-	-	
	Center for Bio-social Advancement	1	278,760	2,788	4,001	
	Wildlife Institute of India			-	-	
	Development & Training Services Inc. (dTS), USA	1	299,063	2,991	4,292	
	Environmental Law Institute, USA	1	220,197	2,202	3,160	
	Epler Wood International	1	358,009	3,580	5,137	
	Other institutitons in Thailand / Nepal / Indonesia					
COLLABORATIVE PROGRAMME						DPA
	Estimate for joint and collaborative efforts, specific projects and programmes to exchange technical knowhow with related GOB Ministries/Agencies, public and private institutes and other relevant agencies within & outside the forestry sector, universities, procurement of equipment, satellite images, spatial data analysis etc.					
	Possible organizations are:					
	Jahangir Nagar university	2	104,535	2,091	3,000	
	IUB, Dhaka	2	104,535	2,091	3,000	
	Bangladesh Scouts			-	-	
	CEGIS			-	-	
	Forestry/Fisheries Academy			-	-	
	Other e.g. BRAC, BARC & other private organizations					
	Total:			15.743	22,590	
	Annual distribution (in lakh Taka)			Month	DPA	GOB
	During 2008-09			12	15.743	
	Total:			12	15.743	

Note: #REF!



DETAILED COST ESTIMATES OF PROJECT INPUT OTHERS (For TA Team)					
Sl. No.	Description	Monthly Rate	Total Cost		Remarks
			(Lakh Taka)	(In US \$)	
1	TA/DA, tickets, ferry, toll, tax etc.	26,000	2.080	2,985	DPA
2	Postage, courier, mail etc.	3,000	0.240	344	
3	Telephone, email, internet, fax etc.	22,000	1.760	2525	
4	Fuel for vehicles	31,000	2.480	3559	
5	Stationery/office supplies	12,000	0.960	1378	
6	Books & periodicals	2,000	0.160	230	
7	Communications & Advertisement	20,000	1.600	2296	
8	Computer accessories	7,675	0.614	881	
9	O&M Vehicles	4,000	0.320	459	
10	Furniture repair & maintenance	750	0.060	86	
11	Equipment repair & maint.	1,250	0.100	143	
12	Building rent, repair & maint., utility, security	100,000	8.000	11479	
13	Honararium allowance/fee/remonaration	Need Based	6.500	9327	
14	Survey	LS	1.500	2152	Bhawal NP by FD-RIMS
	Total:		26.374	37,844.741	DPA
	Annual distribution (in lakh Taka)			Month	
		Month	DPA	GOB	
	During 2008-09	12	26.374	0	
	Total:	12	26.374	0	

Note: 1) Exchange rate is US\$ 1.00 = Tk. 69.69



## DETAILED COST ESTIMATE OF PROJECT INPUT TRAINING

Local training:	Duration (days)	# of Pers per course/ event / trip	# of courses / events planned	Cost/unit Taka	Total Cost		Remarks
					Lakh Taka	US \$	
Short Courses GOB Officials:							
- Foundation courses in PA management	3	12	5	85,000	4.250	6,098	DPA
- Orientation / Skills training	2	12	5	69,000	3.450	4,950	
- Specialized Training	4	15	10	30,000	3.000	4,305	RIMS/GIS, FD
- Refresher courses	2	15	2	55,000	1.100	1,578	
Sub-total (GOB):					11.800	16,932	
Short Courses Stakeholders:							
- Co-management awareness / orientation	3	12	3	68,000	2.040	2,927	
- Eco-guides training	3	8	3	40,000	1.200	1,722	
- AIG training	3	12	3	45,000	1.350	1,937	
Sub-total (Stakeholders):					4.590	6,586	
<i>Total Local Training:</i>					<i>16.390</i>	<i>23,518</i>	
Workshops/Seminars/Meeting							
- Team Planning & Mobilization	1	40	-	32,000	0.320	459	
- Quarterly Review Action	1	30	3	25,000	0.750	1,076	
- Observation Day/Event	1		3	60,000	1.800	2,583	
<i>Sub-total Workshop/Seminar/Meeting:</i>					<i>2.870</i>	<i>4,118</i>	
Overseas Training							
- Co-management Approach & Planning							
- Regional Study Tour	7	8	1	273,672	2.737	3,927	
- Cross-visit by Local Stakeholders	7	10	1	210,741	2.107	3,024	
<i>Total Overseas Training:</i>					<i>4.844</i>	<i>6,951</i>	
<b>Grand Total:</b>					<b>24.104</b>	<b>34,588</b>	
Annual distribution (in lakh Taka)							
			Month	DPA	GOB		
			12	24.104	0.00		
			Total:	12	24.104	0.00	

## Notes:

1) Exchange rate is US\$ 1.00 = Tk. 69.69

2) Training Cost Break-down:

a) Local training for GOB officials:

Trainer cost	30%
Trainee cost	60%
Other	10%

b) Local training for stakeholders:

Trainer cost	25%
Trainee cost	65%
Other	10%

3) Regional study tour:

MoEF	1
FD	4
DOF	2
DOE	1
Total	8

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Table-A: Cluster Based List of IPAC Sites and Location

Sl No	Name of the Protected Areas or Sites	Division/ Department/ Ministry	Total Area (ha)	Upazila/ District	Implementation Strategy
<b>SYLHET CLUSTER : SRIMONGAL (Cluster Office)</b>					
1	Lawachara National Park	Wildlife Management & Nature Conservation Division-Moulvibazar/ FD/MOEF	1,250	Kamalganj/ Moulvibazaar	Existing Direct
2	Satchari National Park	Wildlife Management & Nature Conservation Division-Moulvibazar/ FD/MOEF	243	Chunarughat / Hobiganj	Existing Direct
3	Rema-Kalenga WS	Sylhet Forest Division	1795	Chunarughat /Hobiganj	Existing Direct
4	Khadimnagar National Park	Sylhet Forest Division	679	Sylhet Sadar / Sylhet	New Direct
5	Hail Haor	Sylhet	13,000	Srimongol, Moulvibazar / Moulvibazar	Existing Direct
6	Tanguor Haor - Ecological Critical Area /Ramsar Site	MOEF, National Level Steering Committee, Tanguor Haor Mgt Committee headed by DC.	9,727	Dharmapasha, Tahirpur / Sunamganj	New Indirect
7	Hakaluki Haor Ecological Critical Area	DOE/MOEF-CWBMP	18,383	Kulaura, Barlekha, Juri/ Moulvibazar; & Fenchugonj, Golapgonj / Sylhet	New Indirect
<b>CENTRAL CLUSTER: MODHUPUR (Cluster Office)</b>					
8	Ram Sagar National Park	Dinajpur Forest Division	27	Dinajpur Sadar/Dinajpur	New Direct
9	Modhupur National Park	Tangail Forest Division	8,436	Madhupur /Tangail & Muktagacha /Mymensingh	New Direct
10	Bhawal National Park	Wildlife Management & Nature Conservation Division-Dhaka / FD/MOEF	5,022	Gazipur sadar /Gazipur	New Indirect
11	Turag-Bangshi		10,000	Kaliakoir / Gazipur & Mirzapur /Tangail	Existing Direct
12	Kangsha-Malijhee		8,000	Jhenaigati, Sherpur sadar / Sherpur	Existing Direct
<b>SOUTHEASTERN CLUSTER: COX'S BAZAR (Cluster Office)</b>					
13	Teknaf GR	Cox's Bazar South Forest Division/ FD/ MOEF	11,615	Teknaf /Cox's Bazar	Existing Direct
14	Teknaf Peninsula - Ecological Critical Area	DOE/MOEF-CWBMP	10,465	Cox's Bazar, Ramu, Ukhia, & Teknaf / Cox's Bazar	New indirect
15	Chunati WS	WMND, Chittagong South Forest Division FD/ MOEF.	7,764	Banskhali, Lohagora / Chittagong & Chakaria / Cox's Bazar	Existing Direct
16	Fasiakhali WS	Cox's Bazar South Forest Division FD/ MOEF	1,302	Chakaria / Cox's Bazar	New Direct
17	Medha Kachapia National Park	Cox's Bazar South Forest Division FD/ MOEF	396	Chakaria / Cox's Bazar	New Direct
18	Himchari National Park	Cox's Bazar South Forest Division FD/ MOEF	1,729	Cox's Bazar sadar / Cox's Bazar	New Indirect
19	Inani - Proposed National Park	Cox's Bazar South Forest Division/FD/ MOEF	7,700	Ukhia / Cox's Bazar	New Indirect
20	Sita-kunda Eco-park	Chittagong Forest Division		Sitakunda/Chittagong	New Indirect
<b>CHITTAGONG HILL TRACTS CLUSTER: RANGAMATI (Cluster Office)</b>					
21	Kaptai National Park	Chittagong Hill Tracts South Division/FD/ MOEF	5,464	Kaptai / Rangamati	New Direct
22	Pablakhali WS	Chittagong Hill Track North Forest Division/FD/	42,087	Langadu / Rangamati	New Direct

Sl No	Name of the Protected Areas or Sites	Division/ Department/ Ministry	Total Area (ha)	Upazila/ District	Implementation Strategy
		MOEF			
<b>SUNDARBANS CLUSTER: MONGLA (Cluster Office)</b>					
23	Sundarbans East WS - World Heritage Site / RAMSAR Site	Sundarban East Forest Division/FD/ MOEF	31,226	Sadar, Mongla, Morrelganj, Sarankhola / Bagherhat, Dhakup /Khulna	New Direct
24	Sundarbans South - WS World Heritage Site / RAMSAR Site	Sundarban West Forest Division/FD/ MOEF	36,970	Dhakup / Khulna	New Indirect
25	Sundarbans West WS World Heritage Site / RAMSAR Site	Sundarban West Forest Division/FD/ MOEF	71,502	Shyamnagar /Satkhira & Koira /Khulna	New Indirect
26	Sundarban - Ecological Critical Area		59,600	Paikgacha, Dhakup, Koira / Khulna; & Patharghat, Mongla, Sarankhola / Bagherhat; Shyamnagar / Satkhira; & Patharghata / Barguna; & Mathabaria /Pirojpur	New Indirect
		<b>SUB-TOTAL</b>	<b>364,355</b>		

Table-B: Summary of PAs/Sites by Category

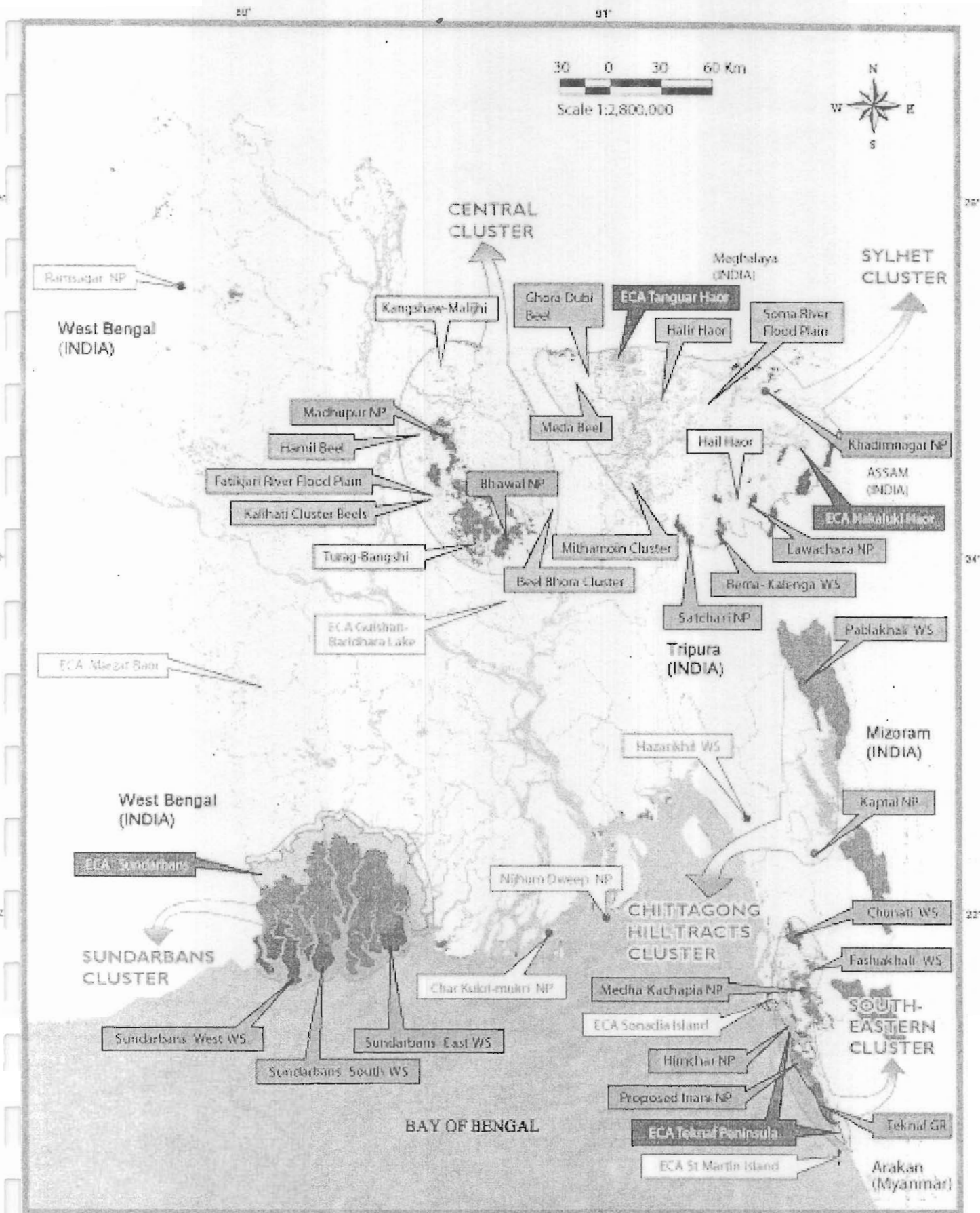
Category	Total Number	Department/ Ministry	Land unit Type	Existing Direct	New Direct	New Indirect
National Park (2 NPs under NSP-USAID )	9	FD/MOEF	Forest land	2	6	1
Proposed National Park	1	FD/MOEF	Forest land	-	-	1
Wildlife Sanctuary (2 WS under NSP-USAID)	4	FD/MOEF	Forest land	2	2	-
Wildlife Sanctuary & World Heritage Site & RAMSAR Site	3	FD/MOEF	Forest land – Mangrove forest	-	1	2
Game Reserve (1 GR under NSP-USAID)	1	FD/MOEF	Forest land	1	-	-
Eco-Park	1	FD/MOEF	Forest land			1
Ecological Critical Area (2 ECAs under Coastal & Wetland Biodiversity Management Project under DOE-UNDP/GEF)	3	DOE/MOEF	Inland wetlands & Coastal wetlands	2	-	1
Ecological Critical Area & RAMSAR Sites (Community Based Sustainable Management of Tanguar Haor project by IUCN funded by SDC under MOEF)	1	MOEF	Inland wetlands	-	-	1
Sites – MACH USAID	3	DOF/MOLF	Inland wetlands & flood plain.	3	-	-
<b>Total</b>	<b>26</b>			<b>10</b>	<b>9</b>	<b>7</b>



Table-C: List of Leveraged Wetlands under IPAC

Leveraged Wetlands – Dept of Fisheries	Core Area (ha)	Leveraged Wetlands – Dept of Fisheries	Core Area (ha)
<b>Fatikjari River Flood Plain</b>		<b>Beel Bhora Cluster</b>	
Salanka Jalkar (Fatikjari River, Part-1)	6.8	Beel Bhora (a cluster of 62 beels)	600
Meghakhali Fishery (Part of Fatikjari River, Part-2)	6.8	Kaheterdia Beel	60
Fatikjani Nadi (Fatikjari River Part-3)	13.5		
Sapai Nadi (Fatikjari River Part-4)	22.5		
<b>Kalihati Cluster Beels</b>		<b>Mithamoin Cluster</b>	
Posna Beel	121.5	Moisherkandi Boronpur Nodi	127
Joloi Beel	189.5	Ghora Utra Nodi (Udayan Fishery)	77
Katara Beel	81.0	Ghor Bhanga Nodi Jalmohal part 1	46
Bheradaha Beel	81.0	Dopi Beel JR	16
Pichra Beel	72.9	Halir Haor	83
Baisha Beel	161.9	Soma (Someswari) River Flood Plain	379
Boro Buria	35.0	Ghora Dubi Beel	410
Choto Buria	25.0	Meda Beel	122
Dhaleswar	20.0	Hamil Beel	65
Kurumbi Beel	70.0		
Charan Beel	324		
		<b>Total Area (Ha)</b>	<b>3216</b>





### LEGEND

- Reserve Forest
- Protected Areas
- River / Sea
- Water Bodies

- GR Game Reserve
- NP National Park
- WS Wildlife Sanctuary
- ECA Ecologically Critical Area

- Wetlands Protected Areas under IPAC
- Forests Protected Areas under IPAC
- Ecologically Critical Area under IPAC
- Leveraged Wetlands Protected Areas under IPAC



Table A - Subcontractor Roles and Qualifications

Name	Type of Organization & Qualifications	Roles Under IPAC
<b>BANGLADESH SUBCONTRACTORS</b>		
World Fish Center—Bangladesh	WFC provides fisheries and wetlands management/ applied research expertise, major contractor under the Community based Fisheries Management Project (CBFM-2), other co-management projects.	Provide strategic and technical guidance and advice; link WFC co-management researchers to IPAC issues; support knowledge management through high quality data collection and analysis; link PA network to ongoing fisheries/wetlands co-management sites, especially at the Central Cluster.
Adivasi Unnayan Kendra (CIPD)	This NGO provides leverage and advocacy on behalf of the indigenous people of the Chittagong Hill Tribes.	Provide field implementation support in the Chittagong Hill Tracts Cluster; provide its own micro-finance to stakeholders in and around the Kaptai and Pablakali National Park areas.
Rangpur Dinajpur Rural Services (RDRS)	NGO that serves the rural communities of Bangladesh and is presently a major IRG partner under Nishorgo.	Provide field implementation support in the Sylhet Cluster and its own micro-finance for all Direct sites in Sylhet Cluster.
Community Development Center, Chittagong (CODEC)	NGO founded specifically for assistance to rural communities in southern Bangladesh; major IRG partner under Nishorgo.	Provide field implementation support in Sunderbans and South-east Clusters; will provide its own micro-finance with Sunderbans Cluster and all Direct sites on north side of Southeast Cluster.
Bangladesh Environmental Lawyers Association (BELA)	NGO providing legal services in support of sustainable development and monitoring laws/regs to protect the environment. On UNEP's Global 500 Roll of Honor.	Direct advice and leadership to PA Strategy and related legal/regulatory issues; advocacy and training issues on rights and empowerment to CMOs by NRM Unit.
Asiatic Marketing & Communication Ltd.	Leading PR/advertising communication organization that specializes in social messaging for development.	Lead role in development of Communications Strategy; provide technical support to implement the Strategy.
Oasis Transformation Ltd.	Registered fair trade commercial company, contributes to economic development through bamboo processing.	Market value chain strategy development/implementation for bamboo, derivative products, for export/domestic sale.
Independent University of Bangladesh (IUB)	Well regarded Department of Environmental Studies established at IUB; reknown academic and research capabilities also with the JU Zoology Department's Wildlife Rescue Center	Develop joint program for a foundation certificate course in co-management and applied conservation biology and deliver the course to selected participants; carbon offset projects.
Jahangirnagar University (JU)		
Module Architects	A&E consulting company, provides high quality monitoring of FD infrastructure within PAs.	Monitoring of GOB-expended local currency expenditures for PA infrastructure and habitat restoration.
<b>US AND INTERNATIONAL SUBCONTRACTORS</b>		
WWF/US	US NGO leader in wildlife conservation/preservation of animal habitats and endangered species,	Conservation planning; adaptation of Climate Witness Toolkit for CMOs; advice/strategy on carbon financing;

Name	Type of Organization & Qualifications	Roles Under IPAC
	advocates to stop global warming.	linkages for sub-regional visits to co-management sites, including Terai Arc areas.
Development Training Services (DTS)	US 8(a) SDB Certified woman-owned business with expertise in gender mainstreaming.	Provide technical services to support gender in environmental protection/conservation; develop gender integration strategies.
East-West Center	Internationally recognized US education/research hub, supports Nishogo through WriteShops.	Support through two to three WriteShops on PA co-management; targeted research linkages of one to two leading researchers.
Environmental Law Institute	US independent research and education center, strengthens environmental law/ governance worldwide.	Provide targeted support to legal and regulatory frameworks; work with BELA on a PA Strategy, esp. legal analysis/writing.
EplerWood International	US small woman-owned business that leads the field in community-based ecotourism planning by developing markets for sustainable development	Provide strategic framework and recommendations for comprehensive community-based ecotourism strategy across PA network; lead same targeted strategy in Teknaf Peninsula.

Table B - Strategic Partners' Roles

SL	Name/Type of Organization	Roles and Responsibilities
1	Wildlife Institute of India – Renowned gazette wildlife training institution	Provide training (under 9-months and 3-months program) on wildlife management, wetlands management, ecotourism planning. Depending on numbers, can tailor course to participant group.
2	Bangladesh Scouts – Bangladeshi organization managing the Scout Movement	Play a role in awareness raising and informal education for youth about PA co-management; work through a "Ten Thousand Chulas" program plus continuation of activities to educate visitors in PAs.
3	bracNET – Bangladeshi ISP organized by major local NGO	Provide 3 years' complimentary wireless connections to the Direct Support Site Co-Management organizations across the Clusters.
4	BRAC's Micro-enterprise Lending Program (MELA) – NGO for provision of micro-finance	Provide strategic partnership for enterprise financing in nature tourism. Already engaged in the Teknaf area under Nishorgo, has identified additional sites for financing of eco-cottage enterprises.
5	Sundarbans Tiger Project – Initiative under Univ. of Minnesota under USFWS financing.	Provide TA to stimulate/accelerate tiger conservation under co-management activities relating to research and monitoring, tiger-human conflict alleviation program, community capacity building.
6	Waste Concern – Bangladeshi consulting firm specializing in CDM/carbon programs	Will work in the area of carbon credits and CDM to support the development of co-management options for protected areas in Bangladesh.
7	Save the Children USA – INGO working in development focusing on youth	Resources through the SUCCEED Project will ensure that pre-primary schools are established in collaboration with co-management government individuals or organizations.
8	Leaders of Influence – program run by the Asia Foundation	Work with religious leaders of influence to jointly implement orientation and outreach programs to Muslim, Hindu, Buddhist, and Christian religious leaders, journalists, and youth, including Scouts.
9	Arannayk Foundation – Bangladesh Tropical Forest Conservation Foundation	Support the sustainability of Co-Management Organizations through a funding mechanism with a modified set of proposal submission requirements and monetary tracking and reporting rules
10	MUKTI Cox's Bazar – Bangladeshi social rights and poverty alleviation NGO	Provide micro-credit services to project participants in and around Teknaf Peninsula, Fasiakhali Wildlife Sanctuary and Medhakachapia National Park.





Government of the People's Republic of Bangladesh  
 Economic Relations Division  
 Ministry of Finance  
America-1 Section

No. ERD/AM-1(P)-3/2007/880

Dated: July 29, 2008

Subject: Minutes on Formation of Project Steering Committee (PSC) for the new Integrated Protected Area Co-management (IPAC) Project.

I am pleased to send herewith a copy of the minutes on the above mentioned subject for your kind information and necessary action.

*Monira Begum*  
 (Monira Begum)  
 Senior Assistant Secretary  
 Ph: 9135703

Distribution: (Not according to seniority).

1. Secretary, Ministry of Environment & Forest, Bangladesh Secretariat, Dhaka.  
(Atten: Mr. Md. Huzur Ali, Assistant Chief).
2. Secretary, Ministry of Land, Bangladesh Secretariat, Dhaka.  
(Atten: Mr. Zillur Rahman, Deputy Secretary).
3. Secretary, Ministry of Fisheries & Livestock, Bangladesh Secretariat, Dhaka.  
(Atten: Mr. Md. Shah Alam Siddiqui, Joint Chief).
4. Secretary, Ministry of Chittagoag Hill Tracts Affaris, Bangladesh Secretariat, Dhaka.  
(Atten: Mr. Md. Mojibur Rahman, Deputy Secretary).
5. Secretary, Ministry of Local Government Division, Bangladesh Secretariat, Dhaka.  
(Atten: Mr. Mohammed Tasharuf Hossain Farazi, Senior Assistant Chief).
6. Secretary, Ministry of Finance, Finance Division, Bangladesh Secretariat, Dhaka.
7. Secretary, Ministry of Water Resources, Bangladesh Secretariat, Dhaka.
8. Secretary, Ministry of Social Welfare, Bangladesh Secretariat, Dhaka.
9. Secretary, Ministry of Law & Parliamentary Affairs, Bangladesh Secretariat, Dhaka.
10. Secretary, Planning Division, Ministry of Planning, Sher-e-Banglanagar, Dhaka.  
(Atten: Mr. Shyma Pada Dey, Deputy Secretary).
11. Ms. P. Adriana Barel, Deputy Director, US Embassy, Madani Avenue, Baridhara, USAID, Dhaka-1212.
- ✓ 12. Ms. Alia Islam, US Embassy, Madani Avenue, Baridhara, USAID, Dhaka-1212.

Copy for kind information to:

1. Additional Secretary-1, ERD, Dhaka.
2. Deputy Secretary (Americas), ERD, Dhaka.



## Minutes on Formation of Project Steering Committee (PSC) for the new Integrated Protected Area Co-management (IPAC) Project.

An interministerial meeting to establish a steering committee for the new Integrated Protection Area Co-management (IPAC) Project to be implemented under program objective Agreement for Environment Program was held on 16 July 2008 under the Chairmanship of Mr. Md. Mosharraf Hossain Bhuiyan, ndc, Additional Secretary-1 ERD at his conference room. Representatives from the concerned ministries were present in the meeting. The list of the participants can be seen in Annex-A.

2. At the very outset, the chairman welcomed all and informed that ERD has been requested by USAID to establish a Steering Committee defining the mechanism of coordination among the ministries for IPAC project to be implemented under the Environment PROAG signed on 29.09.2007.

3. Then the USAID representative Ms. P. Adriana Barel informed the meeting that IPAC will be continuation of two ongoing USAID funded projects namely: the Management of Aquatic Ecosystems through Community Husbandry (MACH) Project being implemented in partnership with the Ministry of Fisheries and Livestock (MOFL) and the Nishorgo Support Project (NSP) being implemented in conjunction with the Ministry of Environment and Forest (MOEF). These two USAID projects have successfully demonstrated the value of conservation with benefits reaching the poorest group in the target areas. She mentioned that the goal of IPAC is to scale-up natural resources Co-management at the policy level by achieving recognition, acceptance and integration of this approach by GOB into its management tactics. The overall IPAC objective is to promote and institutionalize an integrated PA co-management system for sustainable natural resources management and biodiversity conservation resulting in a responsible, equitable economic growth and good environmental governance. IPAC will achieve its goals through three major components:

- (i) development of a coherent integrated protected areas co-management strategy;
- (ii) building stake-holder and institutional capacity; and
- (iii) site specific implementation.

4. She requested that at least Joint Secretary from each relevant ministry should be nominated as the member of the Steering Committee. In this connection, representative from Ministry of Land said that only the direct implementing ministries should nominate the Joint Secretaries while other ministries may nominate Deputy Secretaries/Deputy Chiefs as the members of the Steering Committee.

5. Then the project Director of Nishorgo Support Project (NSP) briefed the meeting that NSP is a pilot project under a Strategic Objective Grant Agreement (SOAG) signed in 2003 titled "Improved Management of Open Water and Tropical Forest Resources." He said that NSP works to improve resource conservation in five selected forest Protected Areas (PA) which constitute roughly 1% of the declared forest PA system and the associated landscape. The main objective of the NSP is the conservation of biodiversity within the protected area through co-management. One of the components of this pilot project and one that is critical to its success is retention of a portion of park fees by the local co-management committees for investment in the protected areas. He also informed that eight NSP co-management committees and councils were established through a Government Gazette Notification.

6. Then the representative from the MOFL informed that the focus of Management of Aquatic Ecosystems through Community Husbandry (MACH) project in three fresh water ecosystem areas in Bangladesh (approximately 1% of the total area under fresh water ecosystems) has been to maintain and recover selected natural flood plain ecosystems and associated fisheries, while also increasing biodiversity.

7. The representative from the MOEF mentioned that as the main objectives of this project are to conserve biodiversity and natural resource management, MOEF should be the lead Ministry and furthermore as MOEF is preparing DPP for the IPAC project, the Secretary, MOEF should be the chairman of the Steering Committee. He also requested ERD to give MOEF the authorization of issuing the Notification for the PSC. In this connection, representative of MOFL mentioned that as IPAC comprises of some activities related to the MOFL, the Steering Committee should be co-chaired by Secretary, MOFL.

8. After threadbare discussion, the following decisions were taken:

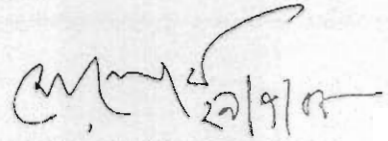
- The Ministry of Environment & Forest (MOEF) will be the lead ministry and both MOEF and MOFL will Co-chair the Steering Committee.
- An umbrella DPP would be prepared by the lead ministry (Ministry of Environment & Forest) in consultation with Ministry of Fisheries & Livestock.
- MOEF will issue notification of formation of the Steering Committee.
- Project Implementation Committee (PIC) will also be established at local level (Program Site) which will frequently meet on a regular basis to coordinate and supervise the activities at the local-level. PIC should be given the authority necessary to carry out the activities under IPAC and shall be responsible for achievement of the project activities.
- Component wise Project Director will be selected/decided by the Steering Committee.
- No expenditure should be incurred before the approval of TPP/DPP. TPP/DPP should be prepared and approved following the procedure of IMED & Planning Commission;
- The ministry of MOEF and MOFL would nominate Joint Secretaries and other ministries would nominate preferably Joint Secretaries but not below the rank of Deputy Secretaries/Deputy Chiefs as members of Project Steering Committee (PSC)

9. Finally, the following format of the Steering Committee and Terms of Reference (TOR) of the Committee has been decided unanimously in the meeting:

(1) Secretary, Ministry of Environment & Forest	Co-chairman
(2) Secretary, Ministry of Fisheries and Livestock	Co-chairman
(3) Joint Secretary, Ministry of Environment & Forest	Member
(4) Joint Secretary, Ministry of Fisheries & Livestock	Member
(5) Representative of Ministry of Land	Member
(6) Representative of Finance Division	Member
(7) Representative of Economic Relations Division (ERD).	Member
(8) Representative of Local Government Division, Ministry of Local Govt., Rural Dev. & Cooperatives	Member
(9) Representative of Ministry of Chittagong Hill Tracts Affairs	Member
(10) Representative of Ministry of Water Resources	Member
(11) Representative of Ministry of Law, Justice and Parliamentary Affairs	Member
(12) Representative of Agriculture	Member
(13) Representative of Ministry of Social Welfare	Member
(14) Representative of Planning Division, Ministry of Planning	Member
(15) Representative of Implementation, Monitoring and Evaluation Division (IMED).	Member
(16) Director General, Fisheries Department	
(17) Representative of NGO Affairs Bureau	Member
(18) Chief Conservator of Forest, Forest Department, Dhaka.	Member
(19) Representative of USAID/Bangladesh, Dhaka.	Member
(20) Project Director of IPAC	Member Secretary

Terms of Reference (TOR) of the PSC may be as follows:

- i). The Project Steering Committee will provide overall policy guidance to Project Director and Project Implementing agency;
  - ii). The committee will resolve all issues of the project during implementation process;
  - iii). The Project Steering Committee will guide the overall orientation of the project. It will provide stewardship by:
    - approving work plan, preparing & approving necessary TPP/DPP
    - Selecting appropriate project sites,
    - reviewing and approving quarterly progress reports
    - ensuring submission of component wise report by the consulting firm as per GOB's prescribed report
  - iv). The committee will meet at least twice in a year to review the progress of the implementation of the project;
  - v). The committee may co-opt any other member if necessary.
10. The meeting ended with a Vote of thanks from both sides.



(Md. Mosharraf Hossain Bhuiyan, ndc)  
Additional Secretary  
Economic Relations Division



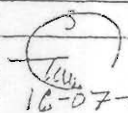
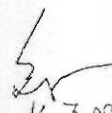
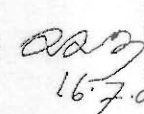
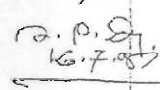

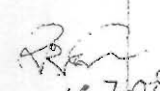

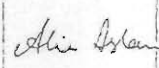

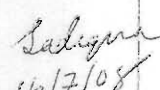
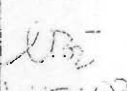
LIST OF PARTICIPANTS

বিষয়: Formation of Project Steering Committee (PSC) for the new Integrated Protected Area Co-management (IPAC) Project.

তারিখ: ১৬ জুলাই ২০০৮

সময়: সকাল ১১.০০ ঘটিকার

স্থান: অতিরিক্ত দফা-১ মহোদয়ের সভা কক্ষ  
(রুম নং-১৫, কক্ষ নং-৯)

Sl. No.	Name and Designation	Ministry/Division/ Agency	Phone & Fax	Signature
1	2	3	4	5
1.	Zillur Rahman Deputy Secretary	Ministry of Land	9570021	 16-07-08
2.	Ishtiaq U. Ahmad Conservator of Forests	Forest Department	8127222	 16.7.08
3.	Md. Shah Alam Siddiqui Joint Chief	M/o Fisheries & Livestock	716-7969	 16.7.08
4.	Shyama Padojey Deputy Secretary	Ministry of Planning	8113414	 16.7.08
5.	Md. Mojibur Rahman Deputy Secretary	M/o CHTA	7167249	 16.7.08
6.	Md. Huzar Ali Assistant Chief	M/o Environment & Forests	<del>76</del> 9570661	 16.7.08
7.	F. Anwarul Haque	USAID	951 332	
8.	Alia Islam	USAID	885-5500	
9.	Mohammed Tasharuf Hossain Forazi Senior Assistant Chief	Local Grant Division	7173378	
10.	Sadeqna Begum Deputy Secy.	ERD	9119443	 16/7/08
11.	Moufida Begum Senior Assistant Secretary	ERD	9155703	 16/7/08

Date	Particulars	Debit	Credit	Balance
1912	Jan 1			
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	Jan 31			



গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
পরিবেশ ও বন মন্ত্রণালয়  
পরিকল্পনা শাখা-২।

নং-পবম/পরিশা-৫/১৯৫/২০০৬/ ২৮৬


তারিখ-১৪/৭/২০০৮

**বিষয় : Formation of Project Steering Committee(PSC) for the new Integrated Protected Area Co-management(IPAC) Project.**

সূত্র : অর্থনৈতিক সম্পর্ক বিভাগের পত্র নং-ইআরডি/আঃ-১/(পি)/০৩/২০০৭/৮৬৪, তারিখ-৯/৭/২০০৮

উপর্যুক্ত বিষয়ে সূত্রস্থ স্মারকের প্রেক্ষিতে আদিষ্ট হয়ে Integrated Protected Area Co-management(IPAC) Project এর স্টিয়ারিং কমিটি গঠনের বিষয়ে পরিবেশ ও বন মন্ত্রণালয়ের নিম্নরূপ মতামত প্রদান করা হ'ল :

- (১) Project Steering Committee(PSC) গঠন সাধারনত Project এর DPP/TPP প্রস্তুতের সময় করা হয় এবং এর গঠনরূপ DPP/TPP তেই সংযোজন করা হয়ে থাকে। কাজেই বিবেচ্য প্রকল্পের ক্ষেত্রে PSC গঠন DPP প্রণয়নের সময় করা যেতে পারে। উল্লেখ্য, প্রকল্পের DPP প্রণয়ন পরিবেশ ও বন মন্ত্রণালয়ে প্রক্রিয়াধীন আছে।
- (২) বেহেতু প্রকল্পের মূল বিষয় Biodiversity সংরক্ষণ ও প্রাকৃতিক সম্পদ ব্যবস্থাপনা তাই তা Lead Ministry হিসেবে পরিবেশ ও বন মন্ত্রণালয়ের সচিব মহোদয় এ কমিটির আহ্বায়ক হতে পারে।
- (৩) DPP অনুমোদনোত্তর Lead Ministry হিসেবে PSC'র প্রজ্ঞাপন পরিবেশ ও বন মন্ত্রণালয় হতে জারী হতে পারে।

  
(মোঃ হজুর আলী)  
সহকারী প্রধান  
ফোনঃ ৯৫৭০৬৬১

সচিব  
অর্থনৈতিক সম্পর্ক বিভাগ  
পেপে বাহা নগর, ঢাকা।  
(দৃঃআঃ মনিরা বেগম, সিনিয়র সহকারী সচিব,  
আমেরিকা-১ শাখা)





# USAID | BANGLADESH

FROM THE AMERICAN PEOPLE

22-6-08

তারিখ: 22/6/08  
 ডায়েরী নং: 6798  
 স্মারক: 22/6/08

June 18, 2008

তারিখ: 23 JUN 2008  
 স (য.প্র. নে.ক.স):  
 প্রঃ সহকারী:

AIDOL-08 #0283

Md. Aminul Islam Bhuiyan  
 Secretary  
 Block No. 8, Room No. 3-5  
 Economic Relations Division  
 Ministry of Finance  
 Government of the People's Republic of Bangladesh  
 Sher-e-Bangla Nagar  
 Dhaka 1207



**Subject: Steering Committee for the new Integrated Protected Area Co-management (IPAC) Project**

Dear Secretary Bhuiyan:

The purpose of this letter is to request ERD to take the lead in forming a Steering Committee for the Integrated Protected Area Co-management (IPAC) project. Article 6(d) of the referenced PROAG states: "The parties agree to form steering committees of similar nature and stature for new activities authorized under this Agreement."

I would like to suggest that ERD convene a meeting involving all the relevant ministries as soon as possible to establish a steering committee as well as to define the appropriate coordination mechanism between the ministries. USAID will be happy to attend the meeting.

While the Ministry of Fisheries and Livestock and Ministry of Environment and Forest will be the lead line ministries, IPAC will also closely work with other interested parties. Hence the following is a suggested list of invitees:

- Ministry of Environment and Forests (Department of Forest and Department of Environment)
- Ministry of Fisheries and Livestock (Fisheries Department)
- Ministry of Land
- Ministry of Finance (Finance division and Economic Relations Division)
- Ministry of Local Government, Rural Development and Cooperatives
- Ministry of Chittagong Hill Tracts Affairs
- Ministry of Water Resources
- Ministry of Law, Justice and Parliamentary Affairs
- Ministry of Social Welfare
- Ministry of Planning (Planning Division)

*Sofiauddin Ahmed*  
 CF (WL & NC)  
 22/6/08

(Continued.... Page-2)

U.S. Agency for International Development  
 U.S. Embassy  
 Madani Avenue, Baridhara  
 Dhaka-1212, Bangladesh


Tel: (880-2) 885-5500  
 Fax: (880-2) 882-3648  
 www.usaid.gov/bd

Page - 2

The proposed steering committee should, at a minimum, have policy level representatives from the above ministries and departments/divisions mentioned.

Thank you in advance. Please let me know if you need any further clarification.

Sincerely,



Paul Sabatine  
Director  
Program Office

Cc:

- Denise Rollins, Mission Director, USAID/Bangladesh
- A.H.M. Rezaul Kabir, Secretary, Ministry of Environment and Forests
- Mr. Syed Aatur Rahman, Secretary, Ministry of Fisheries and Livestock
- A.K.M. Shamsuddin, Chief Conservator of Forests, Forest Department
- Mr. Md. Rafiqul Islam, Director General, Department of Fisheries
- Dr. Khandaker Rashidul Haque, Director General, Department of Environment
- Mr. Bob Winterbottom, Chief of Party, IPAC

-107-



# USAID | BANGLADESH

FROM THE AMERICAN PEOPLE

APPENDIX-12

June 11, 2008

Md. Aminul Islam Bhuiyan  
Secretary  
Economic Relations Division (ERD)  
Ministry of Finance  
Sher-e-Bangla Nagar  
Dhaka 1207

AIDOL-08 #0274

Subject: Launching of the new Integrated Protected Area Co-management (IPAC) Project

Reference: ProAg [Program Objective Grant Agreement 388-A21 (ProAg) governing USAID/Bangladesh Environment Program, signed September 29, 2007]

Dear Secretary Bhuiyan,

It is my pleasure to share the good news with you that the project through which the subject ProAg will be implemented, "Integrated Protected Area Co-management (IPAC)" was awarded on June 5, 2008. The prime contractor for IPAC implementation is the International Resources Group (IRG) that is also the implementer of the bilateral Nishorgo Support Project (NSP). We are thankful to the Government of Bangladesh (GOB) for nominating two representatives to serve on the Technical Evaluation Panel that selected the implementing contractor.

The IRG will engage eight local and five U.S.-based institutions as sub-contractors and 11 local and international institutions as strategic partners. A list of the sub-contractors and strategic partners is provided in Attachment 1.

IPAC will be a continuation of two ongoing USAID and GOB co-management activities: the Management of Aquatic Ecosystems through Community Husbandry (MACH) project being implemented in partnership with the Ministry of Fisheries and Livestock (MOFL), and the Nishorgo Support Project (NSP, Co-management of Tropical Forest Resources in Bangladesh) implemented in conjunction with the Ministry of Environment and Forest (MOEF). IPAC will scale-up USAID and GOB efforts in natural resource co-management at the policy and operational levels. IPAC will achieve its goals through three major components: (1) development of a coherent integrated protected areas co-management strategy, (2) building stakeholder and institutional capacity, and (3) site-specific implementation.

While the Ministry of Fisheries and Livestock (particularly the Department of Fisheries) and Ministry of Environment and Forests (the Forest Department and Department of Environment) will be the direct implementing partners or the lead line ministries, IPAC will also closely work with strategic partners like the Ministry of Land, Ministry of Finance,

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Ministry of Local Government, Rural Development and Cooperatives, Ministry of Chittagong Hill Tracts Affairs, and Ministry of Water Resources.

Please let us know should you need any further clarification.

With warmest regards,

Sincerely,



Denise A. Rollins  
Mission Director

Cc:

- Mr. Jewelish Roy, Special Assistant to the Chief Advisor, Ministry of Environment and Forest and Ministry of Chittagong Hill Tracts Affairs
- Mr. Anwar Ul Samad, Special Assistant to the Chief Advisor, Ministry of Fisheries and Livestock
- Mr. Md. Rezaul Kabir, Secretary, Ministry of Environment and Forests
- Mr. Syed Asad Rahman, Secretary, Ministry of Fisheries and Livestock
- A. K. M. Shamsuddin, Chief Conservator of Forests, Forest Department
- Mr. Md. Rafiqul Islam, Director General, Department of Fisheries
- Dr. Khanzaker Rashidul Haque, Director General, Department of Environment
- Mr. Bob Winterbottom, Chief of Party, IPAC

তারিখ: ২০/৮/০৮
প্রোগ্রাম নং: ৭০৬
বই নং: NSP (IPAC) (PAES) (USAID)
নিম্নলিখিত কর্মসূচী প্রকল্প

তারিখ: ২৩/৮/০৮
✓

০৮



# USAID | BANGLADESH

FROM THE AMERICAN PEOPLE

**MEMORANDUM**

From: *Azharul Mazumder*  
 Azharul Mazumder, Environment Team Leader and CTO, IPAC

To: Mr. Bob Winterbottom, COP, IPAC

Subject: Drafting of the Technical Assistance Project Proposal (TAPP)

Reference: Meeting with Mr. Qamar Munir, Joint Secretary (Development), Ministry of Environment and Forest (MOEF) on June 8, 2008

Date: August 3, 2008

A meeting was held on June 8, 2008 at the MOEF under the chairmanship of Mr. Qamar Munir, Joint Secretary (Development) to discuss the Integrated Protected Area Co-management (IPAC) project. I attended the meeting as the USAID representative. The meeting was also attended by Ms. Dilruba Yasmin, Deputy Chief (Planning), MOEF, the Deputy Chief Conservator of Forests Mr. M. A. Motaleb and Conservator of Forests Mr. Ishtiaque U. Ahmad (also the Project Director, Nishorgo Support Project).

I updated the Joint Secretary on the mobilization of the IPAC technical assistance contractor. The Joint Secretary suggested that a TPP for the IPAC preparatory phase should be urgently prepared and submitted for MOEF's approval to abide by the GOB project approval procedures. As and when the work plan is completed and the site selection for IPAC implementation is finalized, a Development Project Proforma (DPP) would be prepared in due course. I request you to help the MOEF prepare a TPP.

For the sake of prompt approval by the GOB to start mobilization of the IPAC project and to provide for a bridge till the formal approval and execution of the DPP, it was advised in the meeting that preparation of the TPP within the MOEF approval ceiling would be prudent. You may wish to consult with the FD and clarify issues, if any, should this course of action is applied by the GOB.

Since IPAC will work with two line ministries, the MOEF and the Ministry of Fisheries and Livestock (MOFL), it was suggested that USAID should contact the Economic Relations Division to help establish the Steering Committee for IPAC. The Steering Committee will help define the coordination mechanism between the two ministries. Meanwhile, the Forest Department will work with the IPAC team to help prepare the TAPP for the preparatory phase.

Thank you.

Cc:

- Mr. Qamar Munir Joint Secretary (Development), MOEF

U.S. Agency for International Development  
 U.S. Embassy  
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 Dhaka-1212, Bangladesh

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- Mr. A. K. M. Shamsuddin, Chief Conservator of Forests, Forest Department
- Mr. Rafiqul Islam, Director General, Department of Fisheries
- Dr. Khandaker Rashidul Huq, Director General, Department of Environment
- Ms. Anne Williams, Director, Economic Growth Office, USAID/Bangladesh







অতি জরুরী  
বিশেষ বাহক মারফত

গণপ্রজাতন্ত্রী বাংলাদেশ সরকার  
পরিকল্পনা বিভাগ  
এনইসি-একনেক ও সমন্বয় অনুবিভাগ  
একনেক শাখা-১  
শেরে বাংলা নগর, ঢাকা।

১০/১০/১০

১০/১০/১০

নং - ২০.৮১১.০১৪.৩৫.০০.০৩৯.২০০৯-২০১০-১৮৩

তারিখ: ০৫/১০/২০১০

বিষয় : "Integrated Protected Area Co-management (IPAC)-Nishorgo" শীর্ষক প্রকল্পের  
অনুমোদন প্রসঙ্গে।

সূত্র : ১। নং - ২০.৮১১.০১৪.৩৫.০০.০৩৯.২০০৯-২০১০-৭২, তারিখ: ০১/০৭/২০১০

২। কৃষি, পানি সম্পদ ও পল্লী প্রতিষ্ঠান বিভাগের স্মারক নং-পক/কৃষি/বমপ(বন)-৪৬/২০০৯(অংশ-  
১)/১৮১, তারিখ: ০৫-০৯-২০১০

উপর্যুক্ত বিষয় ও সূত্রের প্রেক্ষিতে নির্দেশক্রমে জানানো যাচ্ছে যে, "Integrated Protected Area  
Co-management (IPAC)-Nishorgo" শীর্ষক প্রকল্পটি গত ০৮/০৬/২০১০ তারিখে অনুষ্ঠিত একনেক  
বৈঠকে অনুমোদিত হয়েছে। প্রকল্পটির মোট প্রাক্কলিত ব্যয় ৬১০৬.৮৮৪০ লক্ষ (একষষ্টি কোটি ছয় লক্ষ আটশা  
হাজার চারশত) টাকা। এর মধ্যে জিওবি ১৭২০.৯৫৬০ লক্ষ টাকা এবং প্রকল্প সাহায্য ৪৩৮৫.৯২৮০ লক্ষ  
টাকা।

২। প্রকল্পটির অনুমোদিত বাস্তবায়ন মেয়াদকাল জুলাই, ২০১০ হতে জুন, ২০১৩ পর্যন্ত।

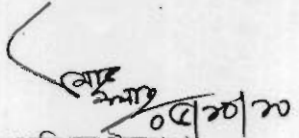
৩। প্রকল্পটির অনুমোদিত আইটেম ও আইটেমওয়ারী ব্যয় বিভাজন নিম্নরূপ : (লক্ষ টাকায়)

ক্রমিক	অংগের বিবরণ	পরিমাণ	ব্যয়
<b>Revenue Component</b>			
1.	Pay of Officers	38 Person	203.128
2.	Pay of Establishment	188 Person	399.962
3.	Allowances	226 Person	515.478
4.	Supply & Service		3373.949
5.	Repairs & Maintenance and Rehabilitation		38.039
6.	Grants Allocation		50.00
	<b>Sub-total (Revenue Component)</b>		<b>4580.556</b>
<b>Capital component</b>			
7.	Asset Collection & Purchase		1144.102
8.	Civil Works		372.348
9.	CD/VAT		4.878
	<b>Sub-total (Capital component)</b>		<b>1521.328</b>
10.	Physical Contingency		2.000
11.	Price Contingency		3.000
	<b>Grand Total:</b>		<b>6106.884</b>

ACC (DP)

চলমান পাতা/২

৪। অনুমোদিত ডিপিপি (প্রত্যেক পাতায় স্বাক্ষরিত) এক প্রস্থ এতদসঙ্গে পরবর্তী ব্যবস্থা গ্রহণের জন্য সংযোজিত হলো।

  
(মোঃ জাহিরুল ইসলাম)  
সহকারী প্রধান  
ফোন : ৮১৩০৪২৩  
E-mail: ketty2911@yahoo.com

সচিব,  
পরিবেশ ও বন মন্ত্রণালয়  
বাংলাদেশ সচিবালয়, ঢাকা।

সদয় অবগতি ও প্রয়োজনীয় ব্যবস্থা গ্রহণের জন্য অনুলিপি :

- ১। সদস্য, কৃষি, পানিসম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ, পরিকল্পনা কমিশন, শেরে বাংলা নগর, ঢাকা।
- ২। সদস্য, কার্যক্রম বিভাগ, পরিকল্পনা কমিশন, শেরে বাংলা নগর, ঢাকা।
- ৩। সদস্য, সাধারণ অর্থনীতি বিভাগ, পরিকল্পনা কমিশন, শেরে বাংলা নগর, ঢাকা।
- ৪। সচিব, অর্থ বিভাগ, অর্থ মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৫। সচিব, সংস্থাপন মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৬। সচিব, বাস্তবায়ন পরিবীক্ষণ ও মূল্যায়ন বিভাগ, শেরে বাংলা নগর, ঢাকা।
- ৭। বিভাগ প্রধান, কৃষি, পানিসম্পদ ও পল্লী প্রতিষ্ঠান বিভাগ, পরিকল্পনা কমিশন, শেরে বাংলা নগর, ঢাকা।
- ৮। প্রধান বন সংরক্ষক, বন অধিদপ্তর, শেরে বাংলা নগর, ঢাকা।
- ৯। প্রধান হিসাবরক্ষণ কর্মকর্তা, পরিবেশ ও বন মন্ত্রণালয়, সচিবালয় ভবন, ৩য় ফেইজ, ৫ম তলা, সেকেন্ডারিগিটা, ঢাকা।

সদয় অবগতির জন্য অনুলিপি :

- ১। মাননীয় পরিকল্পনা মন্ত্রীর একান্ত সচিব, পরিকল্পনা মন্ত্রণালয়, শেরে বাংলা নগর, ঢাকা।
- ২। সচিব মহোদয়ের একান্ত সচিব, পরিকল্পনা বিভাগ, শেরে বাংলা নগর, ঢাকা।
- ৩। যুগ্ম-প্রধান মহোদয়ের ব্যক্তিগত কর্মকর্তা, এনইসি-একনেক ও সমন্বয় অনুবিভাগ, শেরে বাংলা নগর, ঢাকা।