

**TECHNICAL ASSISTANCE FOR  
RURAL POWER FOR POVERTY REDUCTION PROGRAM**

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***RPPR II QUARTERLY REPORT***

**1 January 2004 Through 31 March 2004**

**Prepared By**

**NRECA INTERNATIONAL, LTD.**

**In Partnership With**

**RURAL ELECTRIFICATION BOARD OF BANGLADESH**

**And**

**USAID MISSION TO BANGLADESH**

**QUARTERLY REPORT FOR 01/04 TO 03/04**  
*Technical Assistance for Rural Power For  
Poverty Reduction II Program*

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## **I. Executive Summary**

The following serves as a summary of the progress made on various activities under each of the four Activities and the subsequent Tasks, with additional details included under section III:

### **Program Activity A: Planning and System Engineering**

#### **Task A.1: Service Territory Database**

- Developed a comprehensive plan to integrate records updating procedures with the GIS program.
- Completed GIS fieldwork for Dhaka PBS-1 and initiated and completed GIS field work for Mymensing PBS-2
- Initiated GIS fieldwork for Narsingdi PBS-1, including the training of personnel who were to be involved with this field work.

#### **Task A.2: PBS Short and Medium Range Planning**

- Completed the rough draft Short Range Work Plan document for Manikganj PBS.
- Conducted educational presentations on the Short Range Work Plan document for Manikganj PBS with several groups, including Manikganj PBS, various REB officers and Local Consulting Firms.
- Assisted Manikganj PBS to initiate a pole-numbering project to get their poles numbered in the field to match their single line diagrams.
- Assisted Manikganj PBS in implementing proper procedures to keep their Engineering & Operations records current.

### **Program Activity B: Operations and Maintenance Programs**

#### **Task B.1: Preventive Maintenance Programs**

- Conducted additional field training for PBS line technicians related to substation inspection procedures, with other general substation maintenance training also being incorporated.
- Completed a thorough review of the existing REB & PBS maintenance guidelines (PBS Policy Instructions 100-29 and 100-30), with the recommended revisions also having been substantially completed.
- Located a high quality wood pole test and treatment firm and executed a contract with them for their Wood Pole Plant Specialist to perform an initial survey of a representative sample of wood poles in the REB System in order to determine what type of pole maintenance program should be initiated, particularly in the older PBSs.

### **Task B.2: Material Supply for O&M Program**

- Completed the recruitment of a qualified candidate to fill the STS Materials Specialist position, including contracting requirements for his coming to Bangladesh during next quarter.
- Continued to identify material that is needed for doing substation maintenance, and began locating potential suppliers for the material.

## **Program Activity C: Strengthen Utility Performance**

### **Task C.1: Strengthen Training Program and Procedures**

- Continued with on-going work of curriculum development activity for REB and PBS.
- Received review reports of the REB Curriculum Review Committee for the submitted training manual on Operation and Maintenance of Voltage Regulator Program for Engineers and continued to revise the manual accordingly in preparation for pilot testing.
- Continued with the development of the curriculum outline for the REB Material Accounting Procedure for submission to REB for review and approval.
- Continued with the development of new training manual for four training programs being designed and developed for PBS Bill and Cash Supervisor (Bill).
- Prepared another draft of the Training Needs Assessment (TNA) Report for the employees of REB and PBSs and other outside firms providing services to the RE Program.
- Initiated planning for regional consultation to Pakistan and Malaysia to investigate electric utility training institutions in support of the development of REB's proposed Training Academy.

### **Task C.2: Enhance Computerization in REB and PBSs**

- Conducted workshop on the "Strategic Planning for Information Technology for the RE Program" on January 18-19, 2004 at American Club with the participation of the senior REB officials and several PBSs General Managers.
- Prepared a formal Workshop Report that documented the proceedings, including the identification of the Consumer Information System (CIS) being the most critical system need of the PBSs.
- Completed assessments of the existing billing software packages developed by several vendors and which are currently functioning at Dhaka-1, Comilla-1, Comilla-2 and Narshingdi-1.
- As part of the CIS design, conducted a review workshop meeting at Dhaka PBS-1, which included a cross-section of PBS managers and supervisors from eight PBSs with broad and in-depth knowledge of the entire consumer service and billing processes (manual and computerized).
- Continued with the delivery of the training program entitled "Computer Fundamentals Training" that has a target population of PBS personnel operating computers to perform various tasks with a total of 61 PBS employees from four PBSs attending.

## **Program Activity D: Supplemental Tasks**

### **Task D.1: Updating Engineering and Construction Standards**

- The activities in this task were limited this quarter with plans for Engineering Specialist to be available in Dhaka for this Task from August to December.
- Performed preliminary investigations to determine if the Milsoft program can be used to model the national grid for analysis purposes, and ascertained it will be useful for this purpose.
- Began initial review of substation designs to identify potential low cost 132kV grid substation options as part of work associated with the 33 KV system study that is a priority of the World Bank.

### **Task D.2: Socio-Economic Impact Assessment**

- Completed a one-day training course on 'Data Entry Operation' for an average of five staff in each of the nine PBSs which have been included in implementation of the Socio-economic Baseline Database System.
- Completed the installation of the 'Data Entry Software' into a number of computers available in PBS headquarters and zonal offices as part of the implementation of the Socio-economic Baseline Database System.
- Continued follow up support to PBSs have been collecting the Socio-economic Baseline Data.

## II. Quarterly Reporting and Overview of RPPR II Program

### Background on Quarterly Reporting:

Under the terms of NRECA International, Ltd's Contract with USAID, Quarterly Reports are to be submitted to provide information as to the status of the technical assistance provided under the Rural Power For Poverty Reduction (RPPR) II Program. It should be noted that this technical assistance effort follows a similar approach as to the RPPR Program in that it is "result oriented" and is very specific in terms of what is to be accomplished during the 5-year program. Unlike earlier Host Country Contracts (HCCs) between NRECA and REB where NRECA provided overall assistance to REB in all aspects of the RE Program, the RPPR II includes only specific Activities and Tasks. For this reason, it should be understood that Quarterly Reports for the RPPR II Program will present information as to the status of these activities and will not provide the same "broad-based" reporting on the entire RE Program as was done by NRECA under the previous HCCs with REB.

Comments on various other observations made by NRECA on the overall RE Program will be included, but for the most part will be primarily related to those areas that have direct and/or indirect impact on RPPR II activities.

### General Description of RPPR II Program:

The objective of the RPPR II is to continue USAID's support of rural electrification in Bangladesh by concentrating on strengthening business operations and sector management so as to ensure institutional self-sufficiency and sustainability. Ultimately, the RPPR II will support USAID's overall objectives of poverty reduction in Bangladesh. The activities undertaken by REB and NRECA during this first year of the RPPR II program will be aimed at beginning the process of strengthening management and technical capability of the a group of selected PBSs. These activities will promote credibility and viability among these entities so that IFl and MDB donor funding will continue to be available for infrastructure and ongoing technical assistance; and will assist in preparing the REB system for the changes in the Bangladesh electric industry.

### RPPR Mission Statement:

*"To reduce rural poverty by enhancing the capacity of the PBSs to provide efficient user-owned electric service for the benefit of the customers."*

### RPPR II Program Objectives:

The overall RPPR II Program will promote the sufficiency and sustainability of the RE Program as a means of ensuring that the gains made over the last twenty five years will be continued with a reduced need for foreign assistance. Specifically the RPPR Program involves the completion of the eight specific Tasks under four Program Activities that support the following four main objectives:

- **Planning and System Engineering:** This Activity involves the completion of two tasks, including extending the geographic information systems (GIS) to an additional seven PBSs beyond the four systems developed under RPPR; developing improved planning capabilities at REB and the consulting engineering firms serving two PBSs. These efforts will be led by a long term Engineering and Operations Advisor supported by two short-term specialists. The GIS Specialist will provide specific technical support for development of the GIS task. The Planning Specialists will provide

training to the consulting engineers in advanced analysis techniques. The expertise developed from the work in these limited number of PBSs will be expanded to additional PBSs.

- **Operations and Maintenance Program:** The focus of this Activity will include undertaking two tasks - strengthening preventive maintenance programs at two PBSs and working with the REB to institutionalize maintenance materials procurement and warehousing at REB and the PBSs. This Activity will be led by the Engineering and Operations Advisor and will be supported by two short-term specialists. The Maintenance Systems Specialist will provide specific guidance on execution and planning of line and equipment maintenance tasks. The Materials Specialist will work with REB and the PBSs to streamline maintenance material acquisition and warehousing.
- **Strengthening Utility Performance:** This focus area will involve two tasks. NRECA will work to strengthen the REB training function and complete the computerization task begun under RPPR I. The effort will be guided and managed by the Team Leader. Two short-term specialists will support the Team Leader with expertise in training and computerization. Because of the demands on the Team Leader's time and the limited funding available to support the specialists, the bulk of the responsibility for execution of both the training support and computerization programs will fall to seasoned local professionals, all of whom are long term NRECA employees
- **Supplemental Tasks:** This focus area includes Tasks of a specific nature which have been requested by REB and which do not fall into any of the categories above. One task consists of a review and updating of the engineering and construction standards in use at REB with an eye to adapting them both to changing times and to new requirements for such things as construction of primary line in densely populated urban areas taken over from BPDB. In addition, the need for a socio economic assessment of the impact on rural poverty of electrification has been recognized for some time, and this focus area will include the further institutionalization at REB of capability for evaluating such impacts. The standards review will be carried out by an Engineering Specialist under the supervision of the Engineering and Operations Advisor, while the socio economic assessment will be conducted by local professionals on NRECA's staff under the supervision of the Team Leader.

#### **RPPR Program Elements:**

- Implementing Agency: Rural Electrification Board
- Duration: Five Years: Sept 26, 2002 through September 30, 2007
- Total Amount: US\$ 9.69 million (Tk.56.2 crore)
- Donor Funding: US Agency for International Development (USAID) - Contract

#### **Program Implementation Strategy As "Partnership"**

The design and development of the original RPPR I Program was through a "partnership" between the REB, USAID, and NRECA International, Ltd. and this partnership arrangement will continue in RPPR II. The design of the Program was completed under a *Tripartite Agreement* between the partners. With the incorporation of the RPPR II Program into the *Strategic Objective Grant Agreement* which was executed on March 20, 2000 between the GOB's Economic Resource Division (ERD) and USAID, the partners formally entered into a *Trilateral Agreement* that provides direction for the implementation of the RPPR II Program. This Agreement, which was executed on October 29, 2002, outlines the various responsibilities of the respective partners.

### III. Quarterly Status & Planning on Program Activities with Tasks

#### Program Activity A: *Planning and System Engineering*

##### Task A.1: **Service Territory Database**

###### Status as of this Quarter:

- Developed a comprehensive, step by step approach to integrating records updating procedures with the GIS program.
- Completed the GIS fieldwork for Dhaka PBS-1.
- Initiated the integration of the distribution system data for Dhaka PBS-1 into the GIS database. This process is continuing at this time.
- Continued working with REB and PBS personnel to seek accurate transformer record card data for Pabna PBS-2 and Natore PBS-1.
  - Natore-1 has resubmitted their data and it is more complete than the last set that was submitted previously, however this has not yet been integrated into the GIS database, nor checked accuracy of data, but there is reason for optimism that it will be of sufficient quality to allow us to continue the GIS project there.
  - Pabna-2 has not resubmitted any transformer data at this time and the GIS project there continues to be on hold.
- Initiated and completed the GIS fieldwork for Mymensingh PBS-2, including training of PBS personnel and associated personnel from the local Engineering Consultant providing service to that PBS.
- Initiated the GIS fieldwork for Narsingdi PBS-1, including training of PBS personnel and associated personnel from the local Engineering Consultant providing service to that PBS.

###### Plans For Next Quarter:

- Complete the integration of the transformer record card data into the GIS database for Natore PBS-1, assuming the data they have resubmitted is of sufficient accuracy and completeness.
- Complete the integration of the transformer record card data into the GIS database for Dhaka PBS-1.
- Initiate the integration of the transformer record card data into the GIS database for Mymensingh PBS-2.
- Implement engineering & operations record updating procedures at PBSs proposed for the GIS project in the future. The success of this implementation will be a key factor used for determining which PBSs will be included in future GIS projects.
- Continue the GIS fieldwork for Natore-1.

##### Task A.2: **PBS Short and Medium Range Planning**

###### Status as of this Quarter:

- Completed the rough draft Short Range Work Plan document for Manikganj PBS.

- Conducted educational presentations on the Short Range Work Plan document for Manikganj PBS with several groups, including Manikganj PBS, various REB officers and Local Consulting Firms.
  - Presentations included discussions on the methodologies, demonstrations of the software used to perform engineering studies that were completed in conjunction with this planning document.
  - The benefits from a more comprehensive approach to the Construction Work Plan (CWP) that will be realized by REB, PBSs and Consultants were also identified.
- Continued to make visits to Dhaka PBS 1 to assist personnel with the updating of the records that will be used in planning studies. In addition, significant efforts were made to further enhance their overall record keeping practices and reinforce why this record keeping practice is so important to all aspects of engineering and utility operations.
- Pursued ongoing development of the new local Utility Engineering Specialist to increase his understanding of the current Tasks and projects of RPPR II program.
- Assisted Manikganj PBS to initiate a "pole-numbering" project to get their poles numbered in the field to match their single line diagrams and for accurate incorporation into the GIS
  - Note: While this is progressing, this is at a slower pace than had been expected.
- Conducted educational presentations at Manikganj on the need for implementation of the records updating procedures and the steps to implementation of those procedures.
- Assisted Manikganj PBS in implementing proper procedures to keep their Engineering & Operations records current.
  - Note: While this is not fully functional at present, the assistance will continue until it is completed and the new system becomes institutionalized.
- The Final Short Range Work Plan document for Manikganj PBS is 75% complete at this time, and will be completed early in the next quarter.

Plans For Next Quarter:

- Initiate operational data gathering in anticipation of the upcoming planning study to be prepared for Dhaka PBS-1.
- Initiate the development of a "computer model" for Dhaka PBS-1 to be used in various technical studies using the Microsoft engineering package to be performed in conjunction with the development of the Short Range Planning document for Dhaka PBS-1.
- Continue to assist the STS Planning Specialist by interpreting and correcting data gathered for use in the Short Term Planning document for Dhaka PBS-1.
- Continue to assist Manikganj PBS in implementation of the procedures to keep their Engineering & Operations records current and complete. We hope to have this process institutionalized by the end of next quarter.
- Continue to assist and encourage Manikganj PBS to install numbers on their poles in the field
- Begin development of an educational presentation on the projects included in RPPR II with a plan to have the presentation to REB officers and Donors sometime during the last quarter of FY 2004 when the Planning Specialist is scheduled to be in Bangladesh.

## **Program Activity B: *Operations and Maintenance Programs***

### **Task B.1: Preventive Maintenance Programs**

#### Status as of this Quarter:

- Conducted additional field training for PBS line technicians related to substation inspection procedures, with other general substation maintenance training also being incorporated.
  - In addition to the PBS personnel, REB staff from System Operations also took part in this training.
- Continued identifying materials, tools and equipment that need to be ordered so that they are available when the annual substation maintenance is performed during the upcoming dry season that will begin in November.
- Completed a thorough review of the existing REB & PBS maintenance guidelines (PBS Policy Instructions 100-29 "Substation Operation, Inspection and Maintenance Manual" and 100-30, "Distribution Operation, Inspection and Maintenance Instructions").
- Substantially completed the recommended revisions to the REB & PBS maintenance guidelines in preparation for submission to REB for review and approval.
- Provided complementary support for the new initiative designed for Task A.2 to improve the overall technical record keeping practices with the identification of specific benefits that accurate record keeping will provide to support the improvement of PBS maintenance practices.
- Located a high quality wood pole test and treatment firm and executed a contract with them for their Wood Pole Plant Specialist to perform an initial survey of a representative sample of wood poles in the REB System.
  - Note: The purpose of this survey is to determine the present condition of REB's wood poles and to make subsequent recommendations as to a cost effective test/treatment program to increase the service life of the poles, particularly in the older PBSs.

#### Plans For Next Quarter:

- Complete the recommended revisions to the two main PBS Maintenance Guidelines, which are 100-29, "Substation Operation, Inspection and Maintenance Manual" and 100-30, "Distribution Operation, Inspection and Maintenance Instructions" and submit to REB for review and approval.
- Conduct more follow up training related to properly filling out the monthly substation inspection forms at the substations, including discussions on how these should be used to determine what the substation needs are and how the needs should be prioritized.
- Deliver some training to PBS personnel on how to properly fill out the monthly power interruption reports (REB form 592 "Interruptions By Causes"), and how these reports can be used to help identify maintenance needs and to improve the overall operation of the distribution system.
- In consultation with REB/PBS personnel, the Maintenance Specialist and the Materials Specialist will work together on the identification of the equipment/materials required

for the annual maintenance program for all substations associated with the three PBSs selected for the pilot maintenance program.

- Conduct the field survey utilizing the Wood Pole Plant Specialist in a number of different PBSs in order to determine the condition of REB wood poles presently in service and to make subsequent recommendations as to a cost effective test/treatment program to increase the service life of the poles.

#### **Task B.2: Material Supply for O&M Program**

##### Status as of this Quarter:

- Completed the recruitment of a qualified STS Materials Specialist and prepared contractual agreements in order to ensure assignments in Bangladesh would begin in the next quarter.
- Continued to identify items to be included in the equipment and materials list that is needed for doing substation maintenance, and began working with REB to locate potential suppliers of these items.

##### Plans For Next Quarter:

- Work with the STS Materials Specialist to orient him to Bangladesh and the REB/PBS system including a review of the current OMRR policy and equipment/material listing.
- In consultation with REB, select the PBSs who will be on the short list of potential participants in the pilot Maintenance Material Supply Program.
- In consultation with REB/PBS personnel, the Materials Specialist and Maintenance Specialist will work together on the identification of the equipment/materials required for the annual maintenance program for all substations associated with the three PBSs selected for the pilot maintenance program.
- Continue to identify material supply problems faced at the PBSs, and REB as well as make preliminary assessments as to potential approaches for addressing these problems and begin formulating a plan of approach for addressing these problems.

### **Program Activity C: Strengthen Utility Performance**

#### **Task C.1: Strengthen Training Program and Procedures**

##### Status as of this Quarter:

- Continued with following curriculum development activities in consultation with the concerned personnel of REB's Training Directorates:
  - Proceeded with revision of the training manual after receiving the comments and review reports of the Curriculum Review Committee of REB on:
    - Operation, Maintenance & Repair of Voltage Regulator for Engineers (TO 235)
  - Continued with the development of the following training manual
    - Maintenance & Repair of Voltage Regulator for Lineman Part III Passed (TL 044)

- Continued with the development of the following training manual (Trainer and Trainee) for Bill and Cash Supervisor (Bill) of PBSs:
  - ≡ Planning and Acting -- Getting the Job Done (IM 121)
- Initiated work for developing curriculum outline on:
  - ≡ Material Accounting for Assistant Directors (Finance) and Accountants of REB (IF 520)
- Prepared another draft of the Training Needs Assessment (TNA) Report for the employees of REB and PBSs and other outside firms providing services to the RE Program.
  - Note: This sub-task involved significant data gathering in both REB and the PBSs and included analysis of the current job requirements and with comparisons being made as to how these job skills were being addressed in the current REB approved Curriculum Plan.
- Initiated planning for regional consultation to Pakistan and Malaysia to investigate electric utility training institutions in support of the development of REB's proposed Training Academy.

Plans for Next Quarter:

- Continue with curriculum development subtasks including:
  - Complete the development of the training manual (Trainer and Trainee) for the following technical training course:
    - ≡ Maintenance & Repair of Voltage Regulator for Lineman Part III Passed (TL 044)
  - Conduct pilot test, review the draft and finalize the training manuals (Trainer and Trainee) for the following engineering course in consultation with the concerned personnel of REB's Training Directorate:
    - ≡ Operation, Maintenance & Repair of Voltage Regulator for Engineers (TO 235)
  - Proceed with the development of the following training manuals (Trainer and Trainee) after receiving recommendations from the REB Curriculum Committee members:
    - ≡ Material Accounting for Assistant Directors (Finance) and Accountants of REB (IF 520)
  - Proceed with the task of developing training manuals (Trainer and Trainee) for the following training programs:
    - ≡ Planning and Acting Getting the Job Done for the Bill and Cash Supervisors of PBS (IM 121)

Proceed with further revisions and the draft Training Needs Assessment (TNA) for the employees of REB and the PBSs and other outside firms providing services to the RE Program and interact with REB Training Directorate personnel regarding the findings that are being reflected in the Report. (Note: This Training Needs Assessment is a deliverable under the Contract with USAID with a submission date of March 31, 2004.

(Note: This Training Needs Assessment is a deliverable under the Contract with USAID.)

- Finalize plans and conduct the regional consultation to Pakistan and Malaysia to investigate electric utility training institutions in support of the development of REB's proposed Training Academy.

**Task C.2: Enhance Computerization in REB and PBSs**

Status as of this Quarter:

- Conducted workshop on the "Strategic Planning for Information Technology" on January 18-19, 2004 at American Club with the participation of the senior REB officials and several PBSs General Managers.
- Prepared a formal Workshop Report that documented the proceedings, including the identification of the Consumer Information System (CIS) being the most critical system need of the PBSs.
  - The Workshop Report included as summary of the presentations made, as well as the various areas of computerization needs that were identified by various representative teams made up of REB and PBS personnel. The consensus regarding the priorities for addressing the identified needs was also included.
- As per the priority set in the Strategic Planning workshop, the Computer Team has concentrated much on the development of the PBS Consumer Information System (CIS). The following tasks have been completed in this quarter.
  - Completed an assessment of the existing Billing software packages, developed by several vendors and in use at Dhaka-1, Comilla-1, Comilla-2 and Narshingdi-1.
  - Completed a detailed study and analysis of the requirement specification
  - Initiated the design of the proposed integrated Consumer Information System.
  - Conducted CIS design review workshop meeting at Dhaka PBS-1 with the participation of a cross-section of PBS AGMs and Billing Supervisors.
  - Prepared and distributed initial work plan for the CIS development.
  - Conducted an in-house unit test of the CIS data acquisition and code modules.
- Held discussions with REB as to where the newly developed CIS software package would be initially pilot-tested with certain parameters being identified for selection of appropriate PBS sites and the selections being Mymensingh II and III.
- Continued with the field delivery the training program entitled "Computer Fundamentals Training" that has a target population of PBS personnel operating computers to perform various tasks. During the reporting period, about 61 PBS employees have been trained from four PBSs. The PBSs are Chittagong I, Dinajpur-2, Mymensingh-2 and Rajshahi.
- Initiated a special off-site training course for the NRECA Computer team on "Oracle Database Administration" conducted by the Base Limited, the authorized Oracle training provider in the Bangladesh.

- Continued with ongoing development work with various software packages including as needed training related to the following:
  - Supported the Rates and Contract Cell on an as needed basis in its expanding use of the Statistical Data Base for the development of the MIS Report.
  - Provided specific assistance to REB's Rate Cell employees to crosscheck the PTA report that will soon be generated from the Statistical Data Base software.
- Continued our support and training to PBS and REB personnel at NRECA office and on-site at PBSs on an "as needed basis".

Plans for next quarter:

- Continue with the work to fulfill the priority of the Consumer Information System (CIS) set in the Strategic Information Planning Workshop, which will focus the work of the NRECA Computer on the following:
  - Complete the design of the code and data acquisition routines
  - Continue development of different modules of the CIS software
  - Complete preparation of data acquisition forms and training materials
  - Conduct unit test of CIS processing routines
  - Complete data entry into the common tables in order to facilitate the entry of the master information into relevant table of the database.
  - Install the processing modules of the CIS modules
  - Initiate training for the users of the CIS data entry in the Mymensingh PBS-2 and Mymensingh PBS-3.
- Continue to provide support and training to PBS and REB personnel at NRECA office or if necessary at the PBSs on an "as needed basis"
- Continue with implementation of the "Computer Operating Fundamentals" course with coverage to be at least six more PBSs.
- Complete the training course on Oracle Database Administration course that is being conducted for the NRECA Computer Team by the local vendor, Base Limited.

**Program Activity D: *Supplemental Tasks***

**Task D.1: Updating Engineering and Construction Standards**

Results as of this Quarter:

- Determined that Mlsoft program could be used to model the national grid for purposes of preparing alternatives analysis of expansion of the 33kV systems while looking at options for accessing the 132kV grid to better meet the needs of the PBSs.
- Began a preliminary review of substation designs to identify potential low-cost 132kV grid substation options.
- With respect to changes in engineering practice, the REB raised no specific issues.

Plans For Next Quarter:

- As part of standard practice, advise and assist REB regarding engineering related issues in support of ongoing changes in equipment and new technology that requires a review prior to making changes in equipment specifications and standards
- Prepare proposal for World Bank regarding preparation of a 132/33kv system expansion plan and interface with USAID with respect to how the work is accomplished.
- Initiate plans for completing the review of the REB Engineering and Construction Policies and Standards when the Engineering Specialist will be available in Bangladesh on an extended assignment from August through December.

**Task D.2: Socio-Economic Impact Assessment**

Status as of this Quarter:

- Completed assistance to the remaining two PBSs (out of nine PBSs) in conducting a one-day initial training course for the data collectors on procedures & techniques of the Socio-economic Baseline Data collection from the new consumer-customers. In two PBSs, a total of 93 staff (enumerators and supervisors) participated in these program.
- Completed nine training programs on Data Entry Operation in nine PBSs headquarters.
  - Each of the individual programs at different locations required minor modification of the training material, but each program also including opportunities for sharing discussion on key issues of the data collection procedures and techniques with some of the key management staff.
  - In total, eighty participants (male 36 & female 44) attended the programs.
- Provided follow up and troubleshooting support to 3 Zonal offices of 2 PBSs as per their evolve needs for smooth implementation and institutionalization of the SE Baseline Database System.
- Proceeded with preparation of a short SE Baseline report using the collected data of the domestic new customers during July 2002 to June 2003.
- Participated in a two-day workshop on RE Gender Strategy & Action Plan conducted by ENERGIA-ECBL with both NRECA's Socio-Economist and Team Leader being requested to serve on Workshop panels.

Plan for the Next Quarter

- Provide orientation sessions with the new Executive Director, REB about the SE Baseline Database System and its implementation.
- Proceed with continuation of the follow up and troubleshooting support to seventeen concerned PBSs regarding smooth implementation/institutionalization of the Socio-economic Baseline Database System.
- Proceed with implementation of the Refresher Training on SE Baseline Data Collection Techniques and Procedures as per evolve need of PBS management.
- Complete a short report regarding performance (quantitative and qualitative) of the eight PBSs involved with collection of the socio-economic baseline data of the year July 2002 to June 2003.
- Continue to provide support to SEMEC-REB to promote the Socio-economic activities of the RE Program, which includes exchanging ideas with different stakeholders.

## **IV. Quarterly Status & Planning of Project Management For RPPR**

### ***Project Management/Administration For Program-Related Issues***

#### Status as of this Quarter:

- The Arlington office completed the recruitment and processing of the Materials Management Specialist in anticipation of his initial assignment in Bangladesh being the next quarter.
- The Arlington office continued with recruitment and processing of candidates for the various short-term positions.
  - Continued efforts with recruitment of the Training Specialist.
- Dhaka Office initiated a plan with USAID regarding the leave of absence (24 months) for the local GIS Specialist who was selected to complete a MS program in GIS work at a university in Australia.
  - A suitable replacement was identified and was placed under contract for this period following USAID approval.
- Continued with investigations with USAID, US Embassy and other NGOs in order to locate suitable medical insurance providers for incorporating this coverage for local staff. These investigations involved further communications with various providers as well as customers of these various providers.

#### Plans for Next Quarter:

- The Arlington office will continue efforts to recruit a Training Specialist for the only remaining short-term post.
- Review other options for local internet provider in hopes of identifying a better service for the Dhaka office and complete the installation as required.
- Continue with earlier investigations of potential medical insurance providers for incorporating this coverage for local staff including consultation with USAID, Embassy and other NGOs.

## V. Brief Summary of Related Observations & Other RE Activities

### *Key Operational Information*

The following table reflects key operational information regarding the sixty seven (67) commercially operating PBSs included in the RE Program for the months of December '03, January '04, February '04 and March '04 as contained in the selected REB Management Information System (MIS) Reports:

Description	Dec. 2003	Jan 2004	Feb. 2004	Mar 2004	Change - 3 Mos Period
System Loss (12 mo. Avg.)	16.43%	16.32%	16.05%	15.85%	-0.58%
System Loss (this month's Avg.)	15.14%	15.97%	10.27%	15.02%	-0.12%
Percentage of Collection (12 mo. Avg.)	98.01%	98.55%	97.63%	97.16%	-0.85%
Percentage of Collection (this mo. Avg.)	105.97%	102.24%	89.81%	101.06%	-4.91%
Accounts Receivable (# mo. Outstanding)	2.14%	2.11%	2.18%	2.17%	+0.03%
Total Villages Energized	39,864	40,048	40,427	40,601	+737
Number of New Meter Connections	47,586	74,686	45,078	52,221	+4,635
Total # of Meters Connections	50,77,365	51,31,238	51,76,316	52,28,537	15,1172
Total Km of Energized Line	164,361	165,517	166,758	167,788	3,427
MWH Purchased YTD - % of change last yr.	18.77%	17.46%	17.89%	18.33	-----

- For this two-month reporting period, the operational statistics for the 67 energized PBSs continue to reflect that the overall RE Program shows significant expansion with **98,951 new connections** being made during this reporting period. This averages out to **49,475.5 per month** or **1,940 per working day** based on an average of 25.5 day working days/month. As part of this ongoing expansion, **563 new villages** received electric service. Also, the total amount of energized line increased by **2,397 km** during these two months for an average of 1,198.5 km/month or 47 km/day during an average month of 25.5 working days.
- As of the end of the reporting period, the overall **12-Month Average System Loss** for all 67 operating PBSs decreased by **0.38%** over the three-month reporting period.

Note: The ongoing project with the World Bank involving the takeover of significant amounts of distribution line and pockets (up to 3 MW load centers) continues to challenge the PBSs regarding their capabilities to get the losses associated with these areas under control.

- There was a reduction of 4.87% in the *Average Monthly System Loss* for the reporting period which bringing this statistic to a surprising low 10.27%.
- The overall *Percentage of Collection (12 mos average)* shows a slight decline of 0.38% bringing the collection rate to 97.63%. This collection rate continues to reflect an earnest effort on the part of the PBS to collect its bills, as well as willingness by the PBS members to pay their electric bills. The *Percentage of Monthly Collection (this month Average)* showed a marked decrees of 16.16%, which moved from 93.08% for December '03 up to 89.81%.
- The total *Accounts Receivable* showed a slight increase of 0.04% during the reporting period thus resulting in a total of 2.18 months outstanding and owed to the PBSs.
- Another indicator that identifies positive growth is the one related to *MWH Purchased Year to Date*. The continued growth in demand is reflected by the monthly increases for the three months of the reporting period of 17.46%, 17.89% and 18.33%. As noted in previous Quarterly Reports, these figures represent the percentage of positive change in the total number of MWH purchased for the year when compared to the same period in the previous year. These positive increases continue to help document some of the findings of the October 2002 "Economic and Social Impact Assessment" related to load growth and some of the positive increases in economic activities due to having electric service in rural areas.

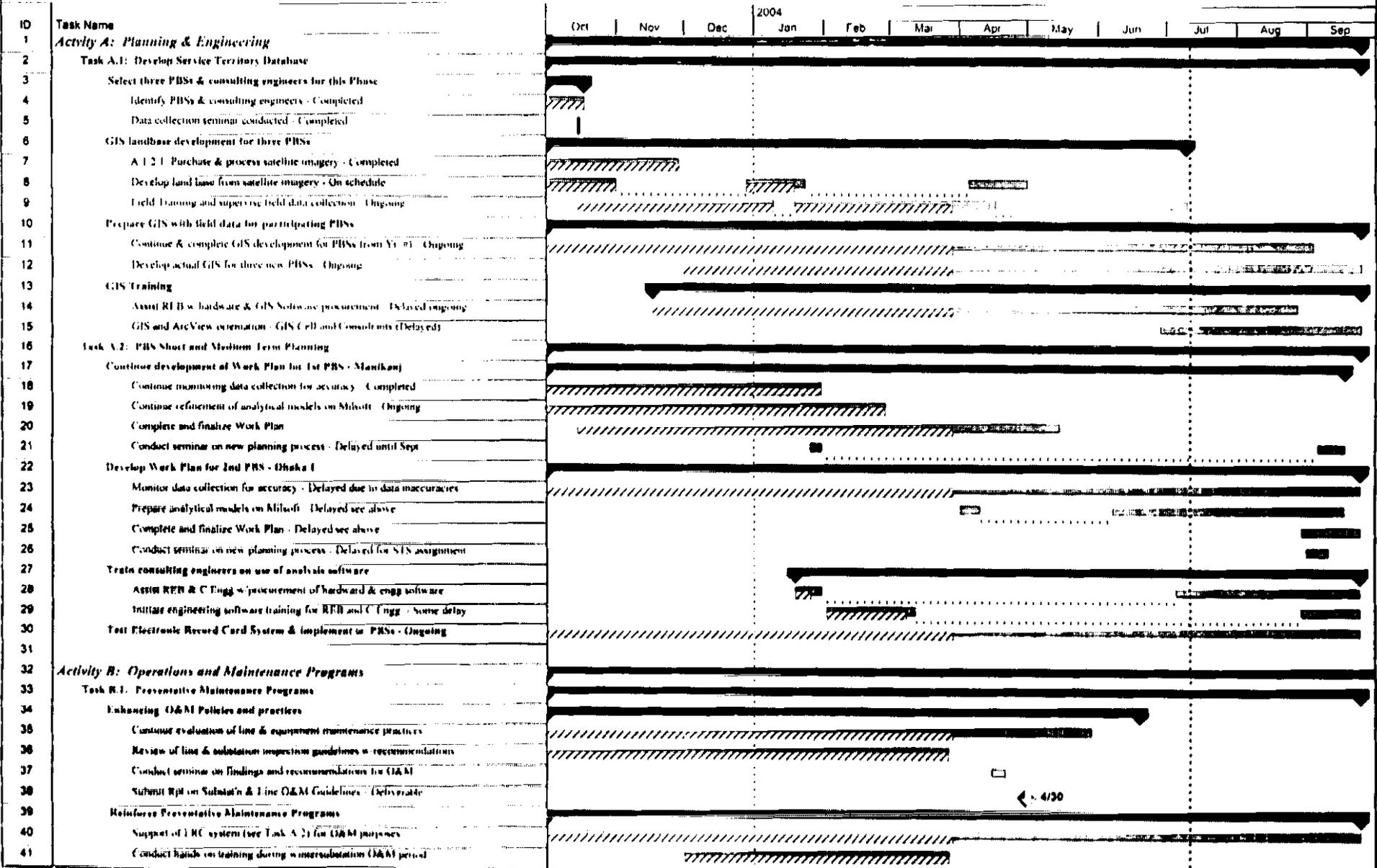
### ***Other Related Activities and Relevant Information***

- NRECA continued as active member of RE Donors' Group that has been formed to improve donor coordination in RE Sector.
- Although there were no formal meetings of the RE Donors' Group held during the reporting period, NRECA staff did participate in meetings on various RE issues with representatives from JBIC, the World Bank, KFW, and DFID.
- Participated in a half-day Workshop sponsored by the Power Ministry where the State Minister of Power presented a review of the current status of the Power Sector and identified its future needs to representatives of the donor community, private sector and other interested attendees.
- Participated in additional meetings with Team members assigned under Dutch funding to develop a *Gender Strategy and Action Plan for the RE Program*. As noted under Task D.2, the Team Leader and Socio-Economist were directly involved in the Workshop held to disseminate information about the Gender Strategy and Action Plan that was developed by the Team under the Dutch funding.
- Participated in a series of meetings with PA Consulting team members regarding efforts to help formulate recommendations about how the RE Program would interface with the Bangladesh Energy Regulatory Commission (BERC) of USAID's Energy Team contractors that are now being held at the Mission as scheduled by the Mission's Energy Office.
- Participated in the following two sessions involving delegations from the region during the reporting period:
  - Meeting with team of consultants from Nexant to discuss regional training issues under the SARI/E Program and how it might be possible to involve representatives from the participating countries in providing different types of training for entities from different countries. REB was identified as being a prime candidate for various types of training related to distribution

**EXHIBIT - A**

**IMPLEMENTATION SCHEDULE  
With Focus on Year #2**

## RPPR II Second Year Workplan and Implementation Schedule - 2nd Qtr.



RPPR II Work Plan  
Year #2  
10/03 to 09/04 2nd Qtr

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			

