

**MINUTES OF THE 6<sup>th</sup> MEETING OF THE STEERING COMMITTEE FOR THE SUSTAINABLE DEVELOPMENT NETWORKING PROGRAMME (SDNP) HELD ON MARCH 27, 2003.**

A meeting of the Steering Committee for the Sustainable Development Networking Programme (SDNP) was held on March 27, 2003. Prof. Jamilur Reza Choudhury, Chairperson, SDNP Steering Committee presided.

The following members of the Steering Committee were present:

1. Mr. Sabihuddin Ahmed, NDP, SEMP and Secretary, MoEF  
*Member, SDNP Steering Committee*
2. Dr. Quazi Shahabuddin, DG, BIDS  
*Member, SDNP Steering Committee*
3. Mr. S.M. Al-Hussainy, Ex-Chairman, Public Service Commission  
*Member, SDNP Steering Committee*
4. Mr. SASM Taifur, PD, SISF  
(Representative of Secretary, Planning Division,  
Member, SDNP Steering Committee)
5. Dr. M. Asaduzzaman, PD, SDNP  
*Member-Secretary, SDNP Steering Committee*
6. Dr. Babar Kabir, PC, SEMP, PMU  
*Member, SDNP Steering Committee*
7. Dr. M. Aminul Islam, SDA, UNDP  
(Representative of UNDP),  
*Member, SDNP Steering Committee*
8. Mr. Quamrul Islam Chowdhury, Chairman, FEJB  
*Member, SDNP Steering Committee*
9. Mr. S.M. Iqbal, MD, ISN  
(Representative of ISP Forum),  
*Member, SDNP Steering Committee.*

In addition, Mr. Saleh Khan, UNDP attended as an observer.

The Chairperson welcomed the members to the meeting. The discussions and recommendations by the Steering Committee are described below:

**6.1 Approval of Minutes of the 5<sup>th</sup> Meeting of the Steering Committee**

Upon request from the Chair, PD, SDNP presented a brief on the minutes of the 5<sup>th</sup> Steering Committee Meeting (see attachment A), which had been circulated among all members.

The minutes of the last meeting of the Steering Committee were approved.

## **6.2 Follow-up of the decisions of the 5<sup>th</sup> Meeting**

The PD, SDNP presented a report (see attachment B) on the follow-up of the minutes of the 5th meeting.

- 6.2.1 Revision of the PIP:- The PIP will be revised on the basis of the approved recommendations of the mid-term evaluation report.
- 6.2.2 Finalize the TOR of mid-term evaluation team:- The ToR was finalized and the UNDP Technical Evaluation Mission visited from February 22 to February 27, 2003. The Mission already submitted the draft recommendations and the Mission report.
- 6.2.3 Inauguration of Mymensingh regional node:- The Mymensingh regional node was inaugurated on January 12, 2003. A sustainability plan is in preparatory stage. The sub-nodes had been in operation since December 2002.
- 6.2.4 Training of SDNP and BIDS Staff:- Due to non-availability of sessions at BASE, the training programme has been delayed and the project is looking for other institutes providing similar training programmes.
- 6.2.5 Main server's connectivity to Internet:- The NPD was briefed on the Multi Channel Per Carrier (MCPC) earth satellite technology as per the recommendation of the last Steering Committee meeting. The main server will be needed to connect through a VSAT link, to make communication with the three regional hubs of pipeline pilot-2 as indicated in the UNDP HQ Mission recommendation. Requisition of equipment will be submitted to NPD immediately after the approval of the pilot projects.
- 6.2.6 Sustainability and Business Plan:- A consultant (sustainability and business plan) will be engaged as per the recommendations of the mission.
- 6.2.7 Establishment of more PACs/CACs:- Work in progress to establish more PACs/CACs in and around Dhaka, with provision to reach the remote area, where conventional communication is not possible. Their establishment will now depend on the approval of proposals developed according to the recommendation of the mission.
- 6.2.8 Visit to successful SDNP:- The PD and PC requested that approval be given in principle for a visit sometime during the third quarter of the year to oversee one or two SDNPs (one in transition and one at independent stage).
- 6.2.9 More connectivity for Press Clubs: Jessore Press Club has been connected to SDNBD server. Barisal, Panchagar, Cox's Bazar Press Clubs will be connected within a short time in consultation with the Jatiyo Press Club.
- 6.2.10 Collaboration with the Red Crescent: A meeting with the Director, Cyclone Preparedness Programme (CPP), Bangladesh Red Crescent Society was held this month. This collaboration work is expected to be carried out in accordance to the proposed pilot project 2, " Ensuring community access to public information, e-services and disaster preparedness at the coastal belt of Bangladesh".
- 6.2.11 Collaboration with Public Library: The National Public Library at Dhaka has been connected with SDNBD server. Further collaboration work under review.
- 6.2.12 Other Collaboration towards sustainability:- Work in progress with BRRI, BARI, Gonoshayastha and others.

- 6.2.13 Exit Strategy:- The draft exit strategy and plan will be processed as per approved recommendation of the evaluation mission.
- 6.2.14 Additional manpower to SDI:- Two positions (Regional Accounts Assistant) were recruited as per the provision of the BIDS.
- 6.2.15 School Programme:- First lead school in Jessore for the south-western region was launched on March 13, 2003.
- 6.2.16 Miscellaneous:- The project made contact with the Secretary, MoS & ICT to co-opt a representative from the Secretariat.

### **6.3 Review and approval of the UNDP HQ Mission Report**

- 6.3.1 Main Findings and Recommendations:- The findings and recommendations were discussed in detail (circulated to all members before the meeting). However, to offer the opportunity to further review the same and come up with any suggestions, the meeting suggested that the members will forward their comments to the Project Coordinator by email ([hakik@sdnbd.org](mailto:hakik@sdnbd.org)) by April 5, 2003. These comments will be discussed in the 7<sup>th</sup> meeting of the Steering Committee on the 9<sup>th</sup> of April 2003.

- 6.3.1.1 Recommendation on the guideline for exit strategy beyond the project:- The draft exit strategy and plan will be processed as per approved recommendation of the evaluation mission.

- 6.3.2 Recommendations for pilot projects:- The PC, SDNP presented the following three pilot projects:

Pilot1: **Development of a Millennium Development Goals Portal in Local language**

Pilot2: **Ensuring community access to public information, e-services and disaster preparedness at the coastal belt of Bangladesh**

Pilot3: **Routing of internal e-mail traffic within the country**

- 6.3.2.1 Prioritize pipeline projects:- The pilots may be prioritized in the above mentioned phases as per recommendation of the UNDP HQ Mission.

- 6.3.2.2 Tentative implementation plan:- It was decided that the PC, SDNP will prepare draft proposals as per the guideline of UNDP and submit to the 7<sup>th</sup> Steering Committee meeting, which will be held on April 9, 2003. The project should launch at least three pilot projects within the next 6 months and the process should start within the next 3 months. In accordance, the requisition of equipment will be sent to the NPD for necessary approval.

Furthermore, another pilot (50,000 USD) project was suggested in the meeting to put forms which are required by various government and semi-government agencies, e.g., for accessing various services, filing returns, or requesting permits/licenses in SDNBD site for free download. The meeting suggested that Department of Environment (DoE) may be taken as the pilot organization for this project

### **6.4 Decisions Taken**

- 6.4.1 Revision of the PIP:- As per PMU's advice, the meeting recommended to include additional fund (under 21.04) to support SIAs with necessary link and include the same in the revised PIP.
- 6.4.2 Inauguration of Central node and other sub-nodes:- Salna sub-node may be inaugurated during a future workshop, while the central node may be inaugurated at an early date after obtaining the ISP code.

- 6.4.3 Training of SDNP and BIDS Staff:- As per recommendation of the UN Mission, SDNBD database has been in the process of shifting to an open source software, MySQL. Due to this reason, training on ORACLE at BASE was postponed. The project should search for a prime organization, expert in providing training in OSS, as per requirement and this may be approved by the PD.
- 6.4.4 Main server's connectivity to Internet through VSAT:- The main server will be connected through independent VSAT link with the launching of the proposed pilot-2 project.
- 6.4.5 Sustainability and Business Plan:- A consultant (sustainability and business plan) need to be engaged to prepare the sustainability plan and the business plan based upon the proposed exit strategy as per the provision of the project. This may be discussed further in the 7<sup>th</sup> meeting.
- 6.4.6 Visit to successful SDNP:- The committee in principle agreed for a visit of the PD and PC sometime during the third quarter of the year to oversee one or two SDNPs (one in transition and one at independent stage), in a single journey.
- 6.4.7 More connectivity for Press Clubs: Barisal, Panchagar, Cox's Bazar Press Clubs may be connected at an early date in consultation with the Jatiyo Press Club.
- 6.4.8 Collaboration with the Red Crescent: Bangladesh Red Crescent Society (BDRCS) may be taken as a partner in the pilot project 2. Emphasis was given to include grass root level NGOs working in the project area. The ability of the telecommunication infrastructure (particularly the towers) to withstand extreme wind loads during cyclones should also be taken into account.
- 6.4.9 Engagement of support staff for Virtual Library Information System:- A support staff may be recruited on a temporary basis, to complete the work under the Virtual Library Information System of SDNBD.
- 6.4.10 Support Staff to Mymensingh Regional Node:- A support staff responsible for routine maintenance of the regional server at BAU may be recruited. The PD will finalize the ToR in concurrence with the Chair of the committee. For emergency maintenance, SDNBD team will provide support as and when necessary.

## **6.5 Miscellaneous**

- 6.5.1 Extension of the Mymensingh link to reach local community service centres:- Existing Mymensingh link may be utilized to reach the local thana level for various types of community services. The project may include some additional computers to be distributed for providing such services.

As there were no other issues, the Chairperson thanked every body present and concluded the meeting.

**Prof. Jamilur Reza Choudhury**  
**Chairperson**