

## **4. Mobilization of Resources and Progress (Physical & Financial)**

Mobilization of resources and personnel for implementation of the Mymensingh Strategic Development Planning (MSDP) project is very important for Urban Development Directorate (UDD). The common practice in any government organization for implementing planning project in particular, is appointing consultants / consulting firms who will conduct all project activities under the specific scope of Terms of References (ToR). But, for this project, UDD personnel will do every supervisory and planning related works except the physical feature survey and its related works at Mymensingh.

### **4.1 Human Resource Mobilization**

For above reason, it is necessary to deploy the UDD officers and technical staffs at Mymensingh periodically according to the government rules and regulations. For the monitoring and planning/designing of survey and planning purposes, concern portion of the team (as and when necessary) will travel to and stay at Mymensingh Town. That is why it is necessary for selecting physically qualified and highly motivated strong team members from existing UDD personnel. The outstanding feature of this project lies in its research based nature. For the first time, the 3-Dimensional information is going to be incorporated in the ecologically oriented urban planning process in Bangladesh. From urban sociological point of view, the historical evolution process of urban social-space at Mymensingh paurashava area which is 400 years old will be addressed properly. Considering its complex socio-economic and political process, it is decided to materialize the project under direct supervision of Deputy Director (Research & Co-ordination) wing of UDD.

UDD is the only government organization in Bangladesh, having highest number of qualified planners. According to the organizational set-up, there are 22 professional planners and 194 support staffs in UDD. After careful justification and evaluation of proposed working schedule of the project, seventy-two (72) members have been selected and approved by authority in five different team formations for the successful completion of the project. Detailed team formation can be found in annex-4.1 and the number of the personnel is described in table- 4.1 below.

Table-4.1: UDD Team Formation for the Project

S/N.	Team Formation	Total Personnel
1	Project Management Team	03
2	Monitoring Team during survey period	11
3	GIS Database Management Team for project	13
4	Physical Planning Team during planning period	25
5	Social Planning Team during planning period	20
6	Total Team member	72

After signing of the MoU on last 21<sup>st</sup> march, 2011; the entire project team has organized several meetings within themselves and also with the authority of UDD. The list of meetings is summarized in the table-4.2 below.

Table-4.2: List of different meetings held for the project in UDD office.

S/N	Subject	Date	Decisions taken	Comments
1	Meeting on Administrative & Financial matters.	03/05/2011	Respective work-load will be accomplished as per the committee formed by the Director, UDD	Annex-4.2
2	Meeting within the project personnel for working strategic matters	08/05/2011	Discussion on the overall working procedures for the completion of the project.	Annex-4.3
3	Meeting within the Social development committee.	09/06/2011	Decision regarding the frame-work on the questionnaire of the socio-economic survey.	Annex-4.4
4	Meeting on the preparation of the Inception Report.	08/09/2011	Work-load has been distributed and one presentation on frame work of Inception Report finalized	Annex-4.5

#### 4.2 Reconnaissance Survey at MSDP (2011-2031) Area:

After the first meeting in UDD, Project Management Team (PMT) visited the Mymensingh Town and its surrounding potential unions for better understanding of the present urban growth pattern. The Project Management Team (PMT) successfully organized three different important meetings with the influential stakeholders of this MSDP project area. **Mr. Lokman Hossain Miah, the Deputy**

**Commissioner (DC) of Mymensingh Town**, along with his other high officials has agreed to extend the necessary administrative and institutional support as and when required by the Project Team. **Mr. Ekramul Haq Titu, Honorable Mayor of Mymensingh Paurashava**, also welcomed the project team and asked his concerned planner of the paurashava to work with the project team as and when necessary.

It is clear from the opinions of the stakeholders that Mymensingh Strategic Development Planning (MSDP) area is very much vulnerable to the different type of disaster and earth quake in particular. They are also very much concern about the unplanned growth of the municipality Town and its surrounding area. The detailed description has given in the table-4.3 below.

Table-4.3: List of different meetings held the visit at Mymensingh.

S/N	Subject	Date	Comments
1	Reconnaissance Survey (Dawn to Dusk)	21/06/2011- 22/06/2011	A 02-day field visit by project Management Team
2	Meeting with Deputy Commissioner (DC), Mr. Lokman Hossain Miah	23/06/2011 (10:00-11:00 hrs)	He has welcomed the project & will extend his help as and when necessary.
3	Meeting with Registrar, Bangladesh Agricultural University, Mymensingh	23/06/2011 (12:00-13:00 hrs)	Due to the emergency meeting of the Registrar, the meeting was held with his responsible officers.
4	Meeting with Honorable Mayor, Mymensingh Paurashava, Mr. Ekramul	23/06/2011 (14:00-15:00hrs)	He has welcomed the project & will extend his help as and when necessary.

### 4.3 Capacity Building of Project Team (HR)

Apart from the series of administrative & organizational meetings and Reconnaissance Survey at Mymensingh, four (04) number of Capacity Building Training sessions have organized and eight (08) officers from the project team member participated in those trainings. For better understanding of the complexity of

this type of project, three officers (03) of project team were trained on “**Microsoft Project**” to deal with the proper management of project. One officer (01) of the team was trained on “**Rain Water Harvesting Technique**” which will be very much applicable for the water-budgeting of the Mymensingh town. And, obviously, training on “**Basic GIS & GPS**” database management is the prime concern of the project team to handle the huge information which is going to be generated in survey and planning period. Four (04) key officers were trained on this basic GIS & GPS issue. Detailed of the training sessions are summarized in table-4.4 below.

Table-4.4: List of different training organized for the project in UDD office.

S/N	Subject	Date	Officers	Comments
1	Training on “Microsoft Project” by Planning Academy.	08/05/2011- 17/05/2011	03	Impact on project administration, financial and management system.
2	Training on “Rain-Water Harvesting” by Water-Aid.	08/08/2011- 12/08/2011	01	Impact on climate change and water- budgeting for Mymensingh Town.
3	Training on “Basic GIS & GPS” by CDMP.	10/07/2011- 14/07/2011	02	Impact on data-base management of the project.
4	Training on “Basic GIS & GPS” by CDMP.	24/07/2011- 28/07/2011	02	Impact on data-base management of the project.

#### 4.4 Procurement of Goods for the Project

The procurement of necessary goods for the project is also very important part for successful implementation of the project for next 24 months at Dhaka and Mymensingh. According to the financial agreement between UDD and CDMP II, a reasonable number of computers for GIS laboratory and training room of UDD, necessary stationary and consumable goods for the project have been procured by the Project team. The completed and on-going procurement details of the MSDP project are summarized in the table-4.5 below.

Table-4.5: Procurement details and status of the MSDP project.

Sl No	Description	Status	Notice Date	Recd. Date	Eval. Date	Work order Date	Goods Received Date	Payment date
1	Six Sets Desk Top Computer & Two Sets Lap Top Computer	Completed (100%)	12/05/11	22/05/11	22/05/11	19/06/11	26/06/11	17/08/11
2	Stationery Goods	Completed (100%)	19/05/11	29/05/11	29/05/11	10/07//11	14/07/11	17/08/11
3	GIS Lab & Training Room Purpose electrical , electronic & computer Goods	Completed (100%)	26/06/11	03/07/11	03/07/11	04/08/11	11/08/11	11/09/11
4	Web Hosting	On-going (30%)	25/09/11	05/10/11	05/10/11	10/10/11	25/10/11	30/10/11
5	Networking LAN	On-going (30%)	25/09/11	05/10/11	05/10/11	10/10/11	25/10/11	30/10/11
6	Up-gradation and furnishing of existing training room & GIS LAB.	On-going (30%)	25/09/11	05/10/11	05/10/11	10/10/11	25/10/11	30/10/11
7	Scanner (OTM)	On-going (30%)	28/09/11	16/10/11	23/10/11	30/10/11	20/12/11	28/12/11

From the above table, first major three items (s/n. 1, 2&3) has been procured which is 44.08% (financial progress) of the total procurement plan of the project. Rest three items (s/n. 4, 5, 6) of the table will be procured within the month of October, 2011. Only the item no 7, named scanner, will require more time due to Open-Tender-Method (OTM) which hopefully be completed within December, 2011. On the other hand, the physical progress of the procurement plan will be achieved within above mentioned time. It may be concluded from above table-4.5 that physical progress has already been achieved around more or less 60 % of the target. Project team of UDD is working hard for up-gradation and furnishing of training room and GIS Lab. It is expected by the project team that the entire computer hardware and relevant software will hand over to UDD office by CDMP-II authority soon.

Figure-4.1: Some glimpse of meetings at MSDP project area:



Meeting with DC, Mymensingh



Meeting with Mayor, Mymensingh



Figure-4.1: Some glimpse of from the MSDP project area:



Historical Buildings, Mymensingh



Traffic and Icon, Mymensingh



Administrative Buildings, Mymensingh