

শেখ হাসিনার মূলনীতি
গ্রাম শহরের উন্নতি

Government of the People's Republic of Bangladesh
Department of Public Health Engineering
Office of the Project Director
Urban Infrastructure Improvement
Preparatory Facility Project.
14, Shahid Captain Monsur Ali Sharani, Dhaka-1000.



Meeting Minutes of the Gender and Development Forum held on 10th April, 2023

Meeting Place : CWIS-FSM Support Cell, DPHE
Chairman of the Meeting : Mr. Md. Shafiquel Hassan, Co-ordinator, Gender & Development Forum, DPHE.
Date : 10th April, 2023
Time : 12:00 PM - 01:15 PM

Mr. Md. Shafiquel Hassan, Co-Chair, CWIS-FSM Support Cell welcome all of the member and give thanks to the member to present in the meeting. After that, the chairperson informed all of the member about the background of the Gender and Development forum. He mentioned that the Gender and Development forum constituted due to the requirement of the development partner, however, DPHE is a leading agency in water supply and sanitation sector, and therefore, DPHE shall lead the gender issues in water supply and sanitation sector. Then, the co-chair invited all of the member for open discussion regarding the gender issues.

Open Discussion:

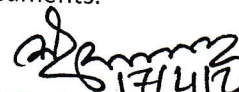
- The Co-Chair informed that the Chief Engineer of DPHE primarily constitute a Gender and Development Forum committee consisting ten members. The main responsibility of the committee is to formulate a draft Gender Equality Strategy and participate in other related training or activities. But, the activities became slow because four committee members can't participate due to their lien/ study leave. Therefore, it is necessary to reconstitute of the committee to perform their activities expediently.
- Mr. Muktadir Harun, Social Development Officer requested to create a resource pool for DPHE for enhancing capacity of different level staff of DPHE on mainstreaming gender at DPHE and in its projects and programs.
- Ms. Dalila Afroze, Executive Engineer suggested to keep a service box in the DPHE main website for the Gender and Development Forum to demonstrate gender related knowledge, all gender-related manuals, modules, IEC, BCC, and other materials and to showcase different activities of the GDF as an archive. She also mentioned to adopt policy for DPHE (due to the organization focused on water supply and sanitation) based on national policy like Women Development Policy-2011 and to establish a gender unit to run all the activities systematically.
- AHM. Khalequr Rahman, Executive engineer, Arsenic Management Division informed that Gender is related to man and woman, therefore, need to ensure their activities instead of fixed certain percentage for woman only. He also mentioned that DPHE need to customized policy.
- The Co-Chair mentioned that a Terms of Reference (TOR) need to develop urgently for the Gender and Development Forum activities.
- Ms. Shaila Shahid added that to ensure effective implementation of the Gender and Development Forum, a Gender Action Plan needs to be developed. To facilitate this, it was suggested that a two-day workshop be conducted outside of Dhaka.

Decision and Action Points:

- The committee will re-constitute to ensure a balanced representation of both males and females in the committee of Gender and Development Forum.
- The TOR for the Gender and Development Forum will be developed by the CWIS-FSM Support Cell.

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- DPHE need to develop a customized policy based on national policy.
- DPHE will finalize gender guideline and gender action plan by organizing a two day-long workshop (outside of Dhaka) by May 2023.
- Meeting participants emphasized to keep a service box in the DPHE main website for the gender and development forum to demonstrate gender related documents.


(Md. Shafiqul Hassan)
Project Director, UIIPF Project.
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Co-ordinator,
Gender & Development Forum, DPHE.

Date-17/4/2023

Memo 46.03.2600.540.99.003.2020-341
Copy forwarded for kind information:

1. Chief Engineer, Department of Public Health Engineering, Dhaka.
2. Additional Chief Engineer (Planning), DPHE, Dhaka.


(Md. Shafiqul Hassan)
Project Director, UIIPF Project.
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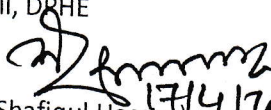
Co-ordinator,
Gender & Development Forum, DPHE.

Date-17/4/2023

Memo 46.03.2600.540.99.003.2020-341

Distribution (not according to seniority):

1. Ehteshamul Rasel Khan, Superintend Engineer, Feasibility Study and Design Circle, DPHE
2. Md. Raushan Alam, Superintend Engineer, Dhaka Circle, DPHE
3. A.H.M Khalequr Rahman, Executive Engineer, Arsenic Management Division, DPHE
4. Mohammad Fayazul Islam Soman, Executive Engineer, Establishment, DPHE
5. Dilruba Farzana, Executive Engineer, SIR Division, DPHE
6. Nazia Tasnim, Executive Engineer, Arsenic Risk Reduction project for Water Supply, DPHE
7. Dalila Afroze, Executive Engineer, Design Division, DPHE
8. Tasnim Tamanna, DPD, RWSHCD Project, DPHE.
9. Farhana Hossain, Executive Engineer, P&C Division, DPHE
10. Shyamoli Dutta, DPD, Water Quality Testing Management Strengthening Project, DPHE.
11. Md. Mukdair Harun, Social Development Officer, Emergency Assistance Project for Water Supply and Sanitation at Ukhia and Teknaf upazila in Cox's Bazar District, DPHE, Dhaka DPHE
12. Md. Kibria Alam Chowdhury, Social Development Officer, Project for Improvement of Comprehensive Management of DPHE Capacity on Water Supply Project, DPHE, Dhaka DPHE
13. Shaila Shahid, Chief Operating Officer, DCCSU, CWIS-FSM Support Cell, DPHE
14. Mr. Abdullah Al-Muyeed, PhD, Chief Operating Officer, Cities Support Unit, CWIS-FSM Support Cell, DPHE.
15. MS. Rifat Binte Jia, Gender Expert, DCCSU, CWIS-FSM Support Cell, DPHE
16. Sanjoy Mukherjee, Social Development Expert, CWIS-FSM Support Cell, DPHE


(Md. Shafiqul Hassan)
Project Director, UIIPF Project.
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Co-ordinator,
Gender & Development Forum, DPHE.