

**Minutes of 4th meeting of Project Steering Committee (PSC) for
Sindh Water Sector Improvement Project Phase-I (WSIP-I)
Held on November 08, 2008**

List of the participants is attached at Annex-A

The meeting was held under the Chairmanship of Additional Chief Secretary (Dev) P&D. The Chair welcomed the participants of the meeting and stated that despite taking all possible efforts the Project Implementation Progress is very slow the recruitment process of Project staff has not been completed and even we have not been able to appoint the Project Director of the Project as yet. He further stated that the World Bank Mission is visiting during the month and it would be very embarrassing for the GoSindh. In this regard new MD SIDA was directed to take all possible measures to get Project on faster track

2. Mr. Zahid Hussain Bhurgari, the representative of Farmers Organization (FO) / member of the Committee, welcoming the new MD SIDA stated that by making the change he hoped that the things will improve. The Secretary IPD assured full support of Irrigation and Power Department to MD SIDA to get the Project implementation improved. Appreciating work done by previous MD SIDA (*Mr. Muhammad Hashim Leghari*), the Chair stated that due to lack of coordination between SIDA and IPD, the performance of SIDA was not up to the mark; however, lot of work has been done on social mobilization activities particularly involvement of farming community in the reforms process during the period of previous MD SIDA. He hoped that new MD SIDA will continue this good work. Chair further urged that close liaison / coordination should be made between all Project partners so that the pace of the Project activities would further be accelerated.

3. With permission from the Chair, the meeting further proceeded in accordance with the agenda of the meeting as under:

Item # 1: Confirmation of the minutes of second meeting of the Committee:

4. The forum was informed that the minutes of 3rd meeting of Steering Committee held on August 27, 2007 were circulated to all concerned departments/agencies and participants of the meeting. Comments from SIDA were received and responded accordingly. No comments received from any other quarter. The Chair, however, enquired from all the participants for any comments. All participants agreed with the minutes of previous meeting.

Decision: *Minutes of previous (3rd) meeting were confirmed.*

Item # 2: Implementation Status of Project activities and overview on compliance status of decisions of 3rd meeting of the Committee:

3. It was informed that under the Project, there are five main components to be implemented by the project partners. The forum was apprised the updated implementation status of component activities. The record of discussions and decisions are as under:

Component-A: Community Development and Capacity Building of SIDA, AWBs and FOs:

i) **Appointment of Project staff for SIDA, AWBs and FOs:** It was informed that all ground work for selection of staff in SIDA including Project Director WSIP has been completed. Interview for selection of Project Director WSIP has been scheduled on November 17 and 18, 2008.

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It was further informed that the selection process for other staff of SIDA would be started by PMC/A as soon as SIDA will provide CVs to PMC/A received by SIDA on response of EOI appeared in newspapers. On the suggestion of the Committee, it was agreed that instead of appointment of all staff at once in SIDA, appointments will be made on need basis.

The Secretary IPD suggested that before deployment of SIDA staff, Chairman SIDA may be taken on board, because it was not done previously. On the suggestion of Secretary IPD, it was further agreed that SIDA should move a reference to get the SIDA secretariat staff from non development budget.

Regarding approval of Chief Minister for appointment of project staff, the representative of Finance Department, GoSindh stated that there was no embargo on the recruitment of staff of development project offices and there was no specific need for CM's approval for approved development projects but it was directed by the Chair that CM was to be kept on board in all cases of importance which includes recruitment.

The Chair stated that he visited SIDA Secretariat during the month of September 2008 at around 9:15 in morning, but it was surprising to note that no officer was present in the office despite the fact that office time was 8:00 am, even office condition was very dirty meaning by the cleaning staff also had not arrived. In this regard he directed MD SIDA to ensure the presence and availability of all staff in office on time and take strict action against the defaulter and keep the office neat and clean.

Decisions:

- a) ***MD SIDA will prepare staffing plan for recruitment of SIDA staff under the Project on need basis and to apprise role of PMC/A in the selection of SIDA staff including appointment of PD, WSIP to Chairman SIDA within two days and convey to PMC/A immediately.***
- b) ***PMC/A to complete the process of selection of PD WSIP as per their role and will start the selection process for key staff as soon as CVs received from SIDA.***
- c) ***MD SIDA to move a reference to get the SIDA secretariat staff financed through non development budget.***
- d) ***MD SIDA should maintain the staff punctuality and efficiency and take strict and necessary action against the inefficient staff.***

ii) Trainings/awareness campaign:

The position was apprised to the forum in light of working paper and following decisions were taken:

Decisions:

- a) ***SIDA will get the Cell functional in all respects by December 2008 by providing all assets including vehicles, computer, audiovisual, equipments and furniture etc provided to SIDA for training Cell through previous project (NDP) and submit report to PCMU by December 20, 2008.***
- b) ***SIDA will furnish draft EOI to PMC/A within three days to get the trainings outsourced through firms/institutes/NGOs etc.***

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- c) *SIDA to explore possibility without further delay of establishing a radio station/or broadcasting information on local radio FM band as decided in previous meeting.*
- d) *SIDA to take action on the proposal to carry out activity plan for gender mainstreaming and women empowerment without further delay.*

Component-B: Improvement of Irrigation and Drainage System: *It includes improvement of 7 main canals (824 KM); 28 Branch Canals (981 KM); 170 distributaries/Minors (1802 KM) and drainage for 200,000 ha.*

4. It was informed that the procurement process is in final stage of appointment of Project Implementation Consultants (PICs). According to the road map consultants will be on board by Jan 2009. MD SIDA informed that they are preparing a Work Plan on the need assessment and prioritize the works to be carried out under the Project -- particularly the plan for the first year Program -- in consultation with farmers community. The Chair directed that AWBs may be involved and consulted in the process. Secretary IPD suggested to undertake the work for lining of channels under WSIP project. In this regard it was agreed that matter may be discussed with the discuss with the World Bank Mission for lining of channels under WSIP-I Project

Decisions:

- a) *SIDA will complete the assignment of need assessment and priority works as per target date i.e. December 20, 2008 before arrival of PIC. PMC/A will review the 1st year program prepared by SIDA and to convey their views/comments, if any.*
- b) *Issue for lining of Channels to be undertaken through WSIP Project may be discussed with the World Bank Mission.*

Component-C: Management Plans for Major I&D Infrastructure:

Preparation of studies for rehabilitation of Barrages: The issue was discussed again and the Secretary IPD made it clear that presently some studies are already underway and IPD is not in position to take action on the matter. On a question raised regarding time frame, secretary IPD stated that matter may be kept pending for time being at least for 2 years.

Regarding **strengthening the office of Secretary IPD** by providing professional staff, equipments etc, it was agreed that IPD will initiate the process in consultation with PCMU and PMC/A.

Preparation of Regional Master Plan to deal with Floods and Drainage issues on the Left Bank of Indus River and designing measure for improvement of the Indus Delta and the Coastal Zone: The forum noted delay in the action by SIDA. In this regard it was decided that instead of in addition to making correspondence with PMC/A, SIDA may sit with PMC/A to get the TORs finalized and proceed further. SIDA was asked to involve IPD in the process of preparation of TORs.

Decision:

- a) *IPD will take action for strengthening the office of Secretary IPD as per provision in the PC-I of the Project in consultation with PCMU and PMC/A.*
- b) *SIDA will finalize the TORs for Master Plan without further delay and proceed further. IPD may be involved in the process of preparation/finalization of TORs.*

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Component-D: Project Monitoring, Evaluation and Supervision of Environmental Management Plan:

6. Forum was informed that the procurement process for consultancy of Monitoring & Evaluation (M&E) is in final stage. According to the road map contract agreement with selected firm would be signed during month of Jan 2009.

7. The rep. of SIDA pointed out the issue regarding continuation of LBOD monitoring under WSIP Project. The Chair directed that SIDA, PCMU and PMC/A will sit together and submit proposal for further process of action. The representative of FOs also pointed out the disposal of Sugar Mill waste without treatment and requested for action against the mill owners as per law. The Secretary, Environment Department, GoSindh, stated that necessary actions are being undertaken against sugar mills who are violating the law. Notices will be issued (by Nov. 10, 2008) before taking legal action against them.

Decisions: *SIDA, PCMU and PMC/A will sit together to discuss the issue regarding continuation of LBOD monitoring and submit proposal for further process of action.*

SEPA will issues the notices to sugar Mills on Nov. 10, 2008 who are violating the Law before taking legal action against them.

Component-E: Project Coordination, Monitoring, Technical Assistance and Training:

- i) Process for selection of PCMU staff from market has been completed by PMC/A. Project Coordinator has been appointed; whereas approval of other key staff will receive shortly.
- ii) Action regarding establishment of complaint handling system in SIDA through helpline telephone system *by using 0800 phone facility has been initiated and it will be made functional within two week's time.*
- iii) It was informed that the GoSindh signed the Contract Agreement with Food & Agriculture Organization (FAO) and team is on board from April 2008 and has started their assignments for procurement of consultancy services and project staff as per agreement. The process has been initiated for recruitment of company/firm for designing/creation of website. EOI appeared in newspapers on August 8, 2008 and evaluation process is under way. In the meantime website of SIDA is being used for the purpose and information on procurement is displayed on SIDA website i.e. www.sida.org.pk

Decisions:

- i) *PCMU to pursue with Government to get the approval for appointment of key staff in PCMU*
- ii) *SIDA to make the complaint handling system functional within two week's time through helpline telephone system by using 0800 phone facility.*

Item # 3: Preparation of Quarterly Progress Report of the Project Implementation

8. As per Project documents, SIDA, PCMU and PMC/A have to prepare /submit quarterly reports in an appropriate format to GoSindh, SIDA Board, P&D, PSC and the Bank not later than three weeks after the end of each quarter. It was apprised to the forum that PMC/A in consultation with PCMU has prepared quarterly progress report up to September 2008.

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Copy of the report was attached with the working paper for perusal of Committee. Committee appreciated efforts of PMC/A and PCMU and SIDA was directed to prepare report on their part and provide to PCMU for consolidation.

Decision: *SIDA to prepare progress report on their part and provide to PCMU for consolidation.*

9. Before ending the meeting, following points/issues were raised by the participants of the meeting and discussed as under:

- i) The Chair expressed dissatisfaction on the performance of SIDA staff and directed ***MD SIDA to carry out performance evaluation of staff of SIDA on regular basis to improve their performance.*** The continuity of their services should be based on their regular performance
- ii) ***MD SIDA being secretary of the SIDA Board to make arrangement for meetings of the SIDA board on regular basis.***
- iii) ACS (DEV) desired to visit AWBs to meet with Board members and Farmers. In this regard ***MD SIDA was directed to make necessary arrangements for visit in consultation with staff officer to ACS and AWBs***
- iv) MD SIDA to take all possible measures to improve the Abiana recovery. On the suggestion of FOs rep. ***it was decided that MD SIDA to form a group of active FOs and provide them all necessary support to get Abiana recovered.***
- v) ***MD SIDA to prepare six monthly activity work Plan in consultation with AWBs and submit it within 15 days.*** Implementation would be monitored on regular monthly basis by PMCA and PCMU. ***PCMU was directed to arrange review meetings with SIDA on regular monthly basis.***

10. The meeting ended with a vote from and to the Chair.

List of the Participants of the 4th meeting of PSC, WSIP held on November 8, 2008

- i. Mr. Nazar Hussain Mahar, Additional Chief Secretary (Dev), P&D Department in Chair
- ii. Mr. Iqbal Xaidi, Special Secretary, Finance Department, GoSindh
- iii. Mr. Shuja Ahmed Junejo, Secretary Irrigation & Power Department, GoSindh
- iv. Mir Hussain Ali Secretary Environment and Alt Energy Department, GoSindh
- v. Mr. Najam-ul-Saqib Siddiqui, Additional Secretary (SGA&C) GoSindh
- vi. Mr. Aslam Ali, Additional Secretary Agriculture Department, GoSindh
- vii. Dr. Salam Memon, Project Coordinator, PCMU P&D, WSIP.
- viii. Mr. Ghulam Abbas Leghari, Managing Director SIDA
- ix. Mr. Qabool Shaikh, Director General, Coastal Development Authority (CDA)
- x. Mr. Riaz Ahmed Wagan, Conservator of Forest, Forest Department, GoSindh
- xi. Mr. Ylli DEDJA, Team Leader, PMC/A
- xii. Mr. Zahid Hussain Bhurgri, FO representative, NCAWB Mirpurkhas
- xiii. Mr. Moula Bux Mirbahar, General Manager Operation, SIDA
- xiv. Dr. Mumtaz Ahmed Suhag, General Manager R&D, SIDA
- xv. Mr. Nazeer Ahmed Memon, Social Development Specialist, SIDA
- xvi. Mr. Faizullah Khatri, Assistant Chief (W&P) P&D Department, GoSindh
- xvii. Mr. Ghulam Murtaza Abro, Assistant Chief (W&P) P&D Department, GoSindh
- xviii. Mr. Ghulam Hyder Qureshi, Sociologist, PCMU, WSIP