

Minutes of the 2nd Meeting of Technical Advisory Committee

Venue	: Mini Conference Room, 7 th Floor, DDM, Dhaka
Date & Time	: 20 September 2022 at 10:00 am
Chairperson	: Netai Chandra Dey Sarker, Director (MIM-C.C) & Project Coordinator, Provati3 Project-DDM Component, Department of Disaster Management
List of Participants	: Annex-1

1. **Objective of the meeting** Review and feedback on Baseline Survey Report by Technical Advisory Committee on Local Flood Warning Information Dissemination System under Promoting Resilience of Vulnerable through Access to Infrastructure, Improved Skills, and Information, DDM Part Component (PROVATi3-DDM Component), Review and Update danger levels of project regions and Selection of the most vulnerable unions in the study area.

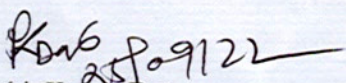
2. Meeting Notes

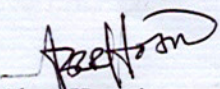
Introduction	
The Chairperson and Project Coordinator of the DDM Component Netai Chandra Dey Sarker, Director (MIM-C.C), Department of Disaster Management, extended a warm welcome to everyone and expressed his appreciation for their participation in this Meeting of the Technical Advisory Committee. Advisory Committee members discussed on Baseline Survey Report and shared their valuable insights on technical issues, gave necessary feedback on the report, co-opt BMD representatives in the committee, Selection of the most vulnerable unions, and Danger Level Consultation Workshop in the project areas. The summary of the discussions, point by point, is as follows:	
Points of Discussion	Discussion and Agreed Action Points
Discussion issue 1: Co-opt BMD representative in the Advisory Committee	<p>Discussion: Co-opt a representative from BMD in the advisory committee as member is proposed.</p> <p>Conclusion and Action points:</p> <ul style="list-style-type: none"> - A representative from BMD will be co-opt as a member in the advisory committee.
Discussion issue 2: Technical Discussions and Inclusion of Feedbacks in the Baseline Report	<p>Discussion: The committee reviewed the baseline survey report and provided suggestions to elaborate, update and include some key points in the report</p> <ul style="list-style-type: none"> -The baseline report should include a glossary for technical hydrological terminology such as criteria of the flood prone area to the report. -The baseline report may include maps of inundation depth of flood water perceived from community response if possible. When creating maps, proper size, depth, and accuracy levels must be maintained. As inundation mapping at the regional scale is a key activity of this project, a comparison between community response and satellite images will ensure the accuracy of flood mapping. - A discussion was held in order to split the occupational diversity section of the report into two separate sections. Gender-wise variation and analysis on IVR as preferred mode of dissemination should be incorporated. -The baseline report should include sector-wise lead time requirement distribution of the respondents. Detailed analysis must be included on the percentage of respondents demanding sector-wise lead time. -A discussion was held over the possibility of presenting the responses from Char and Main Land in the report in two separate

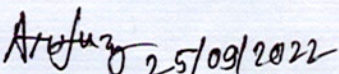
	<p>sections. The people of Char Land and Main Land may have had different experiences with flooding, which may cause differences in their requirements regarding lead time, dissemination medium, etc. A distinct presentation will show a sense of how they compare to one another.</p> <p>-A letter should be issued to Islamic Foundation to involve representatives from mosques in the early warning dissemination process.</p> <p>-LGED has shared the IWFM-Buet project report and necessary datasets will be shared soon.</p> <p>Conclusion and Action points:</p> <p>- A revised version of the baseline report will be submitted incorporating the feedback.</p>
<p>Discussion issue 3: Discussion on selection of the most vulnerable unions</p>	<p>Discussion: Flood-prone, most vulnerable unions were identified through Key Informant Interviews with the PIOs, UP Secretary, DRROs, and UNOs of Kurigram, Gaibandha and Jamalpur districts. They ranked a table of the most susceptible unions, (1-5 scale; 5 for most vulnerable unions) according to the level of vulnerability they had encountered. Output from key person interviews supports necessary information and compiling all these data, a ranking list of 60 most vulnerable unions will be achieved. Each district's Deputy Commissioner shall get a list containing the names and rankings of the most vulnerable unions with scores of 4 and 5. The list will be verified by the Deputy Commissioners, and 60 most vulnerable unions will be chosen by them.</p> <p>Conclusion and Action points: Most Vulnerable Union list should be finalized and validated by Deputy Commissioners.</p>
<p>Discussion issue 4: Discussion on danger level consultation workshop and installation of new gauges</p>	<p>Discussion: A detailed discussion was held with the members of the Technical Advisory Committee for the selection of the place for organizing the danger level consultation workshop and installation of new gauges in the various locations of the project area. According to committee members Sundarganj under Gaibandha district, Sarishabari under Jamalpur district, Roumari and Char Rajibpur under Kurigram district have been selected for organizing consultation meeting to establish new gauges. Provat3-LGED representatives should participate in any other danger level consultation workshop in project region organized by different organizations.</p> <p>Conclusion and Action points: -Consultation meeting on establishment of new gauges should be organized immediately in the selected regions.</p> <p>-After completion of the required consultation meetings, the meeting minutes will be compiled and sent to BWDB through DDM.</p>

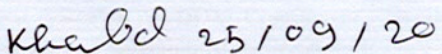
As there was no additional discussion, the chairperson thanked everyone and announced the end of the meeting.

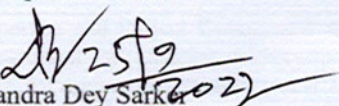
Sign of Advisory Committee Members


25/09/22
Probir Kumar Das
Member Secretary and Deputy Project Coordinator
PROVATi3 Project-DDM Component
Department of Disaster Management
Date: 25 September 2022


Abrar Hossain
Assistant Professor
Department of Disaster Science and Climate Resilience
University of Dhaka
Date: 25 September 2022


25/09/2022
Md. Arifuzzaman Bhuyan
Executive Engineer
Flood Forecasting and Warning Centre
Bangladesh Water Development Board
Date: 25 September 2022


25/09/2022
Md. Khalid Bin Siddique
Hydrologist, Climate Change Expert
Local Government Engineering Department
Date: 25 September 2022


25/09/2022
Netai Chandra Dey Sarkar
Convenor, Project Coordinator and Director (MIM-C.C)
Department of Disaster Management
Date: 25 September 2022