



# **Training Course on Project Appraisal and Formulation of DPP**

**24 October -02 November, 2021**

## **Course Completion Report**

**National Agriculture Training Academy (NATA)  
Ministry of Agriculture  
Gazipur-1701  
[www.nata.gov.bd](http://www.nata.gov.bd)**

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## Course Information at a Glance

Duration of the Course	: 5 days (27September-01October, 2020)
Duration of each Session	: 60 minutes
Target participants	: Officers of different organizations under MoA
No. of total participants	: 33
No. of Resource Personnel	: 7
No. of Topics	: 7
No. of Session	: 45

### Course Management

Course Advisor	: Dr. A. K. M. Nazmul Hoque Director General NATA, Gazipur
Course Director	Dr. Md. Mahmud Hasan Director (Training)
Course Coordinator	: Md.Tahazul Islam Senior Asst. Director(Cereal and Cash Crop) NATA, Gazipur
Asst. Course Coordinator	: Md.Anowarul Islam Juwel Senior Assistant Director (Agril. Extension) NATA, Gazipur
	Umme Habiba Senior Asst. Director (Vegetable & Spice Crops) NATA, Gazipur.

## **List of Resource Personnel**

1. Md. Hasan Tarik, Director (Research and Publication), National Academy for Planning and Development, Ministry of Planning
2. Dr. Md. Moniruzzaman, Director (Finance), Bangladesh Bridge Authority
3. Md.Mahafuzar Rahman DS,DD, CPTU, IMED, Ministry of Planning.
4. Md. Abdul Khaleque, Asst. Professor, Dept. of Development Studies, University of Dhaka.
5. Dr. Md. Ataur Rahman Howlader, Additional Director, Seed Certification Agency (SCA)
6. Dr. Md. Jamal Uddin, DD(Plant Pathology), NATA, Gazipur.
7. Abul Kalam Azad, Deputy Director (Agril. Extension & Rural Economics), NATA, Gazipur.
8. Dr. Md. Moshiur Rahman, Deputy Director, BPATC,Savar, Dhaka.

## List of the Participants

Sl No.	Name, Designation & Posting Place
1	DR. SAJIA RAHMAN, Senior Scientific Officer, PGRC, BARI, Gazipur
2	ATIA ROKHSANA, Senior Planning Officer, BRRI, Gazipur
3	MD. RASHEDUL ISLAM, Scientific Officer, BSRI, Ishurdi, Pabna
4	MD. SHAMSHER ALI, Executive Engineer, BMDA, Naogaon
5	KAZI ASHEQUR RAHMAN, Executive Engineer, BMDA Head Office, Rajshahi
6	MOHAMMAD SAZZAD HOSSAIN, Senior Scientific Officer, SRDI Regional Laboratory, Kishoregonj.
7	DR. MD. MOSTAFIZUR RAHMAN SHAH, Senior Scientific Officer, BWMRI, Dinajpur
8	MOHAMMAD FORHAD AMIN, Senior Scientific Officer, BWMRI, Dinajpur
9	SIRAZUM MURSHIDA, Seed Certification Officer, DSCO Office, SCA, Gazipur
10	MD. TANJILUR RAHMAN MONDAL, Senior Scientific Officer, BINA, Mymensingh
11	MD. MOSHIUR RAHMAN, Scientific Officer, BINA, Satkhira
12	SYED NAZRUL ISLAM, Senior Scientific Officer (CC), BJRI, Monirampur, Jashore
13	MD. MAHMUDUL HASAN, Cotton Development Officer, CDB, Khamarbari, Dhaka
14	MOHAMMAD MOSARAF HOSSAIN BHUYAN, Assistant Chief Engineer, MIISU, BADC, Dhaka
15	MOHAMMAD SIRAJ UDDIN HOSSAIN, District Training Officer, DAE, Cumilla
16	PIKON KUMAR SAHA, Additional Deputy Director (PP). DAE, Jamalpur
17	MD. MOSIUR RAHMAN, Additional Deputy Director (Crop). DAE, Natore
18	SHARIF MUHAMMAD TITUMEER, Upazila Agriculture Officer, DAE, Debhata, Satkhira
19	FARZANA HAQUE DEPO, Additional Agriculture Officer, Kaliakoir, Gazipur
20	SANGEETA BHATTACHERJEE, Additional Agriculture Officer, Kaligonj, Gazipur

Sl No.	Name, Designation & Posting Place
21	MD. MONIRUZZAMAN, Agriculture Extension Officer, Sapahar, Naogaon
22	MD. SABBIR AHMED SIFAT, Agriculture Extension Officer, Sirajganj Sadar, Sirajganj
23	TAPAN RAY, Agriculture Extension Officer, Manikganj Sadar, Manikganj
24	SHAWON MOJUMDER, Agriculture Extension Officer, Metropolitan Agriculture Office, Mirpur, Dhaka
25	MD. RABIUL ISLAM, Agriculture Extension Officer, Sonatola Bogura
26	JUNAYED AL SADY, Agriculture Extension Officer, Bijoynagar, Brahmanbaria
27	KAPIL DEV BASAK, Agriculture Extension Officer, DAE, Terokhada, Khulna
28	A. K. M. FARIDUL HAQUE, Agriculture Extension Officer, Sundargonj, Gaibandha
29	JAGADISH CHANDRA RAY, Agriculture Extension Officer, Kaliganj, Lalmonirhat
30	MD. MOSHIUR RAHAMAN, Agriculture Extension Officer, Birol, Dinajpur
31	MD. ARIFUL HOQUE, Agriculture Extension Officer, Tarakanda, Mymensingh
32	MOUSUMI PAUL, Senior Assistant Director, NATA, Gazipur
33	MOHAMMAD RIZWANUL BARI, Monitoring Officer, QSP-RWJ Project, RMU, DAE, Mymensingh Region

## Pre and Post Evaluation of the Trainees

Total Marks: 40

Time: 30 Minutes

Sl.	Name, Designation and Address	Obtained Marks	
		Pre Training	Post Training
1	DR. SAJIA RAHMAN, Senior Scientific Officer, PGRC, BARI, Gazipur	01	29
2	ATIA ROKHSANA, Senior Planning Officer, BRRI, Gazipur	35	35
3	MD. RASHEDUL ISLAM, Scientific Officer, BSRI, Ishurdi, Pabna	04	27
4	MD. SHAMSHER ALI, Executive Engineer, BMDA, Naogaon	07	29
5	KAZI ASHEQUR RAHMAN, Executive Engineer, BMDA Head Office, Rajshahi	09	28
6	MOHAMMAD SAZZAD HOSSAIN, Senior Scientific Officer, SRDI Regional Laboratory, Kishoregonj.	06	26
7	DR. MD. MOSTAFIZUR RAHMAN SHAH, Senior Scientific Officer, BWMRI, Dinajpur	08	28
8	MOHAMMAD FORHAD AMIN, Senior Scientific Officer, BWMRI, Dinajpur	04	28
9	SIRAZUM MURSHIDA, Seed Certification Officer, DSCO Office, SCA, Gazipur	0	30
10	MD. TANJILUR RAHMAN MONDAL, Senior Scientific Officer, BINA, Mymensingh	06	30
11	MD. MOSHIUR RAHMAN, Scientific Officer, BINA, Satkhira	11	29
12	SYED NAZRUL ISLAM, Senior Scientific Officer (CC), BJRI, Monirampur, Jashore	A	25
13	MD. MAHMUDUL HASAN, Cotton Development Officer, CDB, Khamarbari, Dhaka	21	30
14	MOHAMMAD MOSARAF HOSSAIN BHUYAN, Assistant Chief Engineer, MIISU, BADC, Dhaka	08	24
15	MOHAMMAD SIRAJ UDDIN HOSSAIN, District Training Officer, DAE, Cumilla	13	34
16	PIKON KUMAR SAHA, Additional Deputy Director (PP). DAE, Jamalpur	08	29
17	MD. MOSIUR RAHMAN, Additional Deputy Director (Crop). DAE, Natore	07	31
18	SHARIF MUHAMMAD TITUMEER, Upazila Agriculture Officer, DAE, Debhata, Satkhira	10	28

Sl.	Name, Designation and Address	Obtained Marks	
		Pre Training	Post Training
19	FARZANA HAQUE DEPO, Additional Agriculture Officer, Kaliakoir, Gazipur	0	26
20	SANGEETA BHATTACHERJEE, Additional Agriculture Officer, Kaligonj, Gazipur	07	25
21	MD. MONIRUZZAMAN, Agriculture Extension Officer, Sapahar, Naogaon	19	27
22	MD. SABBIR AHMED SIFAT, Agriculture Extension Officer, Sirajganj Sadar, Sirajganj	02	24
23	TAPAN RAY, Agriculture Extension Officer, Manikganj Sadar, Manikganj	15	29
24	SHAWON MOJUMDER, Agriculture Extension Officer, Metropolitan Agriculture Office, Mirpur, Dhaka	11	29
25	MD. RABIUL ISLAM, Agriculture Extension Officer, Sonatola Bogura	04	26
26	JUNAYED AL SADY, Agriculture Extension Officer, Bijoy Nagar, Brahmanbaria	01	23
27	KAPIL DEV BASAK, Agriculture Extension Officer, DAE, Terokhada, Khulna	04	34
28	A. K. M. FARIDUL HAQUE, Agriculture Extension Officer, Sundargonj, Gaibandha	03	29
29	JAGADISH CHANDRA RAY, Agriculture Extension Officer, Kaliganj, Lalmonirhat	0	24
30	MD. MOSHIUR RAHAMAN, Agriculture Extension Officer, Birol, Dinajpur	09	29
31	MD. ARIFUL HOQUE, Agriculture Extension Officer, Tarakanda, Mymensingh	05	26
32	MOUSUMI PAUL, Senior Assistant Director, NATA, Gazipur	07	33
33	MOHAMMAD RIZWANUL BARI, Monitoring Officer, QSP-RWJ Project, RMU, DAE, Mymensingh Region	A	24



## Speaker Evaluation by the Trainees

Date: 24.10.2021

Sl.No. of the Trainees	Abul Kalam Azad, Deputy Director(Agril. Extn. & Rural Economics),NATA,Gazipur		Dr. Md. Jamal Uddin, Deputy Director,(Pl.Pathology) NATA.		
	SDG in agriculture	SDG in agriculture (Contd.)	8 <sup>th</sup> five year plan in Agriculture	8th five year plan in agriculture (Contd.)	
1	5.20	5.60	5.40	5.40	
2	5.40	5.60	5.40	5.40	
3	4.80	4.80	4.80	4.80	
4	3.00	2.00			
5	5.40	5.40	4.40	5.60	
6	3.00	3.00	3.00	3.00	
7	5.00	5.00	5.00	5.00	
8	2.20	2.40	2.00	2.40	
9	4.80	4.80			
10	6.00	6.00	6.00	6.00	
11	6.00	6.00	6.00	5.00	
12	5.40	5.00	5.00	5.00	
13	6.00	6.00	6.00	6.00	
14	5.80	5.80	5.80	6.00	
15	5.00	5.00	5.00	5.00	
16	4.20	4.20	4.20	4.20	
17	4.20	4.20	4.20	4.20	
18	3.40	2.80	3.80	3.00	
19	2.00	2.00	2.00	2.00	
20	4.20	3.20	3.60	3.60	
21	4.40	4.40	4.00	4.00	
22	4.00	4.00	3.00	3.00	
23	3.80	2.40			
24	4.80	5.00			
25	5.00	4.00			
26	5.80	5.60	5.60	5.60	
27	5.40	5.40	5.40	5.40	
28	3.40	3.40	3.20	3.20	
29	4.60	4.60	5.00	5.20	
<b>Ave.</b>	<b>4.56</b>	<b>4.40</b>	<b>4.49</b>	<b>4.50</b>	<b>0.00</b>

Date: 25.10.2021

Sl.No. of the Trainees	Dr. Md. Moshiur Rahman, Deputy Director BPATC			Abul Kalam Azad, Deputy Director(Agril. Extn. & Rural Economics),NATA,Gazipur	
	Concepts, importance and issues of feasibility study for development project planning	Concepts, importance and issues of feasibility study for development project planning (Contd.)	Preparation of feasibility study report	Delegation of financial power and Fund release procedure	Delegation of financial power and Fund release procedure(Contd.)
1	4.60	4.60	4.80	5.00	5.00
2	4.00	4.00	5.00	5.00	5.00
3	6.00	6.00	6.00	6.00	6.00
4	5.20	5.20	5.60	5.20	5.20
5	5.60	5.60	5.60	5.60	5.60
6	5.00	5.00	5.00	5.00	5.00
7	5.00	4.00	4.00	4.00	4.00
8	5.40	5.40	5.40	4.40	4.40
9	5.40	5.40	5.40	5.40	5.40
10	5.00	5.00	5.00	5.00	5.00
11	4.00	4.00	4.00	3.00	3.00
12	1.00	2.00	3.40	1.40	2.20
13	5.80	5.80	5.60	5.40	5.40
14	5.40	5.40	5.40	5.40	5.40
15	5.00	5.00	5.00	5.00	5.00
16	5.00	5.00	5.00	5.40	5.40
17	3.40	4.50	5.00	5.00	5.00
18	5.60	5.60	5.60	5.60	5.60
19	5.00	5.00	5.20	4.60	4.60
20	5.80	5.80	5.80	5.80	5.80
21	4.60	4.60	4.60	4.20	4.20
22	4.60	4.60	4.60	4.20	4.20
23	6.00	5.80	5.80	5.60	5.80
24	6.00	6.00	6.00	6.00	6.00
25	6.00	6.00	6.00	5.00	5.00
26	3.00	3.00	3.00	3.00	3.00
<b>Ave.</b>	<b>4.90</b>	<b>4.93</b>	<b>5.07</b>	<b>4.82</b>	<b>4.85</b>

Date: 26.10.2021

Sl.No. of the Trainees	Md. Abdul Khaleque, Asst. Professor, Dept. of Development Studies, University of Dhaka				
	Preparation of Project: Mode of Financing	Financial and Economic Analysis: NPV, BCR, IRR	Financial and Economic Analysis: NPV, BCR, IRR	Financial and Economic Analysis: NPV, BCR, IRR	Financial and Economic Analysis: NPV, BCR, IRR
1	6.00	6.00	6.00	6.00	6.00
2	6.00	6.00	6.00	6.00	6.00
3	5.80	5.80	5.80	5.80	5.80
4	5.60	5.60	5.40	5.60	5.80
5	5.40	5.80	5.80	5.80	
6	5.60	5.60	5.60	5.60	5.60
7	6.00	5.00	5.00	5.00	5.00
8	5.60	5.60	5.60	5.40	5.60
9	5.00	5.00	5.00	5.00	5.00
10	4.40	4.20	4.20	5.40	5.20
11	5.20	5.60	5.60	5.60	5.60
12	6.00	6.00	6.00	6.00	6.00
13	4.80	4.80	4.80	4.80	4.80
14	4.40	4.40	4.40	4.40	4.40
15	5.00	5.00	5.00	5.00	5.00
16	5.80	6.00	6.00	6.00	6.00
17	4.20	4.80	5.40	4.00	4.00
18	5.40	5.40	5.40	5.40	5.40
19	6.00	6.00	5.80	5.60	6.00
20	3.00	3.00	3.00	3.00	3.00
21	5.00	5.00	5.00	5.00	5.00
22	5.00	5.00	5.00	5.00	5.00
23	3.00	3.00	3.00	3.00	3.00
24	6.00	6.00	6.00	6.00	6.00
25	6.00	6.00	6.00	6.00	6.00
<b>Ave.</b>	<b>5.21</b>	<b>5.22</b>	<b>5.23</b>	<b>5.22</b>	<b>5.01</b>

Date: 27.10.2021

Sl.No. of the Trainees	Md. Hasan Tarik, Director (Research and Publication), National Academy for Planning and Development, Ministry of Planning				
	Project Cycle:	Project Generation: Stakeholder Analysis	Project Generation : Problem Tree	Project Generation : Objective Tree	Characteristics of good project objectives (SMART)
1	5.00	5.00	5.00	5.00	5.00
2	5.80	5.80	5.00	5.80	6.00
3	6.00	6.00	6.00	6.00	6.00
4	3.00	3.00	3.00	3.00	3.00
5	3.00	3.00	3.00	3.00	3.00
6	5.00	5.00	5.00	5.00	5.00
7	5.00	5.00	4.60	4.80	4.80
8	4.00	4.00	4.00	4.00	4.00
9	5.40	5.40	5.40	5.20	2.50
10	5.00	5.00	5.00	5.00	5.00
11	4.40	4.40	4.40	4.40	4.40
12	5.40	5.20	5.20	5.00	5.40
13	4.60	4.50	5.80	4.60	5.40
14	4.20	3.40	3.50	3.00	4.40
15	5.20	5.20	5.20	5.20	5.20
16	5.00	5.00	5.00	5.00	5.00
17	4.60	4.80	4.80	4.60	4.80
18	5.40	5.20	5.20	5.00	5.00
19	5.00	5.00	5.00	5.00	5.00
20	6.00	6.00	6.00	6.00	6.00
21	5.60	5.20	5.40	5.60	5.20
22	5.40	5.40	5.40	5.40	5.40
23	4.00	3.20	5.00	5.00	5.00
24	6.00	6.00	5.60	5.80	5.80
25	5.60	5.60	5.60	5.60	5.60
26	5.80	5.40	5.80	5.60	5.80
27	5.20	5.80	6.00	5.60	5.80
<b>Ave.</b>	<b>4.99</b>	<b>4.91</b>	<b>5.00</b>	<b>4.93</b>	<b>4.94</b>

Date: 28.10.2021

Sl.No. of the Trainees	Md. Mahfuzar Rahman, Deputy Secretary & Deputy Director, CPTU				
	Explanation of TAPP	Explanation of TAPP (Contd.)	Explanation of TAPP (Contd.)	Environmental Impact Assesment	Environmental Impact Assesment (Contd.)
1	5.00	5.00	5.00	5.00	5.00
2	6.00	6.00	6.00	6.00	6.00
3	5.80	5.80	5.60	5.80	5.80
4	6.00	6.00	6.00	6.00	6.00
5	5.60	5.60	5.60	5.60	5.60
6	5.40	5.40	5.40	5.60	5.60
7	6.00	6.00	6.00	6.00	6.00
8	6.00	6.00	6.00	6.00	6.00
9	5.00	5.00	5.00	5.00	5.00
10	3.00	3.00	3.00	3.00	3.00
11	5.00	5.00	5.00	5.00	5.00
12	4.00	4.00	4.00	4.00	4.00
13	5.60	5.60	5.60	5.60	5.60
14	5.80	6.00	5.80	5.80	5.80
15	5.00	5.00	5.00	5.00	5.00
16	3.00	3.00	3.00	3.00	3.00
17	6.00	5.90	5.60	5.60	5.60
18	4.80	4.80	5.00	5.00	5.00
19	5.40	5.40	5.60	5.60	5.60
20	5.20	5.20	5.20	5.20	5.20
21	5.00	5.00	5.00	5.00	5.00
<b>Ave.</b>	<b>5.17</b>	<b>5.18</b>	<b>5.16</b>	<b>5.18</b>	<b>5.18</b>

Date: 30.10.2021

Sl.No. of the Trainees	Mohammad Rabioul Hasan MCIPS, Deputy Director (Admin. & Accounts), PGCB				
	Key features of PPA 2006 & PPR 2008	Procurement Methods	Procurement Process in different Methods	Roles and responsibilities of PE choosing Procurement method (Lot, Package)	Preparation of Total Procurement Plan for Development Project
1	5.00	6.00	6.00	6.00	6.00
2	5.00	5.00	5.00	5.00	5.00
3	5.80	5.80	5.80	5.80	5.80
4	4.00	4.00	4.00	4.00	4.00
5	5.00	5.00	5.00	5.00	5.00
6	5.00	5.00	5.60	5.00	5.00
7	5.00	5.20	5.20	5.20	5.20
8	4.80	5.00	5.00	4.80	4.80
9	5.60	5.60	5.60	5.60	5.60
10	5.60	5.60	5.60	5.60	5.60
11	4.40	3.80	4.80	4.60	4.20
12	5.60	5.60	5.60	5.60	5.60
13	5.00	5.00	5.00	5.00	5.00
14	5.60	5.60	5.60	5.60	5.60
15	5.80	5.80	5.80	5.80	5.80
16	4.00	4.00	4.00	4.00	4.00
17	5.40	5.20	5.20	5.40	5.60
18	3.80	4.00	3.80	4.00	4.00
19	6.00	6.00	5.80	5.80	5.80
20	5.80	5.80	5.80	5.80	5.80
21	5.00	5.00	5.00	5.00	5.00
22	5.00	5.00	5.00	5.00	5.00
23	3.00	2.80	2.60	2.60	2.60
24	5.00	5.00	5.00	5.00	5.40
25	6.00	6.00	6.00	6.00	6.00
26	5.80	5.80	5.80	5.80	5.20
27	5.20	5.40	5.20	5.20	2.20
<b>Ave.</b>	<b>5.08</b>	<b>5.11</b>	<b>5.14</b>	<b>5.12</b>	<b>4.99</b>

Date: 31.10.2021

Sl.No. of the Trainees	Abu Sayed Md. Kamruzzaman, Project Director (Joint Secretary), ENADA Project, GED, Planning Commission				
	Project Designing with Logical Framework (4x4): Inputs, Activities, Outputs	Project Designing with Logical Framework: (4x4): OVI, MOV, Risk, Assumption	Logical framework in project planning (exercise)	Logical framework in project planning (exercise)	Logical framework in project planning (Group Presentation)
1	5.80	5.80	5.60	5.60	5.80
2	5.80	5.80	5.80	5.80	5.80
3	5.60	5.60	5.60	5.60	5.60
4	5.80	6.00	5.60	5.80	5.80
5	5.00	5.00	5.00	5.00	5.00
6	3.00	3.00	3.00	3.00	3.00
7	5.80	5.80	6.00	6.00	6.00
8	5.00	5.00	5.00	5.00	5.00
9	5.00	5.00	5.00	5.00	5.00
10	4.00	4.00	4.00	4.00	4.00
11	5.20	5.20	5.00	5.00	5.00
12	5.60	5.60	5.60	5.60	5.60
13	6.00	6.00	6.00	6.00	6.00
14	5.00	5.00	5.00	5.00	5.00
15	5.80	5.60	5.60	5.60	5.60
16	5.80	5.80	5.80	5.80	5.80
17	6.00	6.00	6.00	6.00	6.00
18	6.00	6.00	6.00	6.00	6.00
19	6.00	6.00	6.00	6.00	6.00
20	6.00	6.00	6.00	6.00	6.00
<b>Ave.</b>	<b>5.41</b>	<b>5.41</b>	<b>5.38</b>	<b>5.39</b>	<b>5.40</b>

Date: 01.10.2021

Sl.No. of the Trainees	Dr. Md. Ataur Rahman Howlader, Additional Director, Seed Certification Agency (SCA)				
	Explanation of Development Project Proforma (DPP)	Explanation of Development Project Proforma (DPP)	Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V	Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V- Exercise	Project Approval Procedure
1	5.00	5.00	5.00	5.00	5.00
2	6.00	6.00	6.00	6.00	6.00
3	5.00	5.80	5.80	5.80	5.80
4	3.00	3.00	3.00	3.00	3.00
5	5.40	5.40	5.40	5.40	5.40
6	5.20	5.20	4.80	5.00	5.00
7	5.20	5.20	5.40	5.20	5.20
8	5.00	5.00	5.00	5.00	5.00
9	5.20	5.20	5.20	5.20	5.20
10	5.80	6.00	6.00	6.00	6.00
11	5.60	5.60	5.60	5.60	5.60
12	5.60	5.60	5.60	5.60	5.60
13	3.00	3.00	3.00	3.00	3.00
14	3.00	3.00	3.00	3.00	3.00
15	5.00	5.00	5.00	5.00	5.00
16	4.00	3.80	4.40	4.00	4.00
17	6.00	5.80	5.80	5.80	5.80
18	5.20	5.20	5.20	5.20	5.20
19	5.20	5.20	5.20	5.20	5.20
20	5.20	5.20	4.80	4.80	4.40
21	5.80	5.80	5.80	5.80	5.80
22	6.00	6.00	6.00	6.00	6.00
23	5.40	5.60	5.60	5.60	5.60
24	5.60	5.60	5.60	5.60	5.60
25	5.00	5.20	5.20	5.20	5.20
26	4.00	4.00	4.00	4.00	4.00
27	5.00	5.00	5.00	5.00	5.00
28	6.00	6.00	6.00	6.00	6.00
29	6.00	6.00	6.00	6.00	6.00
30	5.00	5.00	5.00	5.00	5.00
31	6.00	6.00	6.00	6.00	6.00
32	5.80	6.00	6.00	6.00	6.00
33	5.00	5.00	5.00	5.00	5.00
<b>Ave.</b>	<b>5.13</b>	<b>5.16</b>	<b>5.16</b>	<b>5.15</b>	<b>5.14</b>

Date: 02.10.2021



Sl.No. of the Trainees	Dr. Md. Moshir Rahman, Deputy Director, BPATC				
	Project Risks Management	Project Monitoring and Evaluation			
1	4.60	4.60			
2	4.00	4.00			
3	6.00	6.00			
4	5.20	4.00			
5	5.60	1.00			
6	5.00	5.80			
7	4.00	5.40			
8	5.40	5.00			
9	5.40	5.00			
10	5.00	5.00			
11	5.20	4.00			
12	5.60	2.00			
13	5.00	5.80			
14	5.00	5.40			
15	5.40	5.00			
16	5.40	5.00			
17	3.40	4.50			
18	5.60	5.60			
19	5.00	5.00			
20	5.80	5.80			
21	4.60	4.60			
22	4.60	4.60			
23	6.00	5.80			
24	6.00	6.00			
25	6.00	6.00			
26	3.00	3.00			
27	4.20	5.40			
28	4.60	5.00			
29	5.80	5.00			
30	5.00	3.40			
31	5.00	5.60			
32	3.00	5.00			
33	5.00	4.20			
<b>Ave.</b>	<b>4.98</b>	<b>4.77</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

### Training Course Evaluation by the Trainees

### **The topics they liked:**

1. Project Cycle: Situation analysis with SWOT, PESTE
2. Procurement Process in Different Methods.
3. Project Generation : Problem Tree
4. Project Generation : Objective Tree
5. Project Designing with Logical Framework (4x4): Inputs, Activities, Outputs
6. Preparation of Project: Mode of Financing
7. Financial and Economic Analysis: NPV, BCR, IRR
8. Procurement Plan: TPP
9. Key features of PPA 2006 & PPR 2008
10. Procurement Methods
11. Roles and responsibilities of PE choosing Procurement method (Lot, Package)
12. Explanation of Development Project Proforma (DPP)
13. Evaluation of Proposals: Technical, Financial, Combined Evaluation.
14. Goods Quotation Document-PG1, Quotation Process
15. Tender Opening and Evaluation, Preliminary, Technical, Financial Evaluation and Post Qualification.

### **The topics need to be added:**

16. More session on procurement.
17. Practical class for economic calculation.
18. More group exercise.
19. Field visit.

### **The topics need to be deleted**

20. N/A

### **The issues they liked**

21. Speakers selection
22. Time Management and punctuality
23. Hands on training
24. Housing and dining facilities were satisfactory
25. Participation of participants
26. Cultural programme as means of recreation

### **The issues they disliked**

27. Participants selection (should be same level)
28. Less time for practical topics
29. Pressure on time management
30. Low allowance
31. Network problem

### **Best Training Methods chosen by the participants**

32. Group discussion
33. Group exercise
34. Group presentation

### **Provided Service Quality**

35. Neat and cleanliness facilities-87%
36. Library facilities – 83%
37. Audiovisual facilities – 100%

### **Recommendations for the improvement of the course**

38. More time for practical sessions.
39. Course duration should be extended up to 15 days.
40. Group exercise
41. Practical exposure to field visit
42. Training allowances should be more.

## Course Schedule

Time	Topic	Responsibility/ Resource Person	Venue
<b>Day-1</b>			<b>Date: 24.10.2021</b>
09.30-10.00	Registration	Lucky	Class Room-4
10.00-10.30	Pre-Test	DG/Director	
10.30-11.10	Inaugural Ceremony	Asst. Course Coordinator	
11.00-12.00	SDG in agriculture	Abul Kalam Azad Deputy Director (Agril. Extension & Rural Economics),NATA	
12.00-12.25	Tea Break		
12.25-02.00	SDG in agriculture(Contd.)		
02.00-03.00	Prayer & Lunch		
03.00-04.00	8 <sup>th</sup> five year plan in Agriculture	Dr. Md. Jamal Uddin Deputy Director (Pl.Pathology) NATA.	
04.00-05.00	8 <sup>th</sup> five year plan in agriculture (Contd.)	Do	
<b>Day-2</b>			<b>Date: 25.10.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Class Room-4
09.30-10.30	Concepts, importance and issues of feasibility study for development project planning	Dr. Md. Moshir Rahman Deputy Director BPATC	
10.35-11.35	Concepts, importance and issues of feasibility study for development project planning (Contd.)		
11.35-12.00	Tea Break		
12.00-01.00	Preparation of feasibility study report	Do	
01.00-02.00	Delegation of financial power and Fund release procedure	Abul Kalam Azad Deputy Director (Agril. Extension & Rural Economics),NATA	
02.00-03.15	Prayer & Lunch		
03.15-04.30	Delegation of financial power and Fund release procedure(Contd.)	Do	
<b>Day-3</b>			<b>Date: 26.10.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Computer Lab. Abekhon Training Complex, 2 <sup>nd</sup> Floor
09.30-10.30	Mode of Financing	Md. Abdul Khaleque Asst. Professor Dept. of Development Studies University of Dhaka	
10.35-11.35	Financial and Economic Analysis: NPV, BCR, IRR		
11.35-12.00	Tea Break		
12.00-01.00	Financial and Economic Analysis: NPV, BCR, IRR(Contd.)		
01.05-02.05	Financial and Economic Analysis: NPV, BCR, IRR(Contd.)		
02.10-03.15	Prayer & Lunch		
03.15-04.30	Financial and Economic Analysis: NPV, BCR, IRR(Contd.)		
<b>Day-4</b>			<b>Date: 27.10.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Class Room-4

Time	Topic	Responsibility/ Resource Person	Venue
09.30-10.30	Project Cycle: Situation analysis with SWOT, PESTE	Mohammad Hasan Tarik Director(Training) National Academy for Planning and Development Ministry of Planning	
10.35-11.35	Stakeholder analysis		
11.35-12.00	Tea Break		
12.00-01.00	Problem Tree		
01.05-02.05	Objective Tree		
02.10-03.15	Prayer & Lunch		
03.15-04.30	Characteristics of good project objectives (SMART)		
<b>Day-5</b>			<b>Date: 28.10.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Class Room-4
09.30-10.30	Explanation of TAPP	Md. Mahfuzar Rahman Deputy Secretary & Deputy Director, CPTU	
10.35-11.35	Explanation of TAPP (Contd.)		
11.35-12.00	Tea Break		
12.00-01.00	Explanation of TAPP (Contd.)		
01.05-02.05	Environmental Impact Assesment		
02.05-03.20	Prayer & Lunch		
03.20-04.30	Environmental Impact Assesment (Contd.)		
<b>Day-7</b>			<b>Date: 30.10.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Class Room-4
09.30-10.30	Key features of PPA 2006 & PPR 2008	Mohammed Salah Uddin MCIPS, PMP, PRINCE2 Deputy Secretary Procurement Consultant Aspire to Innovate (a2i) Program ICT Division	
10.35-11.35	Procurement Methods		
11.35-12.00	Tea Break		
12.00-01.00	Procurement Process in different Methods		
01.05-02.05	Roles and responsibilities of PE choosing Procurement method(Lot, Package)		
02.05-03.15	Prayer & Lunch		
03.15-04.35	Preparation of Total Procurement Plan for Development Project		
<b>Day-8</b>			<b>Date: 31.10.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Class Room-4
09.30-10.30	Project Designing with Logical Framework(4x4):Inputs, Activities, Outputs	Abu Sayed Md. Kamruzzaman Project Director (Joint Secretary) ENADA Project, GED, Planning Commission	
10.35-11.35	Project Designing with Logical Framework: (4x4): OVI, MOV, Risk, Assumption		
11.35-12.00	Tea Break		
12.00-01.00	Logical framework in project planning (Group exercise)		
01.05-02.05	Logical framework in project planning (Group exercise)		
02.05-03.15	Prayer & Lunch		
03.15-04.30	Logical framework in project planning		

Time	Topic	Responsibility/ Resource Person	Venue
	(Group Presentation)		
<b>Day-9</b>			<b>Date: 01.11.2021</b>
09.00-09.30	Recapitulation	CC/ACC	Class Room-4
09.30-10.30	Explanation of Development Project Proforma (DPP)	Dr.Md. Ataur Rahman Howladar Additional Director (Retd.) Seed Certification Agency, Gazipur.	
10.35-11.35	Explanation of Development Project Proforma (DPP), Contd.		
11.35-12.00	Tea Break		
12.00-01.00	Preparation of DPP : Year wise Financial and Physical Plan		
01.05-02.05	Preparation of DPP : Year wise Financial and Physical Plan (Contd.)		
02.05-03.20	Prayer & Lunch		
03.20-04.30	Project Approval Procedure	Do	
<b>Day-10</b>			<b>Date: 02.11.2021</b>
09.00-11.00	Project Risks Management	Dr. Md. Moshiur Rahman Deputy Director BPATC	Class Room-4
11.00-11.25	Tea Break		
11.25-01.25	Project Monitoring and Evaluation	Course Coordinator	
01.25-01.55	Post Evaluation		
01.55-02.20	Closing Ceremony	DG/Director	