

শেখ হাসিনার মূলনীতি  
গ্রাম শহরের উন্নতি

Government of the People's Republic of Bangladesh  
Office of the Additional Chief Engineer (Planning)  
Department of Public Health Engineering  
14, Shahid Captain Monsur Ali Sharani, Dhaka-1000.

**2<sup>nd</sup> Meeting Minutes of the Gender and Development Forum (GDF) held on 11 October, 2023**

**Venue** : CWIS-FSM Support Cell, DPHE, Dhaka  
**Chaired by** : Additional Chief Engineer, Planning, DPHE  
**Date** : 11 October, 2023  
**Time** : 4:00 pm

**Meeting Discussion:**

The meeting was chaired by **Mr. Tushar Mohon Shadhu Khan**, the Additional Chief (Planning) of DPHE. He extended warm greetings to all attendees to attend the meeting timely. Then, the chairperson mentioned that the meeting is about finalization of the Gender Action Plan (GAP), therefore, the GAP will discuss in details. After that, the Chairperson requested the member secretary to present a presentation about the GAP.

At the beginning, **Ms. Dalila Afroze**, Executive Engineer, Design Division DPHE and Member Secretary of GDF, welcomed every one and mentioned the background of the Gender Action Plan which was related to the 1<sup>st</sup> GDF meeting. Then the member secretary delivered a comprehensive power point presentation of the Gender Action Plan (GAP) of GDF. She emphasized that the GAP was developed in collaboration with CWIS-FSM Support Cell and in consultation with 7 focal area committees, incorporating their valuable feedback. Several representatives contributed constructive feedback during the meeting, and these inputs will be thoughtfully addressed with the continued support of CWIS-FSM Support Cell to finalize the GAP.

**Open Discussion:**

- After the presentation, the chairperson open the floor to provide valuable comments and the future plan of the GAP.
- **Md. Anwar Eusuf**, Superintending Engineer, Planning Circle mentioned that consultant is necessary as the gender related activities quietly different from our regular work.
- **Md. Nazrul Islam Mia**, Project Director mentioned need to train up the member of the GDF for the capacity building and circle wise dissemination programme required to inform the field level officials about the GDF. He also mentioned to incorporate all of the comment of the capacity building group in the final GAP.
- **Mr. Sanjoy Mukherjee** suggested to make a priority list according to the activities of the GDF and need to disseminate the GDF activities in the field level as well as need to make a future plan.
- **The chairperson** suggested developing thematic papers for each group based on their specific needs, considering budget and consultant requirements. He also instructed the policy adoption group to sit together immediately to develop a strategy as well as other activities of the group. He emphasized on the policy adoption and strategy development as the strategy is related to other group.

**Decision and Action Points:**

- Policy adoption & strategy development group will take initiative to develop a strategy and initiate all other activities related to develop the strategy as urgent basis.
- CWIS-FSM Support Cell will develop Terms of Reference (TOR) for hiring consultants for the policy adaption and strategy development and Gender Gap Analysis for DPHE as urgent and share with the specific group.
- Each group will develop thematic papers based on their specific needs, considering budget and consultant requirements.

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- Capacity Building Focus Area group will take initiative to create a resource pool for the Gender based training.
- A detailed implementation plan for the Gender Action Plan (GAP) need to develop.
- The forum co-opted all of the member as per recommendation of individual group.
- As the budget is related to each group, therefore, specific budget is not required for each Area.
- CWIS-FSM Support Cell will provide both financial and technical support as and when needed for the implementation of the GAP
- GDF meetings will be scheduled once every two months, however, in case of emergency it will be decided as required.

As there were no more issues to be discussed, the chairperson concluded the meeting with vote of thanks.

  
 (Tushar Mohon Shadhu Khan)  
 Additional Chief Engineer (Planning)  
 &  
 Chairperson  
 Gender and Development Forum

Memo No: - 1484/4  
 Copy forwarded for your kind information:

Date: 01/11/2023

1. Chief Engineer, Department of Public Health Engineering, Government of Bangladesh, Dhaka
2. Additional Chief Engineer (Works/Planning/Water Resources), Department of Public Health Engineering, Dhaka.

  
 (Dalila Afroze)  
 Executive Engineer, Design Division  
 &  
 Member Secretary  
 Gender and Development Forum

Memo No: 1484/4(30)  
 Distribution (not according to seniority):

Date: 01/11/2023

1. Tushar Mohon Shadhu Khan, Additional Chief Engineer (Planning), DPHE, Dhaka.
2. Md. Nazrul Islam Mia, Project Director, Water Supply & Environmental Sanitation including Faecal Sludge Management Project in 32 Pourashava, DPHE, Dhaka.
3. Md. Anwar Eusuf, Superintending Engineer, Planning Circle, DPHE, Dhaka.
4. A.H.M Khalequr Rahman, Superintending Engineer, Store Circle, DPHE, Dhaka.
5. Mohammad Raushan Alam, Superintending Engineer, Dhaka Circle, DPHE, Dhaka
6. Ehet Shamul Russel Khan, Superintending Engineer, Feasibility Study & Design Circle, DPHE, Dhaka.
7. Md. Shafiqul Hassan, Project Director, Chattogram Hill Tracts Inclusive and Resilient Urban Water Supply and Sanitation Project. DPHE, Dhaka.
8. A.H.M Khalequr Rahman, Executive Engineer, Arsenic Management Division, DPHE, Dhaka.

9. Mohammad Fayazul Islam Soman, Executive Engineer (Establishment), Office of the Chief Engineer, DPHE, Dhaka.
10. Mahmudur Rashid Mazumder, Deputy Project Director, 30 Pourashova Water Supply and Sanitation Project (GoB-WB-AIIB) DPHE, Dhaka
11. Roman Kabir, Deputy Project Director, Urban Water Supply and Sanitation in 23 Pourashavas Project in Bangladesh (GoB-IDB), DPHE, Dhaka
12. Fahim Hasan Siraji, Executive Engineer, Planning Division, DPHE, Dhaka.
13. Fateh Jamima Binte Islam, Executive Engineer, Arsenic Risk Reduction project for Water Supply, DPHE, Dhaka
14. Dilruba Farzana, Executive Engineer, Survey Investigation & Research Division, DPHE, Dhaka.
15. Ruksana Parvin, Executive Engineer, Training Division, DPHE, Dhaka.
16. Tasnim Tamanna, Deputy Project Director, Rural Water Sanitation & Hygiene for Human Capital Development Project, DPHE, Dhaka.
17. Dr. Sushanta Roy, Executive Engineer (Logistics), Central Lab, DPHE, Dhaka.
18. Farhana Hossain, Executive Engineer, Program & Co-ordination Division, DPHE, Dhaka
19. Shyamoli Dutta, Deputy Project Director, Water Quality Testing Management Strengthening Project, DPHE, Dhaka
20. Md. Shafiqur Rahman, Programmer, MIS Unit, DPHE, Dhaka
21. Kazi Salma, Social Development Officer, Dhaka Circle, DPHE, Dhaka
22. Md. Kibria Alam Chowdhury, Social Development Officer, Rural Water Sanitation & Hygiene for Human Capital Development Project, DPHE, Dhaka
23. Md. Muktedir Harun, Social Development Officer, Emergency multi-sector Rohingya Crisis Response Project, DPHE, Dhaka.
24. Basudeb Banik, Women Development Officer, Planning Circle, DPHE, Dhaka.
25. Selim Hossein Bhuiya, Assistant Engineer, Ground Water Circle, DPHE, Dhaka.
26. Sushanto Kumar Ghosh, Junior Hydrogeologist, Ground Water Division, DPHE, Dhaka
27. Sadia Sultana, Junior Social Development Officer, Dhaka Circle, DPHE, Dhaka.
28. Khandakar A H Mahmud, Programmer, GIS Unit, DPHE, Dhaka.
29. CEO, CWIS-FSM Support Cell, DPHE, Dhaka.
30. Office copy

  
(Dalila Afroze)  
Executive Engineer, Design Division  
&  
Member Secretary  
Gender and Development Forum