

Training on

**Project Appraisal and Formulation of Development Project
Proforma (DPP)
21-25 October 2018**

Course Completion Report



**National Agriculture Training Academy (NATA)
Ministry of Agriculture
www.nata.gov.bd**

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Training Course
on
Project Appraisal and Formulation of Development Project
Proforma (DPP)
21-25 October 2018

Course Management

Course Adviser: Dr. Md. Abu Sayeed Miah
Director General (In-charge)
NATA, Gazipur

Course Coordinator: Dr. Md. Ataur Rahman Howlader
Director (In-charge, Admin)
NATA, Gazipur

Asst. Course Coordinator

Mst. Mushfiqua Hasneen Chowdhury
Senior Assistant Director
NATA, Gazipur

Asst. Course Coordinator

Lialatul Rokshana Lima
Senior Assistant Director
NATA, Gazipur

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Introduction:

National Agriculture Training Academy (NATA) is the apex training academy under the Ministry of Agriculture (MoA). NATA organizes training programs on the basis of the needs of 16 organizations under the MoA. At present, Project Appraisal and Formulation of Development Project Proforma (DPP) is crucial demand for an organization to run smoothly its functions. To meet up the special needs of the personnel of different organizations under the MoA, NATA has designed this training course. From this training course, the participants will be equipped with intellectual inputs and necessary skills which will be helpful for their organizations to perform Project Appraisal and Formulation management functions efficiently.

Course objectives:

1. To plan and design of the project.
2. To clarify and define a more precise and logical way the project objectives, results and activities, which are necessary for achieving sustainable project benefits and impact by making apparent the mutual linkages.
3. To judge and clarify financial and economic analysis.
4. To know procurement methods, plan rules and regulations.

Duration of the Course:

5 day on training course started from 21 October to 25 October 2018.

Course Content :

Module 1: Planned sessions and Topics

Contents/Topics	Methods
Project Cycle: Situation analysis with SWOT, PESTE	L, D and E
Project Generation: Stakeholder Analysis	L, D and E
Project Generation : Problem Tree	L, D and E
Project Generation : Objective Tree	Group Work and Practical
Characteristics of good project objectives (SMART)	

Module 2: Project Design

Contents/Topics	Methods
Project Designing with Logical Framework (4x4): Inputs, Activities, Outputs	L, D and Practical
Project Designing with Logical Framework: (4x4): OVI, MOV, Risk, Assumption	L, D and Practical
Logical framework in project planning (exercise)	L, D and Practical

Logical framework in project planning (exercise)	L, D and Practical
Explanation of Development Project Proforma (DPP)	L, D and Practical

Module 3: : Financial & Economic Analysis

Contents/Topics	Methods
Preparation of Project: Mode of Financing	L, D and E
Financial and Economic Analysis: NPV, BCR, IRR	L, D and E
Financial and Economic Analysis: NPV, BCR, IRR	L, D and E
Financial and Economic Analysis: NPV, BCR, IRR	L, D and E
Explanation of Development Project Proforma (DPP)	L, D and E

Module 4: Procurement Method

Contents/Topics	Methods
Key features of PPA 2006 & PPR 2008	L, D and Practical
Procurement Methods	L, D and Practical
Procurement Process in different Methods	L, D and Practical
Roles and responsibilities of PE choosing Procurement method (Lot, Package)	L, D and Practical
Project Management Set up: PIC, PSC, E & M Committee	L, D and Practical

Module 5: DPP Preparation and Approval

Contents/Topics	Methods
Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V	L, D and E
Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V- Exercise	L, D and E
Procurement Plan: Annexure III	L, D and E
Procurement Plan: Annexure III-Exercise	L, D and E
Project Approval Procedure	L, D and E

**** L – Lecture, D – Discussion, E - Exercise**

Training Methods & Materials:

Lecture, Discussion, Exercise, Group Work Practical work

Sports & Recreation: There is a playground, a tennis court and a volley ball court in NATA campus. So the participants can avail the opportunity to play sports in that areas.

There is also a recreation room with color T.V in the dormitory. The daily newspapers are also available in the recreation room for the participants.

Concluding Session

Feedback from the participants

The training was demand driven. It will certainly help them to perform better the official Project Appraisal and Formulation of Development Project Proforma (DPP) activities. The topics were very contemporary. The resource persons were topic relevant experts, knowledgeable and veteran. So resource speakers' selection was undoubtedly accurate to cope up with the time demand topics. There was an ample scope to get introduced and exchanged ideas between the officers of different organizations under the Ministry of Agriculture. The time management of that training was definitely excellent. Moreover, residential facilities were better. There was introduced a new concept in case of mess management. A 3 members' mess committee was built among the participants upon their choice. The training was carried out well with strong discipline. They got the wi-fi facilities in the dormitory. The internet connection in PC was interrupted sometimes due to the problems in submarine cables. They expected to extend the duration of that training. Besides, they requested to arrange a refresher's course for them. In fact, the cooperation of Course Coordinator, Assistant Course Coordinator and the NATA authority was praiseworthy. In a nutshell, the training was incredibly fruitful for them.

Speech by the Course Coordinator

The training on Project Appraisal and Formulation of Development Project Proforma (DPP) was selected on the basis of training need assessment from the officers of the different organizations under the Ministry of Agriculture. We tried our level best to make the training program successful. For that, we had selected the modern time demanded course content and expert speakers. Furthermore, we also looked upon the different discipline related issues for smooth running of that training program..

Distribution of Certificate

The certificates are distributed among the participants after successfully completion of the training.

Annexure –I

Project Appraisal And Formulation Of DPP শীর্ষক প্রশিক্ষণের প্রশিক্ষণার্থীদের নামের তালিকা

সময়কাল: ২১-২৫ অক্টোবর ২০১৮খ্রি:

ক্র. নং	নাম ও পদবী	কর্মস্থল	মোবাইল নম্বর	ই-মেইল
১.	জনাব আতিয়া শারমিন মিতু বৈজ্ঞানিক কর্মকর্তা	বিএসআরআই, ঈশ্বরদী, পাবনা	০১৭৮৫০২১৫৪৯	atiyasharmin08@gmail.com
২.	ড. মোহাম্মদ রাজু আহমেদ উর্ধ্বতন প্রশিক্ষক	বারটান প্রধান কার্যালয়, সেচ ভবন, ঢাকা	০১৭১৮০০৯৯৯৯	razu.ahmeddae@gmail.com
৩.	ড. মো: জহির উল্লাহ উর্ধ্বতন বৈজ্ঞানিক কর্মকর্তা	বারটান আঞ্চলিক কার্যালয়, সুবর্ণচর, নোয়াখালী	০১৭৬৮০০৮৪৪১	ssonoakhali@gmail.com
৪.	জনাব মো: নাসির উদ্দিন কৃষি সম্প্রসারণ কর্মকর্তা	উপজেলা কৃষি অফিস, আড়াইহাজার, নারায়নগঞ্জ	০১৯২২৯৮৩৬০৯	kbdnasir 1985@gmail.com
৫.	জনাব মো: আনোয়ার হোসেন কৃষি সম্প্রসারণ কর্মকর্তা	উপজেলা কৃষি অফিস, ফরিদপুর সদর, ফরিদপুর	০১৭১৭৯৮৫২২৯	anwarsasav 06@gmail.com

ক্র. নং	নাম ও পদবী	কর্মস্থল	মোবাইল নম্বর	ই-মেইল
৬.	জনাব মো: মোশেরেফুল হাসান কৃষি সম্প্রসারণ কর্মকর্তা	উপজেলা কৃষি অফিস, নোয়াখালী সদর, নোয়াখালী	০১৭১২৯৮৩৮০৮	chandan 041359@yahoo.com
৭.	জনাব আক্তার ফারুক ফুয়াদ কৃষি সম্প্রসারণ কর্মকর্তা	উপজেলা কৃষি অফিস, দেবীগঞ্জ, পঞ্চগড়	০১৭৫৫০৭৬২৯০	fuad.ag2306@ gmail. com
৮.	জনাব মাইন উদ্দিন আহমেদ কৃষি সম্প্রসারণ কর্মকর্তা	উপজেলা কৃষি অফিস, লাকসাম, কুমিল্লা	০১৭১৪৪৩৫৮০৪	maain.shohag@gmail.com
৯.	জনাব প্রীতম কুমার হোড় কৃষি সম্প্রসারণ কর্মকর্তা	উপজেলা কৃষি অফিস, মিরপুর, কুষ্টিয়া	০১৭১৭৯৭৭৭৬৯	shuvosau@gmail.com
১০.	নিলুফা আক্তার সিনিয়র সহকারী পরিচালক	জাতীয় কৃষি প্রশিক্ষণ একাডেমি গাজীপুর	০১৭১৯১৭৪৭৭৫	nilufaa@yahoo.com
১১.	জনাব পাপিয়া রহমান মৌরী অতিরিক্ত কৃষি কর্মকর্তা	উপজেলা কৃষি অফিস, দুর্গাপুর, রাজশাহী	০১৭২৩০৭৭৬৭৬	asthadae@gmail.com
১২.	আ, খা, ম, মুর্শেদুর রহমান উর্ধ্বতন বৈজ্ঞানিক কর্মকর্তা	মৃত্তিকা সম্পদ উন্নয়ন ইনস্টিটিউট, জেলা কার্যালয়, ফরিদপুর	০১৭১২৮৭০৪২৩	murshedsrdi@gmail.com
১৩.	জনাব এন্টিনা চাকমা বৈজ্ঞানিক কর্মকর্তা	মৃত্তিকা সম্পদ উন্নয়ন ইনস্টিটিউট, প্রধান কার্যালয়, ঢাকা	০১৬৮৪৯৫৪৩৩১	antina@srdi.gov.bd
১৪.	জনাব হাফসা খাতুন সিনিয়র সহকারী পরিচালক	জাতীয় কৃষি প্রশিক্ষণ একাডেমি গাজীপুর	০১৭২১৬৭০৭৮৯	hafshahappy@yahoo.com
১৫.	জনাব মোঃ জামাল উদ্দীন উপ প্রধান	পরিকল্পনা বিভাগ, বিএডিসি কৃষি ভবন, ঢাকা	০১৯১৪০১২৪৮৮	jamal@badc.gov.bd
১৬.	জনাব মোঃ আমিনুল ইসলাম অসীম ভূঁইয়া, সহকারী প্রকৌশলী	মিশু বিভাগ, বিএডিসি কৃষি ভবন, ঢাকা	০১৭৩৬১৮৯৮৮৮	aminul107ashim@gmail.com
১৭.	সিফাত-ই-জামাল বীজ রোগতত্ত্ববিদ	বীজ প্রত্যয়ন এজেন্সী, গাজীপুর	০১৭১০৫৮৩৩৪৮	pathologist.1@sca.gov.bd
১৮.	মোছাঃ নাদিরা সুলতানা নমুনা সংগ্রহ অফিসার	বীজ প্রত্যয়ন এজেন্সী, গাজীপুর	০১৭৪৪৫৮৯৭৫৯	sco.1@sca.gov.bd
১৯.	ফাহিনুর রহমান শাতিল তুলা উন্নয়ন কর্মকর্তা	তুল উন্নয়ন বোর্ড	০১৭১৫৯৭৪৪৩২	shatil_bau68@gmail.com
২০.	মো: নজরুল ইসলাম সহকারী প্রকৌশলী	বিএমডিএ, দিনাজপুর জোন	০১৭১৬০৪৮০৯৬	ae_dinajpur_dinaj@bmda.gov.bd
২১.	মো: রফিকুল হাসান সহকারী প্রকৌশলী	বিএমডিএ, প্রধান কার্যালয়, রাজশাহী	০১৭১২৮২৮৩৭১	mrhasan@bmda.gov.bd
২২.	ড. মো: আব্দুস সালাম উর্ধ্বতন বৈজ্ঞানিক কর্মকর্তা	কৃষি অর্থনীতি বিভাগ, বিআরআরআই, গাজীপুর	০১৭১৬৩০৯২৫১	asalam_36@yahoo.com
২৩.	হাছিব-বিন-সাইফ বৈজ্ঞানিক কর্মকর্তা	পরিকল্পনা ও মূল্যায়ন উইং, বিএআরআই, গাজীপুর	০১৯৬৭৩৭৯৬০৮	hasib_1958@yahoo.com
২৪.	মোঃ মনিরুজ্জামান উর্ধ্বতন বৈজ্ঞানিক কর্মকর্তা	আরএসআরসি, বিএআরআই, মাগুরা	০১৭২৬৪৫৭৮৮৭	mmzaman.rsrc@gmail.com
২৫.	ড. মোহাম্মদ শাহীন পলান উর্ধ্বতন বৈজ্ঞানিক কর্মকর্তা	পেট ম্যানেজমেন্ট বিভাগ, বিজেআরআই, ঢাকা	০১৫৫২৩৪৩৯৮৭	sahin104@yahoo.com
২৬.	শামীমা আক্তার প্রশিক্ষক	কৃষি প্রশিক্ষণ ইনস্টিটিউট, শিমুলতলী, গাজীপুর	০১৭১৭৪১৭৩১৬	shamaraihan1549@gmail.com
২৭.	মাহমুদা খাতুন প্রশিক্ষক	কৃষি প্রশিক্ষণ ইনস্টিটিউট, শিমুলতলী, গাজীপুর	০১৭১৮৯৩৪৬০২৮	mahmudaa051628@gmail.com
২৮.	আমিনা খাতুন	কৃষি প্রশিক্ষণ ইনস্টিটিউট,	০১৭১৮৭২৫৬৪৬	akshelly84@gmail.com

ক্র. নং	নাম ও পদবী	কর্মস্থল	মোবাইল নম্বর	ই-মেইল
	প্রশিক্ষক	শিমুলতলী, গাজীপুর		
২৯.	আয়েশা আক্তার প্রশিক্ষক	কৃষি প্রশিক্ষণ ইনস্টিটিউট, শিমুলতলী, গাজীপুর	০১৭১২১৮৮৭১৮	ayesha.aeo34@gmail.com
৩০.	ড. মোঃ হাবিবুর রহমান উর্ধ্বতন বৈজ্ঞানিক কর্মকর্তা	মৃত্তিকা বিজ্ঞান বিভাগ, বিনা, ময়নমসিংহ	০১৭১১৭০৩১৭১	habibbina786@gmail.com
৩১.	ড. মোঃ হাসানুজ্জামান বৈজ্ঞানিক কর্মকর্তা	কৃষি প্রকৌশল বিভাগ, বিনা, ময়নমসিংহ	০১৭১২২৪২৭৯৭	hasanbina@gmail.com

Annexure –II

List of Resource Speaker

SL No.	Name	Designation	Organization	Mobile No. and e-mail
1	Md. Hasan Tarik	Director (Research and Publication)	National Academy for Planning and Development (NAPD)	Mobile: 01715327817 e-mail: dir.research@napd.gov.bd; hasan27tarik@gmail.com
2	A. A. M. Nasihul Kamal, NAPD,	Additional Director General	National Academy for Planning and Development (NAPD)	01716263200
3	Md. Abdul Khaleque	Asst. Professor	Dept. of Development Studies University of Dhaka	01717437121 khalequedu02@gmail.com
4	Dr. Md. Moniruzzaman	General Manager (Admin.)	Dhaka Mass Rapid Transit Development Project, Ministry of Road Transport and Bridge.	Mob. 01749228007 monir65@gmail.com
5	Dr. Md. Ataur Rahman Howlader	Director (Admin)	National Agriculture Training Academy (NATA), Gazipur	01814-301360 ataurdae87@gmail.com
6	Tahazul Islam	Senior Assistant Director	National Agriculture Training Academy (NATA), Gazipur	01717-287940 tahazul@yahoo.com

Annexure –III

TRAINING SCHEDULE

Course Title: Project Appraisal and Formulation of Development Project Proforma (DPP)

21/10/2018 Day 01 : Project Generation		
Training day	Planned sessions and Topics	Lecturer/Facilitator
08:30-09:00	Registration	Course Coordinator
09:00-09:30	Inaugural session	Course Coordinator and Faculty Member
09:30-10:30	Project Cycle: Situation analysis with SWOT, PESTE	Md. Hasan Tarik Director (Research and Publication) National Academy for Planning and Development (NAPD) Mobile: 01715327817 Email: dir.research@napd.gov.bd; hasan27tarik@gmail.com
10:30-10:55	Tea Break	
11:00-12:00	Project Generation: Stakeholder Analysis	Md. Hasan Tarik Director (Research and Publication)
12:05-01:05	Project Generation : Problem Tree	Md. Hasan Tarik Director (Research and Publication)
01:05-2:20	Lunch and prayer	
02:20-03:20	Project Generation : Objective Tree	Md. Hasan Tarik Director (Research and Publication)
03:25-04:25	Characteristics of good project objectives (SMART)	Md. Hasan Tarik Director (Research and Publication)
04:25-04:45	Tea	
22/10/2018 02: Project Design		
09:30-10:30	Project Designing with Logical Framework (4x4): Inputs, Activities, Outputs	A. A. M. Nasihul Kamal, Additional Director General, NAPD, Phone: 01716263200
10:30-10:55	Tea Break	
11:00-12:00	Project Designing with Logical Framework: (4x4): OVI, MOV, Risk, Assumption	A. A. M. Nasihul Kamal, Additional Director General, NAPD,
12:05-01:05	Logical framework in project planning (exercise)	A. A. M. Nasihul Kamal, Additional Director General, NAPD,
01:05-2:20	Lunch and prayer	
02:20-03:20	Logical framework in project planning (exercise)	A. A. M. Nasihul Kamal, Additional Director General, NAPD,
03:25-04:25	Explanation of Development Project Proforma (DPP)	Dr. Md. Aatur Rahman Howlader Director (Admin), NATA
04:25-04:45	Tea	

23/10/2018 Day 03: Financial & Economic Analysis		
09:30-10:30	Preparation of Project: Mode of Financing	Md. Abdul Khaleque Asst. Professor Dept. of Development Studies University of Dhaka 01717437121 khalequedu02@gmail.com
10:30-10:55	Tea Break	
11:00-12:00	Financial and Economic Analysis: NPV, BCR, IRR	Md. Abdul Khaleque Asst. Professor
12:05-01:05	Financial and Economic Analysis: NPV, BCR, IRR	Md. Abdul Khaleque Asst. Professor
01:05-02:20	Lunch and prayer	
02:20-03:20	Financial and Economic Analysis: NPV, BCR, IRR	Md. Abdul Khaleque Asst. Professor
03:25-04:25	Explanation of Development Project Proforma (DPP)	Dr. Md. Ataur Rahman Howlader Director (Admin), NATA
04:25-04:45	Tea	
24/10/2018 Day:04: Procurement Method		
09:30-10:30	Key features of PPA 2006 & PPR 2008	Dr. Md. Moniruzzaman General Manager (Admin.) Dhaka Mass Rapid Transit Development Project, Ministry of Road Transport and Bridge, Mob. 01749228007 monir65@gmail.com
10:30-10:55	Tea Break	
11:00-12:00	Procurement Methods	Dr. Md. Moniruzzaman General Manager (Admi.)
12:05-01:05	Procurement Process in different Methods	Dr. Md. Moniruzzaman General Manager (Admi.)
01:05-02:20	Lunch and prayer	
02:20-03:20	Roles and responsibilities of PE choosing Procurement method (Lot, Package)	Dr. Md. Moniruzzaman General Manager (Admi.)
03:25-04:25	Project Management Set up: PIC, PSC, E & M Committee	Dr. Md. Ataur Rahman Howlader Director (Admin), NATA
04:25-04:45	Tea	
25/10/2018 Day 05: DPP Preparation and Approval		
09:30-10:30	Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V	Dr. Md. Ataur Rahman Howlader Director (Admin), NATA
10:30-10:55	Tea Break	
11:00-12:00	Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V- Exercise	Dr. Md. Ataur Rahman Howlader Director (Admin), NATA
12:05-01:05	Procurement Plan: Annexure III	Md. Tahajul Islam Senior Assistant Director, NATA
01:05-02:20	Lunch and prayer	
02:20-03:20	Procurement Plan: Annexure III-Exercise	Md. Tahajul Islam Senior Assistant Director, NATA
03:25-04:25	Project Approval Procedure	Dr. Md. Ataur Rahman Howlader Director (Admin), NATA
04:25-04:45	Closing	Course Coordinator and Faculty Member

Annexure-IV

Training Course Evaluation by the participants

The topics they liked :

1. Financial and Economic Analysis NPV,BCR &IRR
2. Procurement method,planning
3. DPP preparation,Formulation And Approval
4. Project designing with Logical framework
5. Logical framework in project planning
6. Explanation of DPP
7. Key features of PPA 2006 and PPR 2008
8. Project Cycle
9. Preparation of DPP
- 10.Project Generation:Stakeholder Analysis,problem Tree,Objective Tree
- 11.Procurement Process in different Method
12. Log Sheat and og frame

The topics they disliked :

- 1.Load shedding
- 2.non -stop schedule
- 3.Same Speaker in all day

The topics need to deleted

- 1.Decreasing theory class, increasing practical class
2. Decreasing of procurement lecture
- 3.To need Bengali class
- 4.To need agriculture related speaker

The topics need to be added

1. Need more Practical class
2. Cultural Program
3. Outing/pleasure trip
4. Recreation

5. Exercise
6. Project management
7. Photo session
8. Idea of Advanced technology
9. To need A complete Project prepare
10. Group assignment/Work
11. Discussion and Group exercise
- 11.DPP formation assignment presentation For participants
12. To add e-gp
- 13 Need More time of Training
- 14.Need more video class to attention of the participant
- 15 Input, Cost and benefit analysis should be included
- 16.Exercise on project preparation and DPP

Best Training Methods choose by the participants

1. Discussion and group exercise
2. Resourse Speaker
- 3.Time management
4. Practising

The issues that are disliked by the participants

1. Internet problem
2. Shortage of sport materials
3. Less time for Practice
4. Load shedding
6. Very tight schedule
7. Shortage of recreation facilities
8. Less Class practice
9. Broken glass and plate in cafeteria
10. No Curtain in dormitory

The others associated issues they liked

1. Topic wise expert resource persons were selected very prudently.
2. Got scope to introduce with other officers of different organizations.
3. Management of dining by mess committee
4. Time management
5. Discipline & management
6. Management of dormitory

7. Expert resource persons
8. Wi-fi facilities
9. Cooperation of NATA Authority
10. Cooperation of Course Coordinator and Asst. Course Coordinator very remarkable.

Provided Service Quality

1. Neat and cleanliness facilities-80%
2. Library facilities – 80%
3. Audiovisual facilities – 70%

Recommendations for the improvement of the course

1. Uninterrupted internet and electricity supply should be provided
2. Practical class should be more
5. Internet access should be increased
6. Arrangement of Tour or recreation
7. Provide more time for discussion and exercise
8. Evert topic should be installed earlier in each desktop
9. Hard copy of manual of training course
10. . Sub-centre should be set up for incessant electricity supply
11. Refresher's course should be arranged
12. Increase of honorarium
13. Sports facilities should be available
14. Sports facilities in the morning
15. Single room for single officer

Annexure-V

Resource Speakers Evaluation by the participants

Day-1 (21.10.2018)						Day-2 (22.10.2018)				
Partici pants	Project Cycle: Situation analysis with SWOT, PESTE	Project Generation: Stakeholder Analysis	Project Generation : Problem Tree	Project Generation: Objective Tree	Characte ristics of good project objective s (SMART)	Projec t Designing with Logical Framework (4x4): Inputs , Activi ties, Outpu ts	Project Designing with Logical Framework: (4x4): OVI, MOV, Risk, Assumption	Logical framewo rk in project planning (exercise)	Logi cal framewor k in proje ct plan ning (exer cise)	Explan ation of Develo pment Project Profor ma (DPP)
1	4	4.2	3.8	3.2	2.6	6	6	6	6	
2	5.4	5.6	5.2	5.2	5	4.4	4.4	4.8	5.2	
3	4	4.6	4	4.6		5.4	5	5.4	6	3.4
4	5.2	5.4	5.2			5	5	5		
5	3.8	4.2	4.4	4.2	4.4	5.4	5	6	5	
6	2.4	2.6	2.4	3	3	6	5.6	5.6	6	4.4
7	5.4	5.4	5.4	5.6	5.6	6	5.8	6	5.8	5.8
8	5	6	5.6	5	6	5.8	6	6	5.8	5.2
9	4.6	4	4.2	4	4.4	5	5	5		5.8
10	4.8	4.4	4.8	4.2	4.4	5.2	5.6	5.4	6	4.8
11	4.2	4.2	4.2			4.4	4.2	5	5	4.8
12	5	4	4	5		5	5.4	5.2	5.4	5.8
13	4.2	5	4	3	5	2.8	3.6	3.6	2.8	5.6
14	5					4	4			
15	5	5	5			5	5			
16	5.4	5	5.4	5.6	5.6	5	5	5	4	4
17	3	3	3	3	3					
18	5	5	5	6		5.2	5	5.2	5.2	5.2
19	4.4	4.8	5	5		5	4.6			
20	5	5.4	6	5	5	4.8	4.8	5.2	5.4	5.8
21	4	4.6	4.2	4.4		5.6	5.6	5.6	6	5
22	3.6	4.8	4.6			5	5	5	6	4

23	5	5.4	5.2	5.4	5.4	4.6	4.6	4.6	4.6	4.4
24	6	3.6	5.6	5.4		4.8	4.8	4.6	3.6	
25	4	4.4		3.6	3.6	5.4	5.6	5.4	4.2	
26	5	5	5			6	6	6	6	6
27	4.4	4.4	4	5.2	5	6				4.8
28	4.2	3.8	5			6	6		6	6
29	4.6	4.8	4.8	4.8	4.6	3.6	3.6	3.6	3.6	6
30	5	4.4	5	5	5	1.6		1.4	2.6	3.4
31										
Ave	4.55	4.43	4.33	3.51	2.59	4.80	4.54	4.02	3.87	3.34

Resource Speakers Evaluation by the participants

Day-3 (23.10.2018)						Day-4 (24.10.2018)				
Partici pants	Prepar ation of Project : Mode of Financi ng	Financi al and Economi c Analysis: NPV, BCR, IRR	Financial and Economi c Analysis: NPV, BCR, IRR	Financial and Economic Analysis: NPV, BCR, IRR	Explanation of Developmen t Project Proforma (DPP)	Key features of PPA 2006 & PPR 2008	Procur ement Metho ds	Procur ement Proces s in differe nt Metho ds	Roles and respo sibilit ies of PE choos ing Procur ement meth od (Lot, Packa ge)	Project Managem ent Set up: PIC, PSC, E & M Committee
1	5	5.4	5.4	5.4	5.2	5	4	4	4	6
2	5.6	5.6	5.6	5.4	5.6	5.8	6	5.8	5.6	6
3	5	5.6	6	6	6	5.4	5.6	5.6	5.4	5.2
4	5.4	6	5.4	5.4	5.8	3.6	3.4	3	6	
5	5.2	5.8	5.6	5.6	5.4	5	5	5	5	5
6	4.8	4.6	4.6			5	5	5	5	
7	5.2	5.2	5.6	5	5.6	5	5	5	5	6
8	6	6	6	6	6	5.8	5.6	5.6	5.6	5.8
9	4.8	4.8	4.8	5		4	4	4	4	5
10	5.04	5.2	5.4	5.6	5.8	5.2	5.2	5.2	5.2	6
11	6	6	6	6	5.6	4.6	6	6	5.8	4.8
12	4	4	4	6		5.2	5.4	5.8	5	5.2

13	6	6	6		6	6	6	6	6	5
14	4	4	4	6	5	4.6	4.4	5	5	4.4
15	5	5				5.8	5.8	6	5.6	5.6
16	6	6	6	6	4.4	4.8	5.4	4.8	4.8	5
17	5					5	6	6	6	5.4
18	5	5				5	5	5	5	6
19	5	6	6	6	5.6	3	3	2.2	2.8	4.4
20	6	6	6	6	5	5	5			
21	6	6	6	6	5.2	5	5			
22	5.4	5.4	5.8	6	3.6	5	5			
23	6	5.8	6	5.8	5.8	5	4.8	4.8	5	5
24	5.4	5.4	5.4	5.2	4.8	5.2	5.4	5	4.6	5
25	5.8	5.8	5	5	5	5.2	5	4.8	5	5.6
26	6	6	6	6	4.8	4.4	4.2	4.2	4.8	
27	6	6	6	5	5	5	5	5	5	5
28	5	5	5	5	5	3	5	4	6	
29	6	6	6	6	5	6	5.8	5.8	5.8	6
30						1	2.4	1.4	1.4	
31						4.8	4.8	4.8	4.2	5.2
Ave.	5.02	4.95	4.63	4.37	3.91	4.63	4.79	4.19	4.34	3.79

Day-5 (25.10.2018)

Participants	Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V	Preparation of DPP : Year wise Financial Physical Plan : Annexure- IV & V- Exercise	Procurement Plan: Annexure III	Procurement Plan: Annexure III- Exercise	Project Approval Procedure
1	4.6	6			
2	5	5	5	5	5
3	4	5	5	5	
4		5.4	5.4		
5	4.4	6			
6	4	4	5		
7	5.2	4	6	6	
8	5.4	5.2	5.6	5.6	5.2
9	3.4	5			
10	3.6	5			
11	5	4.6			
12	5	6	4	6	
13	4	4	6	6	6
14	4.2	3.6	5.4		
15	5.4	5.4	3	5.4	5.4
16	4		2.25		
17	5	5	5		
18	5.6	5.8	5.4		
19	6	5.6	6	6	6
20	6	6	6	6	
21	4.2	4.8	4.8	4.8	
22	3.8	4.2	4.4		
23	6	6	5.2	5.4	6
24	4.8	5.2	5.4	5.6	5.4
25	4.2	5	5		
26	5	5			
27	5.6	5.4	5.4	5.8	5.4
28					
29					
30					
31					
AVE	4.57	4.90	3.90	2.69	1.64

Annexure-VI

Evaluation Report of the Participants

Total Marks-70

SL No.	Name and Designation	Working Place	Pre-evaluation	Post-evaluation
1.	ATIYA SHARMIN MITU	Scientific Officer, BSRI, Ishurdi, Pabna	4	59
2.	DR. MOHAMMED RAZU AHMED	Senior Instructor (Deputation), BIRTAN Head Office, Irrigation Building, Dhaka	10	36
3.	Dr. MOHAMMAD ZAHIR ULLAH	Senior Scientific Officer, BIRTAN Regional Office, Sadar, Noakhali	16	33
4.	MD. NASIR UDDIN	Agriculture Extension Officer, Upazila Agriculture Office, Araihasar, Narayanganj	15	56
5.	MD. ANWAR HUSSAIN	Agriculture Extension Officer, Upazila Agriculture Office, Faridpur Sadar, Faridpur	4	40
6.	MD. MOSHREFUL HASAN	Agriculture Extension Officer, Upazila Agriculture Office, Noakhali Sadar, Noakhali	10	22
7.	MD. AKTER FARUK FUAD	Agriculture Extension Officer, Upazila Agriculture Office, Debiganj, Panchagarh	10	40
8.	MAIN UDDIN AHMED	Agriculture Extension Officer, Upazila Agriculture Office, Laksam, Cumilla	8	29
9.	PRETOM KUMAR HORE	Agriculture Extension Officer, Upazila Agriculture Office, Mirpur, Kushtia	4	40
10.	NILUFA AKTER	Senior Assistant Director, National Agriculture Training Academy, Gazipur	6	48
11.	PAPIA RAHMAN MOURY	Additional Agricultural Officer, Upazila Agriculture Office, Durgapur, Rajshahi	6	41
12.	A. K. M. MURSHEDUR RAHMAN	Senior Scientific Officer, Soil Resource Development Institute, District Office, Faridpur	7	42
13.	ANTINA CHAKMA	Scientific Officer, Soil Resource Development Institute, Head Office, Dhaka	4	56
14.	HAFSHA KHATUN	Senior Assistant Director, National Agricultural Training Academy, Gazipur	29	56
15.	MD. JAMAL UDDIN	Deputy Chief, Planning Division, BADC, Krishi Bhaban, Dhaka	32	41
16.	MD. AMINUL ISLAM ASHIM BHUIYAN	Assistant Engineer, Mishu Division, BADC, Krishi Bhaban, Dhaka	23	39
17.	SEFAT-E-JAMAL	Seed Pathologist, Seed Certification Agency, Gazipur	11	34
18.	MST. NADIRA	Sample Collection Officer, Seed	00	29

SL No.	Name and Designation	Working Place	Pre-evaluation	Post-evaluation
	SULTANA	Certification Agency, Gazipur		
19.	FAHINUR RAHMAN SHATIL	Cotton Development Officer, Cotton Development Board	3	28
20.	MD. NAZRUL ISLAM	Assistant Engineer, BMDA, Dinajpur Zone	14	27
21.	MD. RAFIQUL HASAN	Assistant Engineer, BMDA, Head Office, Rajshahi	15	32
22.	Dr. MD. ABDUS SALAM	Senior Scientific Officer, Department of Agricultural Economics, BRRI, Gazipur	23	43
23.	HASIB-BIN-SAIF	Scientific Officer, Planning and Evaluation Wing, BARI, Gazipur	40	41
24.	MD. MONIRUZZAMAN	Senior Scientific Officer, RSRC, BARI, Magura	16	
25.	Dr. MOHAMMAD SAHIN POLAN	Senior Scientific Officer, Pest Management Division, BJRI	19	38
26.	SHAMIMA AKTER	Instructor, Agricultural Training Institute, Shimultoli, Gazipur	12	39
27.	MAHMUDA KHATUN	Instructor, Agricultural Training Institute, Shimultoli, Gazipur	16	39
28.	AMINA KHATUN	Instructor, Agricultural Training Institute, Shimultoli, Gazipur	10	30
29.	AYESHA AKTER	Instructor, Agricultural Training Institute, Shimultoli, Gazipur	11	36
30.	Dr. MD HABIBUR RAHMAN	Senior Scientific Officer, Soil Science Division, BINA, Mymensingh	28	42
31.	Dr. MD. HASANUZZAMAN	Scientific Officer, Agricultural Engineering Division, BINA, Mymensingh	12	32