

Government of the People's Republic of Bangladesh
Bangladesh Planning Commission
General Economics Division

Minutes of the 7th Meeting of the NSSS Monitoring and Evaluation (M&E) Committee

Date and Time : 16 June 2019, 2.30-5.00 PM
Venue : Nazia-Salma Committee Room (Block-6, Room-26), General Economics Division, Planning Commission, Sher-e-Bangla Nagar, Dhaka
Chairperson : Dr. Shamsul Alam, Member (Senior Secretary), General Economics Division (GED), Bangladesh Planning Commission
Participants : Appendix 'A'

The chairperson inaugurated the meeting with a note of heartiest welcome to the participants, followed by a round of brief self-introduction. The chair then thanked the members of the Monitoring and Evaluation (M&E) Committee and other invited members from several ministries, departments and associated stakeholders for participating the meeting. The Chair appreciated the relentless efforts and contributions of line ministries and divisions in the implementation of NSSS aiming at the poverty reduction and sustainable development of the country.

Enquired by the Chair, the National Project Manager of the SSPS Programme informed that the main agenda of the meeting was to share and discuss inception reports on "Situation Assessment for Establishing a National Social Protection Management Information System (MIS) in Bangladesh" as contracted out to the Maxwell stamp Bangladesh. He also briefly explained the purpose of the study and how it will be helpful for several ministries and departments of Bangladesh. He introduced team leader of Maxwell Stamp Limited with the committee.

The team leader of the study team from Maxwell Stamp Limited, presented in front of the M&E committee and stakeholders.

Synopsis of the presentation:

The National Social Security Strategy (NSSS) of Bangladesh proposed reforms to establish a national 'Single Registry Management Information System'. The scope of the study is to perform the assessments of Government of Bangladesh Social Safety Net MISs and civil registration systems that are used within the social security system. Moreover, objective of the study to identify types of data and potential for data integration into a single system. The process includes mapping out existing system structures and to identify possible paths forward while avoiding duplication of existing functions. The overall objectives of the Single Registry MIS is set connection between programmes/services with single registry platform and keeping the NSSS goals in mind. The study team will assess the current state of the MISs

for SP programmes in order to provide at a detailed design for a National Social Registry that integrates data from these SP MISs. They will conduct Business process analysis and mapping of all the MISs to help in better understanding of the different MISs and how they could interface with and support the NSP MIS. About the MIS components, the study team will assess policies, protocols, staffing, documentation, software application, hardware, database and telecommunication. They will try to figure out some simple questions such as:

- What are the different business processes that the SP programmes maintain?
- What arrangements are in place to manage the programme MIS?
- Hardware infrastructure (servers and computers) are used to support the programme MIS?
- What technology stack is used to develop the MIS Applications?
- What capacity building plans have been put in place to ensure effective administration and maintenance of program MIS?
- What is the data capture method (manual or electronic)?

For MIS data architecture documentation, the team will assess conceptual/business model, logical/system model and physical/technology model. The study team will evaluate 15 database system of several ministries/departments/divisions. It is expected that the MIS assessment will finally show assessment findings, relevant strengths and weakness of each MIS, gap analysis and recommendations. There will be a final report that satisfies scope and objectives of the study. The final workshop of the study will be completed by 2nd week of September 2019.

The study team assessed the existing structures of MIS integrated G2P payment system of SPBMU (finance division). MoSW MIS is fully and MoWCA is partially linked with SPBMU MIS system and it has linkage with National ID system. However, they are partially linked with iBAS++ and Bangladesh Bank (for EFT to beneficiaries account). MoE, MoPME, MoDMR and MoLWA' MIS are yet to be linked or partially linked with SPBMU MIS. Validation of beneficiary data includes capturing individual data at field level, creation of an MIS for scheme, validation of data at central level, hard coding of validated data for running payroll. Beneficiary selection is completed at Upazila level and validation process is processed at SPBMU level. Total number of beneficiaries in SPBMU is 6,355, 144. The study team might take SPBMU MIS as a starting point for the database component for the Single Registry Platform.

Discussion:

The chair thanked the study team for their presentation; he asked his queries and requested the participants for their comments and queries.

1. Chair: The study should consider National Household Database system into their consideration and they should assess how the National Household Database system would be integrated into thus MIS system. The situation analysis should explain its operation/managing mechanism that is the location of the MIS server/system and guardian authority of the system) during their assessment. The system should be able to identify the poverty status of the people and minimize beneficiary targeting errors.

Team leader, Maxwell Stamp Limited: This single registry MIS will be integrated with national household database, IBAS. When the national household database is ready it would be able to identify the duplications.

2. Director, Directorate of Secondary and Higher Education: As it's a single registry platform, how multiple children (who are getting any allowances) will be added into the system.
3. Presentative from EU: Single registry MIS is person based, how it will be incorporated into household database?
4. Additional secretary, Finance division: Fundamentally, MIS should be linked with National ID to avoid ghost beneficiaries. MIS must have options for cross checking. As the modality of national household database is not clear so far, it is not sure how it will identify any household as poor or non-poor. For both cash based and food based programmes, the beneficiaries should be tracked. Programme supervision, M&E, GRS should be embedded with this MIS. Some programmes have single delivery and several have multiple deliveries, MIS should have the provision for this. Physical location of server and guardian of the system is also a topic of discussion.

Member, GED: The location of the server and capacity development of the guardian institute is very important. It requires a lot of work. Theoretically it might look easy; however, practical use of software is very important.

5. Joint Chief, GED: Several ministries will be affiliated with this system, coordination will be a challenge. The system can be checked pilot basis before moving into nationwide MIS system.
6. Additional secretary, DMP: Duplications can be challenge for single registry platform as one beneficiary can be eligible for multiple benefits.
7. Senior maintenance engineer, BBS: national Household database has limitation to have a unique number of each household. Without this how the database can be included into the MIS.

The presenter thanked everyone for their suggestions and feedback. They will incorporate the comments while conducting the situation analysis. Chair appreciated the efforts of the research team and urged that the study should be completed within stipulated time.

Decisions/Recommendations

- a) The appointed firm, Maxwell Stamp limited, should make efforts to complete the study within stipulated time incorporating the suggestions made from this meeting; and

There being no other issues for discussion, the meeting was concluded with the vote of thanks from the Chair.

(Prof. Dr. Shamsul Alam)
Member (Senior Secretary)

General Economics Divisions (GED)
Bangladesh Planning Commission

Appendix "A"

SL	Participants	Designation	Organization	Contact Info
1.	Dr. Shamsul Alam	Member, Senior Secretary	GED	
2.	A.K Mohiuddin Ahmed	Additional Secretary	Cabinet Division	01715627064
3.	Bikash Kishore Das	Additional Secretary	Statistics and Information Division	01730043562
4.	Md Azizul Alam	Additional Secretary	Finance division	01712172170
5.	Md Ferdous Hossain	Executive Director	SFMSR regional M/O finance	01522321207
6.	Md Shafiul Alam	Project Director	NHD project	01715059191
7.	Mohammad Shahidul Islam	Deputy Secretary	Cabinet division	01815461772
8.	Md Omar Faruque	Additional Secretary	Ministry of Food	01715019129
9.	Chandra Shekhar Roy	Senior Maintenance engineer	BBS	01556462036
10.	Serajul Islam Khan	Director	DSHE	01711001989
11.	Sohag Miah	Research Assistant	Maxwell Stamp limited	01910104189
12.	Md Yusuf Iqbal	Corporate Accountant	Maxwell Stamp limited	01715228236
13.	Faisal Abdul Kadir	MIS Specialist	Maxwell Stamp limited	01728888216
14.	Jostus Oguna	MIS advisor	Maxwell Stamp limited	01703545872
15.	Farid Ahmed Mollah	Deputy Director		01552342589
16.	Engr. Mohammad Tanvir	Deputy Director		01939230200
17.	Mohd. Monirul Islam	Deputy Secretary	PMO	01711464513
18.	Shimul Sen	SAC	GED	01673913163
19.	Sheikh Moinul Islam Moin	SAC	GED	01711586851
20.	MD Monzur Alam	Assistant Director	DWA	01711361340
21.	Shahriar Jamil	PS to Senior Secretary	Cabinet division, APD, SSPS	01713083418
22.	Mohammad Zainal Hossain	PS to member	GED	017174386842
23.	Farhana Noor	M&E officer	SSPS, UNDP	01763152919
24.	Daniel Winstanley	Policy expert	SSPS, UNDP	01705407586
25.	William SAM	Team Leader	Maxwell Stamp Limited	+233264315981
26.	Md. Faizul Islam	Joint Chief, and NPD	GED	01911313844
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