



**1<sup>st</sup> Quarterly Progress Report  
(December, 2013- March, 2014)  
Sub-Project  
Updating Species Red List of Bangladesh  
Project No – SRCWP/29-7/2013/779**



**April 2014**

**Bangladesh Country Office**



**1<sup>st</sup> Quarterly Progress Report  
(December, 2013- March, 2014)  
Sub-Project  
Updating Species Red List of Bangladesh  
Project No – SRCWP/29-7/2013/779**

Submitted to:

**Project Implementation Unit  
Strengthening Regional Cooperation for Wildlife Protection Project  
Bangladesh Forest Department  
Ban Bhaban (Old), Mohakhali, Dhaka.**

Prepared and submitted by:

**IUCN (International Union for Conservation of Nature)  
Bangladesh Country Office  
House 11, Road 138, Gulshan-1  
Dhaka 1212.  
Phone: +8802 9890423, 9890395; ext-111  
Fax: +8802 9892854  
Web: [www.iucn.org/bangladesh](http://www.iucn.org/bangladesh)**

**April 2014**

## CONTENTS

<b>1. INTRODUCTION</b> .....	<b>1</b>
1.1 Sub-Project Overview .....	1
1.1.1 The IUCN Red List of Threatened Species™ .....	1
1.1.2 Project Objectives and Results .....	1
1.1.3 Activities .....	2
<b>2. SUB-PROJECT ACTIVITY DETAIL</b> .....	<b>3</b>
2.1 Resource Mobilization.....	3
2.1.1 Recruitment of Project Staff.....	3
2.1.2 Hiring Consultants .....	3
2.1.3 Office Space .....	3
2.1.4 Procurement of Good and Furniture’s .....	3
2.2 Project Activity Planning .....	3
2.2.1 Inception Workshop.....	3
2.2.2 Formation of National Committee for Updating Species Red List of Bangladesh (NC-USR) .....	4
2.2.3 Develop Red List assessment framework and implementation action plan.....	4
2.2.4 Functioning of Red List Assessment Groups (RAGs).....	4
2.2.5 Assessment process (Methodology) .....	4
2.2.6 Skill development training by the IUCN Red List unit .....	4
2.2.7 GIS mapping of the species.....	4
2.2.9 Development of National Biodiversity Database (a bi-product of the project) .....	4
2.2.10 Publishing the Red List Books and DVD .....	4
2.2.11 Communication material development, printing and distribution.....	4
2.2.12 Data and information collection .....	5
<b>3. SUB-PROJECT FINANCIAL DETAIL</b> .....	<b>5</b>
<b>4. ANNEXURE</b> .....	<b>12</b>
Annex I: Tender Opening/Tender Evaluation/Procurement Committee for purchase of goods, works and services for “Updating Species Red List of Bangladesh” .....	12
Annex II: List furnitures and equipments purchased .....	13
Annex III: Proceedings of the Inception Workshop .....	14
Annex IV: Proposed National Committee for Updating Species Red List of Bangladesh (NC-USR).....	15

## 1. INTRODUCTION

### 1.1 Sub-Project Overview

The Forest Department of Government of Bangladesh is implementing a project titled ‘Strengthening Regional Cooperation for Wildlife Protection Project’. Funding for this project is from the World Bank (WB). The project has provision to commission sub-projects that are in line with the project objectives. In response to call for concept note and submission of full project proposal, the SRCWP project has awarded IUCN Bangladesh Country Office a sub-project titled “**Updating Species Red List of Bangladesh (Project No – SRCWP/29-7/2013/779)**” along with Forest Department as its partner. Duration of the project is 2 years, starting from 8<sup>th</sup> December 2013 to 7<sup>th</sup> November 2015 and estimated cost of the project is BDT 57,324,000.00/-. The project was awarded on 24<sup>th</sup> November 2013 (letter no SRCWP/29-7/2013/779) and the formal MOU between IUCN and Forest Department was signed on 8<sup>th</sup> December 2013.

#### 1.1.1 The IUCN Red List of Threatened Species™

The IUCN Red List of Threatened Species™ is widely recognized as the most comprehensive global approach for evaluating the conservation status of plant and animal species. The IUCN Red List data is used to inform the development of national, regional and sub-national legislation on threatened species protection, and also the development of national biodiversity strategies and action plans. It is also used to inform multi-lateral agreements such as the Convention on International Trade in Endangered Species of Wild Fauna and Flora (CITES), the Convention on Migratory Species (CMS), the Ramsar Convention on Wetlands, and the Convention on Biological Diversity (CBD).

In 2000, the IUCN Bangladesh Country Office published the first Red Book in Bangladesh, where a total of 201 species including fishes, amphibians, reptiles, birds and mammals were considered threatened according to Bangladesh National Criteria. A decade has passed since the Red List Assessment has been done for Bangladesh. In September, 2003, the Assessment Criteria has been changed globally and as a result most countries are re-assessing or updating their list based on the new assessment process. So, there was an urgent need for Bangladesh to re-assess the status of the species.

#### 1.1.2 Project Objectives and Results

**Goal:** The goal of The IUCN Red List is “to provide information and analyses on the status, trends and threats to species in order to inform and catalyze action for biodiversity conservation”.

**Outcome:** The outcome includes the "traditional" role of the IUCN Red List:

- Identified particular species at risk of extinction and underpinned priority-setting processes for single species remains of critical importance
- Encompassed the use of data from the Red List for multi-species analyses in order to identify and monitor trends in species status and to catalyze appropriate conservation action.

**Objective:** To achieve this goal, the IUCN Red List aims to reduce knowledge gap of species status by revising previous Red List of Bangladesh using recent Red List assessment criteria version 3.1. The specific objectives of the project are to:

- Establish a baseline from which to monitor the change in status of species;
- Provide a global context for the establishment of conservation priorities at the local level;
- Capacity building of the country professionals in assessing the species status following global standard assessment criteria;
- Monitor, on a continuing basis, the status of a representative selection of species (as biodiversity indicators) that cover all the major ecosystems of the country;

### **1.1.3 Activities**

The previous Red List is outdated as several new species are explored in recent times as well as the status of certain species also been changed. Current initiative through this project will update Red List for seven groups of wildlife (Mammals, Reptiles, Amphibians, Aves, Freshwater Fishes, Crustaceans and Butterflies) approximately 1700 species in all. The project activities will be concentrated in all over the country with the involvement of scientists, experts, conservationist, officials of Forest Department and IUCN.

The following steps outline the processes necessary to implement nomenclature revision and status update for the Bangladesh Red List:

#### **Result 1: Determined species conservation status and trends and identified species and ecosystems under the greatest threat.**

- Activity 1.1. Mobilization of the resources
- Activity 1.2. Formation of National Red List Assessment Committee (NRAC)
- Activity 1.3. Develop Red List assessment framework and implementation action plan
- Activity 1.4. Functioning of Red List Assessment Groups (RAGs)
- Activity 1.5. Independent Review by the Red List unit of IUCN

#### **Result 2: Built in-country capacity to produce further National Red List by providing equipment and training and ensured sustainability of its through developing National Biodiversity Database as well as a network of national and international experts.**

- Activity 2.1. Skill development training by the IUCN Red List unit
- Activity 2.2. GIS based species mapping
- Activity 2.3. Updating Biodiversity Databank of Species Information System (SIS)
- Activity 2.4. Development of National Biodiversity Database

#### **Result 3: Highlighted knowledge gaps and promoted developing of effective conservation policies and action plan on threatened species.**

- Activity 3.1. Communication material development, printing and distribution
- Activity 3.2. Publishing the Red List
- Activity 3.3. National Dissemination Workshop on Red List of species

## **2. SUB-PROJECT ACTIVITY DETAIL**

### **2.1 Resource Mobilization**

IUCN has completed resource mobilization of the project since initiation of the project from 8<sup>th</sup> December 2013. Summary of the resource mobilization activities is given as follows:

#### **2.1.1 Recruitment of Project Staff**

A total of 5 vacancies in 3 positions i.e., Project Manager (PI) – 1 vacancy, Project Assistant (Bird & Butterfly; Fish and Crustacea; Amphibia, Reptile and Mammal) – 3 vacancies and Project Assistant (GIS) – 1 vacancy were announced as per the project provision. Both written and viva exams were held for all the positions to select the final candidates. Besides, project has recruited one Data Entry Operator as consultant (with consolidated payment option) out of provision for two from activity budget. Apart from these recruited staff, IUCN existing staff i.e. Country Representative, Programme Coordinator, Finance Manager and Finance Officer will be engaged in the project under different capacities.

#### **2.1.2 Hiring Consultants**

IUCN has hired one Chief National Technical Advisor consulting with forest department and following the recommendation of National Committee for SRCWP. Besides, seven other Lead Assessors of the Red List Assessment Groups (RAGs) have been engaged and assigned to different respective groups. They were selected based on the assessment of countries best CVs and relevant experience and also in close consultation with the Chief National Technical Advisor.

#### **2.1.3 Office Space**

IUCN has provided approximately 1000 sq. ft. area (equal to 3 rooms) within its office premise located in House 16, Road 2/3, Banani-1213, Dhaka.

#### **2.1.4 Procurement of Good and Furniture's**

To procure the goods and furniture's of the project a purchase committee consisting of the five members has been formed (Annex- I). Procurement of listed furnitures and equipments completed (Annex-II).

### **2.2 Project Activity Planning**

The previous Red List done in 2001 is out dated as several new species are explored in recent times as well as the status of certain species also been changed. This study will update the Red List of seven set of species. These are birds; amphibians; reptiles; mammals; fresh water fishes; crustacean and butterfly. The project activities will be disseminated all over the country with the involvement of scientists, experts, conservationist, officials of Forest Department and IUCN.

#### **2.2.1 Inception Workshop**

Inception workshop of the Project was held on 27 March 2014 and the Inception Report has been attached as Annex-III.

### **2.2.2 Formation of National Committee for Updating Species Red List of Bangladesh (NC-USR)**

The 18 member committee has been formed in active consultation with CCF, FD; approval by the Secretary, MoEF is under process. (Annex- IV)

### **2.2.3 Develop Red List assessment framework and implementation action plan**

Assessment process, list of species to be assessed and assessors to be engaged have been drafted. Final action plan will be made through national workshop in July.

### **2.2.4 Functioning of Red List Assessment Groups (RAGs)**

All seven Red List Assessment Groups have been formed; Lead Assessors have been assigned; Assessors are being selected through stocktaking of data and information; a number of monthly meetings conducted.

### **2.2.5 Assessment process (Methodology)**

The current process is outlined under The Red List Assessment guidelines Version 11.

### **2.2.6 Skill development training by the IUCN Red List unit**

Skill development training is under process. First stage of training will be organized in mid April'14; second and third stage will be organized in mid July'14 (i.e. from 14- 22 July, 2014).

### **2.2.7 GIS mapping of the species**

Based on the IUCN's bio-ecological zones a grid map (dimension: 10 x 10 km<sup>2</sup>) has been prepared. Species location survey based on this Grid Map is under process.

### **2.2.8 Updating Biodiversity Databank of Species Information System (SIS)**

Biodiversity Data bank of Species Information System will be done after the final assessment. Website is under construction and the link is [www.iucnredlistbd.org](http://www.iucnredlistbd.org).

### **2.2.9 Development of National Biodiversity Database (a bi-product of the project)**

Project has developed access based database to keep record of the assessors and species to be assessed, however, the structure of the database will be designed at the second year of the project.

### **2.2.10 Publishing the Red List Books and DVD**

Designing of a common format of the Red List books to be published for all groups is under process.

### **2.2.11 Communication material development, printing and distribution**

Under this activity the project has developed and printed fact sheet, banner and festoons. Project has participated in the bird fair on 07 Feb'14 organized by Zoological Department, Jahangirnagar University. Project also participated in the World Wildlife Day event organized at the press club.

### **2.2.12 Data and information collection**

Lead assessor of the Red List Assessment Group – Bird and respective staff of the project has participated in the bird census 2014 organized jointly by the project and Bangladesh Bird Club from 11 Feb'14. These data will be used in assessing the bird species under the project.

## **3. SUB-PROJECT FINANCIAL DETAIL**

IUCN has submitted monthly statements of expenditures for the months of December'13, Jan-Mar'14. However, current status cumulatively for the month of March'14 is given below. Total 13% of the year one budget has been expended so far by 30 March'14 of which goods 79%, works/programme cost 7%, consultants/contractual officer and staffs 21%, training and workshops 0% and operating cost 9%. Total expenditure upto March'14 is BDT4,217,61/-. Total fund received so far 20% of the budget in two installments (Signing money and Inception Report). Please find breakdown of expenditures in the following table:



**Table: Financial Progress of the 1st Quarter (Dec'13 to Mar'14)**

Head of Expenditure		BUDGET			ACTUAL EXPENDITURE (Y-1)-Quarter-1(Dec'13-Mar'14)					Budgeted Balance (Year-1)	Budgeted Balance (Total)	% of Utilization (Y-1 Bud Vs Act)
Economic Code	A. Name of Category	YEAR-1	YEAR-2	Total	Dec'13	Jan'14	Feb'14	Mar'14	Qrt-1Exp. (Dec'13-Mar'14)			
6800	2(a) Goods	977,000	50,000	1,027,000	199,694	187,500	384,280	-	771,474	205,526	255,526	79%
7000	2(b) Works	16,813,000	12,025,000	28,838,000	-	23,953	1,143,009	32,240	1,199,202	15,613,798	27,638,798	7%
4874	2(c) Consultants' Services	8,692,698	9,175,187	17,867,886	24,800	592,370	652,483	519,681	1,789,334	6,903,364	16,078,551	21%
4840	2(d) Training & Workshops	200,000	600,000	800,000	-	-	-	-	-	200,000	800,000	0%
4800-4900	2(e) Operating Costs *	5,097,108	3,694,000	8,791,108	60,829	123,447	197,378	75,951	457,605	4,639,503	8,333,503	9%
	<b>Total</b>	<b>31,779,806</b>	<b>25,544,187</b>	<b>57,323,994</b>	<b>285,323</b>	<b>927,270</b>	<b>2,377,151</b>	<b>627,872</b>	<b>4,217,615</b>	<b>27,562,191</b>	<b>53,106,379</b>	<b>13%</b>
<b>Economic Code</b>	<b>B. Name of Category</b>											
<b>6800</b>	<b>2 (a) Goods</b>											
	Office Furniture and Equipment	150,000	50,000	200,000	199,694				199,694	(49,694)	306	133%
	Computer/laptop	440,000	-	440,000		187,500	197,100		384,600	55,400	55,400	87%
	Printer	75,000	-	75,000			52,600		52,600	22,400	22,400	70%
	Modem	12,000	-	12,000			8,580		8,580	3,420	3,420	72%
	Photo copier-1	120,000	-	120,000			120,000		120,000	-	-	100%
	Scanner-1	40,000	-	40,000					-	40,000	40,000	0%
	Mobile phone	60,000	-	60,000			6,000		6,000	54,000	54,000	10%
	GPS-2	80,000	-	80,000					-	80,000	80,000	0%
<b>Sub-total</b>	<b>2 (a) Goods *</b>	<b>977,000</b>	<b>50,000</b>	<b>1,027,000</b>	<b>199,694</b>	<b>187,500</b>	<b>384,280</b>	<b>-</b>	<b>771,474</b>	<b>205,526</b>	<b>255,526</b>	<b>79%</b>
<b>7000</b>	<b>2 (b) Works</b>											
	Formation National Redlist Assessment Committee (Annual meetings)- 2 no.	20,000	20,000	40,000					-	20,000	40,000	0%
	Develop Assessment framework and implementation action plan	300,000	-	300,000				2,435	2,435	297,565	297,565	1%
	<b>Functioning of Redlist Assessment group (7)</b>			-								
	Amphibians group-Lead	300,000	150,000	450,000			86,250		86,250	213,750	363,750	29%

Head of Expenditure		BUDGET			ACTUAL EXPENDITURE (Y-1)-Quarter-1(Dec'13-Mar'14)					Budgeted Balance (Year-1)	Budgeted Balance (Total)	% of Utilization (Y-1 Bud Vs Act)
Economic Code	A. Name of Category	YEAR-1	YEAR-2	Total	Dec'13	Jan'14	Feb'14	Mar'14	Qrt-1Exp. (Dec'13-Mar'14)			
	Assessor (LA-AMP) - 1											
	Amphibians group-cost for assessment of 53 species by Co-Assessors (CA-AMP) @ BDT5000/- per species	265,000	-	265,000					-	265,000	265,000	0%
	Reptiles group-Lead Assessor (LA-REP) - 1	450,000	150,000	600,000			129,375		129,375	320,625	470,625	29%
	Reptiles group-cost for assessment of 158 species by Co-Assessors (CA-REP) @ BDT5000/- per species	790,000	-	790,000					-	790,000	790,000	0%
	Mammals group-Lead Assessor (LA-MAM) - 1	450,000	150,000	600,000			129,375		129,375	320,625	470,625	29%
	Mammals group-cost for assessment of 124 species by Co-Assessors (CA-MAM) @ BDT5000/- per species	620,000	-	620,000					-	620,000	620,000	0%
	Fish group-Lead Assessor (LA-FIS) - 1	600,000	300,000	900,000			172,500		172,500	427,500	727,500	29%
	Fish group-cost for assessment of 270 species by Co-Assessors (CA-FIS) @ BDT5000/- per species	850,000	500,000	1,350,000					-	850,000	1,350,000	0%
	Crustacean group-Lead Assessor (LA-CRU) - 1	450,000	150,000	600,000			129,375		129,375	320,625	470,625	29%
	Crustacean group-cost for assessment of 185 species by Co-Assessors (CA-CRU) @ BDT5000/- per species	925,000	-	925,000					-	925,000	925,000	0%
	Bird group-Lead Assessor (LA-BIR) - 1	900,000	600,000	1,500,000			258,750		258,750	641,250	1,241,250	29%
	Bird group-cost for assessment	2,000,000	1,590,000	3,590,000					-	2,000,000	3,590,000	0%

Head of Expenditure		BUDGET			ACTUAL EXPENDITURE (Y-1)-Quarter-1(Dec'13-Mar'14)					Budgeted Balance (Year-1)	Budgeted Balance (Total)	% of Utilization (Y-1 Bud Vs Act)
Economic Code	A. Name of Category	YEAR-1	YEAR-2	Total	Dec'13	Jan'14	Feb'14	Mar'14	Qrt-1Exp. (Dec'13-Mar'14)			
	of 718 species by Co-Assessors (CA-BIR) @ BDT5000/- per species											
	Butterfly group-Lead Assessor (LA-BUT) - 1	600,000	300,000	900,000			172,500		172,500	427,500	727,500	29%
	Butterfly group-cost for assessment of 300 species by Co-Assessors (CA-BUT) @ BDT5000/- per species	1,000,000	500,000	1,500,000					-	1,000,000	1,500,000	0%
	Endorsement and screening by RAGs (3 major groups@quarterly)	1,800,000	1,800,000	3,600,000		10,100	9,000		19,100	1,780,900	3,580,900	1%
	3 Major Groups Monthly Meetings	135,000	135,000	270,000		13,853	11,379	1,055	26,287	108,713	243,713	19%
	Independent Review by Redlist Unit (Consultancy Fees of Reviewers)	500,000	300,000	800,000					-	500,000	800,000	0%
	<b><u>Skill development on Redlist assessment process by IUCN Redlist Unit staff</u></b>			-								
	Capacity building on Redlist for BD assessors, project staff and Forest Department (75-100 pax)@BDT10000/- per pax(materials, venue, remunerations, transport, decoration, equipments, fooding and logistics)	1,000,000	-	1,000,000					-	1,000,000	1,000,000	0%
	Cost of IUCN Redlist Unit Staff (2 persons*10 days*US\$550), where 1\$=BDT78/-	858,000	-	858,000					-	858,000	858,000	0%
	Species information and data	400,000	400,000	800,000			14,380		14,380	385,620	785,620	4%

Head of Expenditure		BUDGET			ACTUAL EXPENDITURE (Y-1)-Quarter-1(Dec'13-Mar'14)					Budgeted Balance (Year-1)	Budgeted Balance (Total)	% of Utilization (Y-1 Bud Vs Act)	
Economic Code	A. Name of Category	YEAR-1	YEAR-2	Total	Dec'13	Jan'14	Feb'14	Mar'14	Qrt-1Exp. (Dec'13-Mar'14)				
	collection												
	GIS species distribution mapping (Purchase of GIS layers and information; Digitizing of maps; Ground Truthing; GIS Survey at particular habitats)	300,000	150,000	450,000						-	300,000	450,000	0%
	Species list update and data compilation (2 Data Entry Operators@BDT 25000/- for 6 months per year) - Offline	300,000	300,000	600,000			28,750	28,750	57,500		242,500	542,500	19%
	Uploading information on SIS (2 Data Entry Operators@BDT 25000/- for 6 months per year)-Online	300,000	300,000	600,000						-	300,000	600,000	0%
	Development National Biodiversity Database (Software Design, Coding, Varification and Installation)	-	600,000	600,000						-	-	600,000	#DIV/0!
	<b>Final Red List Books (7)</b>			-									
	Design, typesetting, proofreading, technical editing	-	700,000	700,000						-	-	700,000	#DIV/0!
	Book printing (600copies*7books@BDT500/-)	-	2,100,000	2,100,000						-	-	2,100,000	#DIV/0!
	Redlist DVD (1000 nos)	-	200,000	200,000						-	-	200,000	#DIV/0!
	Distribution of Red List Books and DVDs	-	50,000	50,000						-	-	50,000	#DIV/0!
	Communication material development, printing and distribution on vulnerable species	300,000	300,000	600,000			1,375		1,375		298,625	598,625	0%

Head of Expenditure		BUDGET			ACTUAL EXPENDITURE (Y-1)-Quarter-1(Dec'13-Mar'14)					Budgeted Balance (Year-1)	Budgeted Balance (Total)	% of Utilization (Y-1 Bud Vs Act)
Economic Code	A. Name of Category	YEAR-1	YEAR-2	Total	Dec'13	Jan'14	Feb'14	Mar'14	Qrt-1Exp. (Dec'13-Mar'14)			
	Photography of species (Total 1700 species@BDT500/-)	400,000	280,000	680,000					-	400,000	680,000	0%
<b>Sub-total</b>	<b>2 (b) Works</b>	<b>16,813,000</b>	<b>12,025,000</b>	<b>28,838,000</b>	<b>-</b>	<b>23,953</b>	<b>1,143,009</b>	<b>32,240</b>	<b>1,199,202</b>	<b>15,613,798</b>	<b>27,638,798</b>	<b>7%</b>
<b>4874</b>	<b>2(c) Consultants' Services</b>											
	Country Representative -1	489,363	523,619	1,012,982		81,560	40,780	40,780	163,120	326,243	849,862	33%
	Programme Coordinator-1	922,935	987,540	1,910,475		153,822	76,911	76,911	307,644	615,291	1,602,831	33%
	National Chief Technical Expert (Consultant)-1	1,800,000	1,800,000	3,600,000					-	1,800,000	3,600,000	0%
	Project Manager -1	2,017,200	2,158,404	4,175,604		142,642	198,964	142,642	484,249	1,532,951	3,691,355	24%
	Assistant Project Officer (3 major groups of species: Fish and Crustacea-1; Amphibian, Reptiles and Mammals-1; Birds and Butterfly-1) -3	2,242,800	2,399,796	4,642,596		139,745	243,845	165,799	549,389	1,693,411	4,093,207	24%
	Finance Manager -1	297,600	318,432	616,032	24,800	24,800	24,800	24,800	99,200	198,400	516,832	33%
	Finance Officer -1	298,800	319,716	618,516		49,800	24,900	24,900	99,600	199,200	518,916	33%
	GIS Associate -1	624,000	667,680	1,291,680			42,283	43,849	86,132	537,868	1,205,548	14%
<b>Sub-total</b>	<b>2 (c) Consultants' Services</b>	<b>8,692,698</b>	<b>9,175,187</b>	<b>17,867,886</b>	<b>24,800</b>	<b>592,370</b>	<b>652,483</b>	<b>519,681</b>	<b>1,789,334</b>	<b>6,903,364</b>	<b>16,078,551</b>	<b>21%</b>
<b>4840</b>	<b>2(d) Training &amp; Workshops</b>											
	Inception workshop-1 no.	200,000	-	200,000					-	200,000	200,000	0%
	National Dissemination Workshop on Redlist Species-1 no.	-	600,000	600,000					-	-	600,000	#DIV/0!
<b>Sub-total</b>	<b>2(d) Training &amp; Workshops</b>	<b>200,000</b>	<b>600,000</b>	<b>800,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>200,000</b>	<b>800,000</b>	<b>0%</b>
<b>4800-4900</b>	<b>2(e) Operating Costs *</b>											
	<b>Office Running Cost:</b>			-								
	Office Rental	480,000	480,000	960,000	40,000	40,000	40,000	40,000	160,000	320,000	800,000	33%
	Recruitment cost (advertisement cost for recruitment)	40,000	-	40,000	15,239	2,240			17,479	22,521	22,521	44%
	Utilities (water, gas and	60,000	60,000	120,000		5,000	5,000	5,000	15,000	45,000	105,000	25%

Head of Expenditure		BUDGET			ACTUAL EXPENDITURE (Y-1)-Quarter-1(Dec'13-Mar'14)					Budgeted Balance (Year-1)	Budgeted Balance (Total)	% of Utilization (Y-1 Bud Vs Act)
Economic Code	A. Name of Category	YEAR-1	YEAR-2	Total	Dec'13	Jan'14	Feb'14	Mar'14	Qrt-1Exp. (Dec'13-Mar'14)			
	electricity bill payment)											
	Stationery & office supplies	60,000	60,000	120,000		11,332	1,120	10,520	22,972	37,028	97,028	38%
	Office Printing	120,000	120,000	240,000			3,775		3,775	116,225	236,225	3%
	Telephone	12,000	12,000	24,000		2,800	1,000		3,800	8,200	20,200	32%
	Mobile Phone Expenses	72,000	72,000	144,000		23,700	4,500	5,450	33,650	38,350	110,350	47%
	Internet	60,000	60,000	120,000			7,170	4,985	12,155	47,845	107,845	20%
	Postage, Courier, etc.	6,000	6,000	12,000					-	6,000	12,000	0%
	Bank Charge	20,000	20,000	40,000	60		1,000		1,060	18,940	38,940	5%
	Audit	100,000	100,000	200,000					-	100,000	200,000	0%
	<b>Travelling Cost:</b>			-								
	Travel-(Surface travel)	720,000	720,000	1,440,000		9,475	10,160	160	19,795	700,205	1,420,205	3%
	Travel-Air	180,000	180,000	360,000		13,500			13,500	166,500	346,500	8%
	Per Diem for Management and Support Staffs	375,000	375,000	750,000		2,000			2,000	373,000	748,000	1%
	International Air travel (Redlist Unit staff)	514,800	-	514,800					-	514,800	514,800	0%
	Per Diem for Redlist unit staff	285,480	-	285,480			1,800		1,800	283,680	283,680	1%
	<b>Sub-total</b>	<b>3,105,280</b>	<b>2,265,000</b>	<b>5,370,280</b>	<b>55,299</b>	<b>110,047</b>	<b>75,525</b>	<b>66,115</b>	<b>306,986</b>	<b>2,798,294</b>	<b>5,063,294</b>	<b>10%</b>
	Overhead/Mgt.fee	1,991,828	1,429,000	3,420,828	5,530	13,400	121,853	9,836	150,619	1,841,209	3,270,209	8%
	<b>Sub-total</b>	<b>1,991,828</b>	<b>1,429,000</b>	<b>3,420,828</b>	<b>5,530</b>	<b>13,400</b>	<b>121,853</b>	<b>9,836</b>	<b>150,619</b>	<b>1,841,209</b>	<b>3,270,209</b>	<b>8%</b>
<b>Sub-total</b>	<b>2(e) Operating Costs *</b>	<b>5,097,108</b>	<b>3,694,000</b>	<b>8,791,108</b>	<b>60,829</b>	<b>123,447</b>	<b>197,378</b>	<b>75,951</b>	<b>457,605</b>	<b>4,639,503</b>	<b>8,333,503</b>	<b>9%</b>
<b>Grand Total</b>		<b>31,779,806</b>	<b>25,544,187</b>	<b>57,323,994</b>	<b>285,323</b>	<b>927,270</b>	<b>2,377,151</b>	<b>627,872</b>	<b>4,217,615</b>	<b>27,562,191</b>	<b>53,106,379</b>	<b>13%</b>

## 4. ANNEXURE

### Annex I: Tender Opening/Tender Evaluation/Procurement Committee for purchase of goods, works and services for “Updating Species Red List of Bangladesh”



IUCN Bangladesh Country Office  
House 16, Road 2/3, Banani,  
Dhaka 1213, Bangladesh

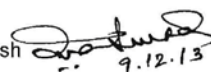
Tel +880 2 9890395, 9890423 & 9852743  
Fax +880 2 9892854  
info.bangladesh@iucn.org  
www.iucn.org/bangladesh

#### MEMO

To : All Staff, IUCN Bangladesh Country Office

From : Ishtiaq Uddin Ahmad, Country Representative, IUCN Bangladesh

Date : 9 December 2013



9.12.13

Tender Opening/Tender Evaluation/Procurement committee for purchase of goods,

works and services for “Updating Species Red List of Bangladesh”

As per the MoU between IUCN Bangladesh Country Office and the Strengthening Regional Cooperation for Wildlife Protection Project, Bangladesh Forest Department, for procurement of goods, works and services for the project titled, “Updating Species Red List of Bangladesh” under section 15 that purchase committee consists of the following six members. This committee will be solely formed for the above mentioned project and will be valid up to the end of this project.

1. Mr. Abu Naser Mohsin Hossain, Assistant Conservator of Forests, Wildlife and Crime Control Unit, Ban Bhabhan, Mohakhali, Dhaka
2. Dr. Monirul H. Khan, Associate Professor of Zoology, Jahangirnagar University, Savar, Dhaka 1342.
3. Dr. Istiak Sobhan, Program Coordinator, IUCN Bangladesh Country Office
4. Mr. Anwar Hossain, Manager Finance, IUCN Bangladesh Country Office
5. Mr. Mohammad Shahad Mahabub Chowdhury, Project Manager and Principal Investigator, Updating Species Red List of Bangladesh, IUCN Bangladesh Country Office
6. Ms. Dominica Rozario, Office Manager, IUCN Bangladesh Country Office

By following the existing rules and procedures of PPA 2006, PPR 2008 and relevant World Bank guidelines the committee will procure all the goods, works and services for this project.

**Annex II: List furnitures and equipments purchased**

Items	Unit	No	Budget	Status
Furniture's (1 executive table, 5 executive chairs, 2 visitor chairs, 1 side rack, 1 book self, 1 side desk, 1 drawer unit and 4 cubic units)	-	-	200,000	Bought and installed
Desktop computer (2 no) with license & relevant software	Number	2	100,000	Bought
Laptop computer, with license & relevant software	Number	4	270,000	Bought
Auto combo machine: Printer, photocopier and scanner (all in one and duplex)	Number	1	180,000	Bought
Telephone set	Number	3	2,500	Bought
Mobile set	Number	2	26,000	Bought
Internet modem	Number	4	8,500	Bought

**Procurement under plan:**

Items	Unit	No	Budget	Status
GPS machines	Number	2	80,000	Under process
Camera	Number	1	40,000	Will be processed subject to approval of the PMU



## **Annex III: Proceedings of the Inception Workshop**

## **Annex IV: Proposed National Committee for Updating Species Red List of Bangladesh (NC-USR)**

### **Terms of References (ToR) for the “National Committee for Updating Species Red List of Bangladesh (NC-USR)”**

#### **Background:**

IUCN is implementing its flagship project titled “Updating Species Red List of Bangladesh” as a sub-project component of the “Strengthening Regional Cooperation for Wildlife Protection Project” of the Bangladesh Forest Department funded by World Bank. The IUCN Red List of Threatened Species™ is widely recognized as the most comprehensive global approach for evaluating the conservation status of plant and animal species. This study will update Red List for seven groups of wildlife (Mammals, Reptiles, Amphibians, Aves, Freshwater Fishes, Crustaceans and Butterflies) approximately 1700 species in all.

#### **The committee:**

The name of the committee is “National Committee for Updating Species Red List of Bangladesh” in short NC-USR. It is an inter-ministerial committee chaired by the Secretary, Ministry of Environment and Forests (MoEF). Chief Conservator of Forest (CCF), Bangladesh Forest Department will act as the Member Secretary. The committee consists of 17 members representing from concerned govt. agencies, research organizations, universities, civil societies and IUCN. The purpose of this committee is to ensure ownership of the updated species Red List so that different govt. agencies set their conservation policies to save the species under risk.

#### **Organizing meeting:**

- The committee will meet once in a year
- IUCN will provide logistical support in organizing the meeting
- An agenda will be prepared and distributed prior to the meeting upon getting consensus from CCF, Bangladesh Forest Department and Project Director, SRCWP

#### **Tasks of the committee:**

- The committee will provide necessary guidance to the relevant agencies to collaborate with the “Updating Species Red List of Bangladesh” project in regards to the data and information supply and using it for the assessment of species
- The committee will recommend the final assessment of species red list done by the project to be adopted in the country specific policies and actions
- Provide necessary instruction to the concerned organization/person/research center in reaching consensus on assessed species (if required)
- Endorse National Biodiversity Database (NBD) and provisioning of its maintenance and operation
- Ensure collaboration with other academic and non-academic research projects
- Oversee the project activities and progress monitoring