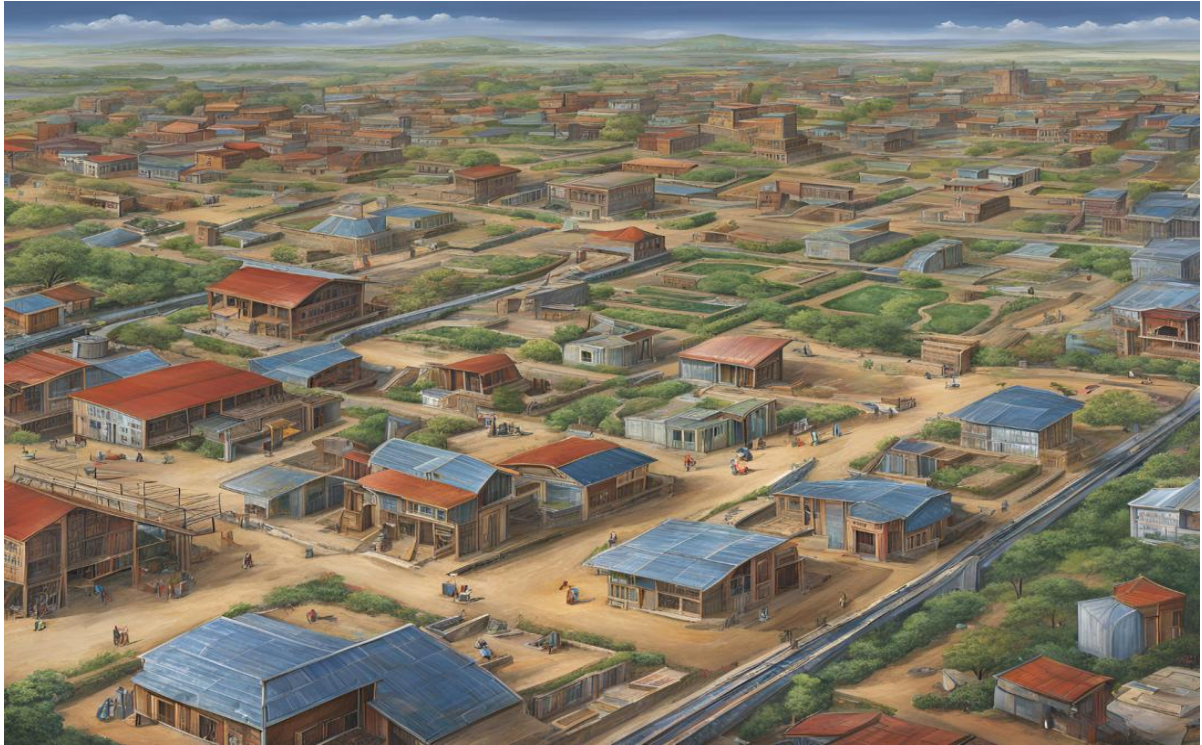




URBAN DEVELOPMENT DIRECTORATE (UDD)
GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH



**INCEPTION
REPORT**



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**Socio-Economic and Other
Related Surveys; Package-
04 under Preparation of
Development Plan for
Meherpur Zilla Project.**

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EXECUTIVE SUMMARY

The Inception report provides a detailed account of the preparatory activities for the socio-economic survey and related studies under the "Preparation of Development Plan for Meherpur Zilla" project. These efforts aim to comprehensively understand Meherpur District's socio-economic landscape, which will inform strategic and sustainable development planning.

Meherpur District, with its agricultural significance, cultural heritage, and untapped economic potential, faces several challenges, including inadequate infrastructure, socio-economic disparities, and vulnerability to natural disasters. This survey gathers robust demographic, economic, and spatial data to address these challenges and align development initiatives with community needs.

The consultancy contract between the Urban Development Directorate (UDD) and Geomark Limited was formalized on December 2, 2024. Geomark Limited, a leader in IT-enabled and geospatial services, was appointed as the consultant for the project. A multidisciplinary team was deployed, including experts in socio-economic surveys, GIS, community engagement, and data management. Orientation, resource allocation, and training sessions ensured readiness for data collection using GPS-enabled devices and KoBoToolbox. Preliminary activities included stakeholder meetings, focus group discussions, and pre-testing of survey tools. Key insights were gathered on demographics, infrastructure, transportation, education, and healthcare. Adopting KoBoToolbox, an open-source platform, ensures efficient, accurate, and real-time data collection. The digitalization process enhances data quality and facilitates centralized data monitoring. Limited access to quality educational institutions and inadequate healthcare services require immediate attention. Stakeholders expressed a strong demand for higher education opportunities and improved public services.

The project is scheduled for an eight-month completion period, segmented into i) Data collection and processing. ii) Analysis and reporting. iii) Support for developing regional and sub-regional plans. The staffing schedule reflects a well-coordinated deployment of professionals to ensure seamless project execution. The inception phase has successfully laid the groundwork for conducting the socio-economic survey and aligning tools, methodologies, and team efforts with project objectives. The insights from this phase will guide data collection, analysis, and the formulation of actionable development strategies for Meherpur District.



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Chapter 1. Introduction

1.1 Overview of the Report

Physical Plan aims to improve the living conditions of the area's residents for which such a plan has been prepared. Socio-economic surveys must ascertain the needs, expectations, and prevailing service levels. A Socio-economic Survey provides the socioeconomic profile of an area and the residents' attitudes/aspirations, which help the planners decide on the land requirement for different uses and the level of services that need to be ensured and incorporated in the plan document. The TOR provides for survey households of the project area to get information on the following aspects:

- Demographic information: Age, sex, growth rate, household size, migration, etc.
- Religious Group: Religious status.
- Education Status: Primary, secondary, higher & others
- Occupation Pattern: Government, private, business, farming, labor, and others
- Income Level: Lower, medium, and higher (income range)
- Ownership Pattern: Land ownership information, type of dwelling houses, etc.
- Land Value: Low land, ditch land, built-up & buildable land, etc.
- Health Facilities: Type of facilities in hospital, private clinic dispensary, etc.
- Recreation facilities: Type of facilities (Active and Passive).

Data from both the secondary and primary sources will be utilized to accomplish the specified objectives of the study.

1.2 Background of The Study

Meherpur, a district of historical and cultural significance, is recognized for its agricultural prominence, natural beauty, and growing economic potential. The socio-economic survey explores these attributes while addressing challenges such as inadequate infrastructure, socio-economic disparities, and vulnerability to natural disasters. The mobilization phase ensures a structured and well-coordinated approach to collecting accurate, real-time data using modern tools and methodologies, enabling informed decision-making.

1.2.1 Historical Events

There are two preeminent pieces of information about the name of Meherpur. One is the name of Meherpur, after some time, in conjunction with the name of a person



named Islam, according to the name of a person named Meher Ali. The name of Meherpur was started after some time. The spread of Islam began from the beginning of Muslim rule in this region. Hazrat Khan Jahan Ali (R), started spreading Islam widely in the areas of greater Kushtia, Jessore, Khulna, Barobazar, Chuadanga, and Meherpur. Pir Khan Jahan Ali went to Bagerhat on Barobazar via Meherpur on the way to Bhairab from Gaur. At that time, it is said that there were 360 saints and 60 thousand soldiers. He hoisted the flag of Islam in the southern part of the country and established a settlement and governance system. At the same time in this region, the arrival of Allah's blessed personality came to be several Islamists. Shah Alai, Shah Alai and Enayet Ullah are notable. The name of Meherpur was established in line with the name of Durga Mehr Ali Shah, the goddess of Purna Atna Islam. It is known that Meher Ali was very well known as a very influential and famous spiritual person. The second aspect of the origin of Namharpur name is to be noted here, in the travelogue of the East Bengal Railway, Mihir and his own son-in-law Khanna (famous for Khana Bachchan) lived in this region on the banks of the Bhairab river. It is assumed that named after Meherpur in Mihirpur and later in the subconscious, named after him.

Declaration of Independence, Bangladesh's official declaration of independence of Bangladesh on April 17, 1971. During the Liberation War, the expatriate Mujibnagar Government came into effect as the interim Constitution of the country. Even before the formation of the new constitution of independent Bangladesh on 16 December 1972, this declaration was effective as the country's constitution. On 25 March 1971, the Pakistani Awami League leaders, Constituencies, and provincial council members took refuge in India on the pretext of attacking the people in Dhaka and other parts of East Pakistan during the Pakistani military on March 25, after crossing the border for safety. Many of them gathered in Calcutta by March 30th. The members of the Constituent Assembly and the Provincial Assembly met in Calcutta on April 10, forming an Expatriate Legislative Council and formulating the Declaration of Independence. On 17 April, a member of the Constituent Assembly, M Yusuf Ali, officially announced the Declaration of Independence at an informal ceremony at Vaidyanathtala (present-day Mujibnagar) on the border of Meherpur district. With the announcement, the newly formed Legislative Assembly declared the independence and sovereignty of Bangladesh. In this announcement, the expatriate Mujibnagar government was considered to be valid and, in this announcement, it was instructed to set up a chain of command among all those who participated in the liberation war.



1.3 The Executing Agency

The Urban Development Directorate (UDD) was established through a government order on 17th July 1965. This directorate is working under the Ministry of Housing and Public Works. Since its inception, UDD has contributed to developing Master Plan/Land Use Plans for small, medium, and large towns and cities in Bangladesh. Thus, it is contributing to the development of the localities and lifestyle of the people of Bangladesh in direct and indirect ways. The vision of UDD is to augment the quality of life of the people by improving the environment through planned development activities for adequate infrastructure, services, and utility provision, to make optimum utilization of resources, especially land, and to ensure geographically balanced urbanization. It also aims to reduce local and regional disparity by alleviating poverty and creating good governance in the country through people participation and empowering women. Urban Development Directorate would welcome any cooperation, assistance, and patronage from national and international quarters

1.4 The Consultant

GEOMARK LIMITED is a Joint venture Organization having expertise in socioeconomic survey through smart devices, data processing, data analysis, and report writing.

1.5 Objectives

The objectives of the work comprise the following:

- a) Identify the socio-economic condition of the people of different strata and minority groups including tribes and also identify people's aspirations, attitudes, and opinions towards the development of the area
- b) Identification of needs and demands of the inhabitants for their development and the project area as a whole.
- c) Prepare people-oriented demand-driven planning and other relevant planning package of the region.
- d) Preparation of the physical quality of life index (PQLI) of the inhabitants of the project area.



e) Preparation of Socio-economic and other related survey reports containing spatial translation from the output of the survey findings.

1.6 Scope of Work

UDD project team members shall prepare the plan for the Preparation of Development Plan for Meherpur Upazila. The survey firm shall conduct all necessary socio-economic and other surveys and studies for the project, prepare working papers on the relevant fields under study, and also assist the UDD team members in the preparation of the final plan and all relevant reports till completion of the project.

The survey firm would extend all necessary assistance, particularly in gathering and procuring all relevant socio-economic and cultural attribute data of each feature within the project area; SPSS & GIS database operation and management, analysis, and preparation of all maps and reports till completion of the project.

The survey firm would also conduct different types of other surveys and studies covering hydrological and coastal surveys and studies, environmental studies, traffic and transportation surveys, socio-economic surveys and demographic studies, agricultural surveys and studies, baseline surveys of flora and fauna, etc. The survey firm shall also arrange workshops/seminars on collected data and information, findings, interpretation, and working papers and conduct other ancillary activities relating to the project activities as directed by the PD wherever necessary. UDD project team would conduct all PRA sessions and the survey firm would extend necessary assistance in communication with the Mayor, ward councilors of Saurashtra, Union Parishad Chairman, and other stakeholders as directed by PD for arranging the PRA sessions. The survey firm shall collect all relevant data and information through a digital survey and upload the collected data to the website instantly through an online communication device; at the end of each month submit a report containing all information that has been uploaded to the website and ensure that all data and information are accessible to viewer.

The survey firm shall be responsible for the quality of data and information collected, data processing, cleaning and editing, and presentation into tabular form including preparation of working papers as required by PD. The survey firm shall deliver all raw and processed data along with working papers containing guidelines for preparing the planning package.



The traditional practice of a Development Plan is to expand urban facilities, ignoring or suppressing the priority of agriculture, fisheries, forestry, or ecology. The current project would emphasize the coastal activities focusing on tourism. It would emphasize the tourism development in and around Meherpur Upazilas and also the livelihood of the local people. The socioeconomic Survey firm will conduct 1000 Socio-economic Questionnaire preparation and printing, field surveys, cross-checking Data entry, Data quality checking, analysis, report writing and printing, etc.

A. Socio-Economic Survey, Study of Formal and Informal Sector (Both Urban and Rural) Economy, and Social Infrastructure:

a-1. Socio-Economic Survey: The objective of the socio-economic survey for Meherpur Upazilas is to identify the existing socio-economic condition of the region including their development potential with special reference to tourism development in the region. The survey would also reveal their opinion, needs, demands, and perceptions relating to their socio-economic development emphasizing tourism. The survey firm shall prepare a socio-economic questionnaire in an online communication device (tablet) compatible format (apps), and also be responsible for editing, piloting, and finalization of the questionnaire. Then shall conduct a digital survey at the household level (both in the urban and rural areas) through the structured questionnaire, acquire a geo-coordinate of the household and also the picture of the respondent and household; and upload the data and information including geo-coordinate and picture of both respondent and household to the website instantly through an online communication device (tablet) in consultation with PD.

The survey firm shall also check and ensure the quality of the field-level surveyed data and upload the surveyed data to the computer on the same day. The socio-economic database shall be linked with that of other related spatial and attribute databases collected from different surveys and studies conducted by other survey firms. He/She would also ensure the quality of the database (data editing, data cleaning) and would perform data analysis, and tabulation, present it in graphs and figures, and preparation of reports.

The survey firm shall have to identify the households and/or locations surveyed on a physical feature map and also interlink the collected socio-economic data with different steps of other related activities conducted by other different survey firms.

**a-2. Study of Formal and Informal Sector (Both in Urban and Rural) Economy:**

Preparation of questionnaire for studying formal and informal sector economy both in urban and rural areas in online communication device (tablet) compatible format (apps) covering trade, commerce, shopping and other related activities, editing, piloting, finalization and printing of questionnaire by the survey firm. Then, a digital questionnaire survey shall be conducted both in urban and rural areas in consultation with PD, take photographs and geo- geo-coordinate the enterprise surveyed' and shall check the quality of the field-level surveyed data and upload the surveyed data to the website instantly and also upload to the computer at the same day. The attribute data of surveyed commercial and industrial enterprises shall be linked with spatial data collected from physical features and land use surveys. We will also ensure the quality of the database (data editing, data cleaning) and will perform data analysis, and tabulation, present it in graphs and figures, and prepare of report.

Trade encompassing banking and other financial institutions, shopping centers and shops, and commercial establishments differentiated into wholesale and retail shopping should be recorded. Growth or decline in the economy during the last 10 years should be collected and presented in a report with explanatory notes on the causes for growth or decline covering a possible quality of existing and future trade, commerce, and shopping facilities for the project area with tentative pedestrian linkage (missing link) considering manmade and natural disasters for the Project area. All the collected attribute and spatial economic data shall be linked with other spatial database by the survey firm.

a-3. Study of Social Infrastructure (Education, Religious, Sports, Recreation, Community and Socio-Cultural Services/Facilities, etc.):

Preparation of questionnaire for studying social in online communication device (tablet) compatible format (apps), editing, piloting, finalization, and printing of questionnaire by the survey firm. Then, a digital questionnaire survey shall be conducted both in urban and rural areas in consultation with PD and check the quality of the field-level surveyed data and upload the surveyed data to the computer on the same day. The attribute data of surveyed social infrastructure shall be linked with spatial data collected from the physical feature survey.



Chapter 2. Understanding the Project

2.1 Project Objectives

The objectives of preparation of Strategic Planning at the MUDP area, laid down in the TOR are as follows:

- (1) A review of the work plans and schedule for the remaining period of the contract.
- (2) Activities to be performed by the survey firm for Socio-Economic Survey Report

All survey data including

Socio-economic and Other related surveys (traffic survey, bathymetric study report, tidal data, and information, survey of Urban and Rural Economy, environment studies, disaster studies, social space studies, baseline survey of flora and fauna, hotel/motel accommodation survey, etc. as specified in the ToR)

Collection of Socio-Economic data from published sources

2.2 Step-wise Detailed Activities

The detailed activities to be performed by the survey firms are described below:

2.2.1 Step 3-I Socio-Economic Survey

STEP 3-I-A A questionnaire shall be designed in an online communication device (tablet) compatible format (apps) in consultation with PD

STEP 3-I-B Household sample survey will be done using the approved Questionnaire based on the specified Questionnaire format indicated in TOR. The sample size will be a minimum of 30 questionnaires at each Ward level and 30 nos of each union level of Meherpur Upazilas. (sample size shall be determined in consultation with PD).

STEP 3-I-C Surveys will be conducted on issues like tourism development, housing for disadvantaged groups, land value, informal economic activity, traffic congestion, drainage, water logging, unauthorized encroachment, waste disposal, playground, and park, stakeholder's participation in planning and development control, etc.

3-I-D During conducting the survey, the geo-coordinate, and photographs of the household including the photograph of the respondent have to be taken and would be uploaded to the website instantly by using an online communication device (tablet).



3-I-E The survey firm shall check the quality of the data and upload the data to the computer at the end of the same day.

3-I-F The survey firm shall identify the location of the household on a physical feature map and link the household survey with that of the spatial database in Arc GIS.

3-I-G The survey firm shall link the attribute data of the socio-economic survey with that of the spatial database in Arc GIS.

3-I-H The survey firm shall provide spatial translation of the interpretation obtained from data analysis to draw a scenario of the output of a socio-economic survey on space.

Step 3-I-I Inventory of the survey will have to be prepared as per the format prepared in consultation with PD. Data processing, analysis of survey data, mapping, working paper containing planning strategy and development options, and reporting will be made as per requirement of TOR.

2.2.2 Step 3-II Other Related Surveys

Other related surveys and studies (formal and informal industries, formal and informal economy (both urban and rural), social infrastructure, recreational spaces (both open and closed), archaeology, social space studies, etc.) as specified in the ToR shall also be conducted in consultation with PD.

Step 3-II A We will collect data and information through other related surveys and studies as specified in the ToR. The firm shall prepare questionnaires concerning each survey and study (wherever necessary) in an online communication device (tablet) compatible format (apps) and conduct digital surveys. For those components of other related surveys and studies, digital survey may not be possible, manual survey shall be conducted in consultation with the PD.

Step 3-II B At the time of conducting surveys geo-coordinate and photograph of the feature and/or location and respondent (if conducting questionnaire surveys) shall be taken and uploaded on the website instantly through an online communication device (tablet).

Step 3-II C If any anomaly is found in the collected data and/or wrong data entry/data missing etc. to be corrected by the survey firm and again re-upload them to the website



indicating corrected questionnaire. However, the previous questionnaire shall not be removed from the website.

Step 3-II D The data and information including photographs collected from digital surveys shall also be uploaded to the computer at the end of the same day for processing and analysis.

Step 3-II E All the collected data and information (both spatial and attribute) shall be interlinked with that of different other surveys (including physical features, topography, land use, etc.) conducted by different survey firms. The survey firm shall also identify the location/ household/ feature surveyed on the base map and locate it in the spatial database.

Step 3-III After completion of all survey work and linking all attributes and spatial database with each other the survey firm will submit a survey report stating the actual methodology explaining detailed procure adopted in the field survey, problems faced during survey work, how the problems were solved, interlinking of the database with that of different other surveys (including physical feature, land use, topography etc). The report shall also contain detailed information relating to data uploaded to the website. The survey firm shall submit all raw databases including maps, questionnaires, photographs, etc, and spatially linked databases along with survey reports.

2.3 Data Processing, Analysis, Interpretation, Presentation, Formulation of Working Paper and Submission of Interim Report

(1) A review of the work plans and schedule for the remaining period of the contract.

(2) Activities to be performed by the survey firms for Interim Report:

- Preparation of a working paper for all relevant components of the survey components under the planning package including, but not limited to the following:
- Housing and socio-economic condition
- Social and Urban Infrastructure
- Agriculture
- Utilities and Services including water supply, sanitation, sewerage disposal,



- Transportation and traffic
- Hydrology and bathymetric studies (if any)
- Urban and Rural Economy including informal economic and industrial sector
- Environment, Disaster Risk Assessment, Waste Management and Pollution

Interim report containing requisite working papers (if more than above stated required) shall be prepared by the survey firms as directed by the PD.

Step 4-I: All the working papers (number and content of working papers shall be determined in consultation with the PD) shall contain an analysis of the existing situation and local demand; people's views, attitudes, and opinions regarding development problems.

Step 4-II: SWOT analysis, and Identification of problem area and requirement on space and analyzing them concerning surveyed data and information.

Step 4-III: Assist the Project team members in the formulation of planning standards for spatial variation in character and natural setting for analysis from socio-economic and other related surveys and studies and also by integrating results of different other surveys (including physical feature, land use, topography, geology, etc.) in close coordination with different other survey firms, who conducted such surveys and studies.

Step 4-IV: Assist the Project Team members in the formulation of policies for planning packages and development of alternate strategies to attain the policies in close coordination with other survey firms, who conducted different surveys and studies including physical features, land use, topography, geology, etc.

Step 4-V: Assist the Project Team members in the analysis of alternative strategies and selection of the most appropriate option among the developed alternatives in close coordination with other survey firms, who conducted different surveys and studies including physical features, land use, topography, geology, etc. for preparing the planning package.

Step 4-VI: Submission of Interim Report along with all working papers containing the issues as stated in step 4-I to step 4-V.



Chapter 3. Location of the Project Area

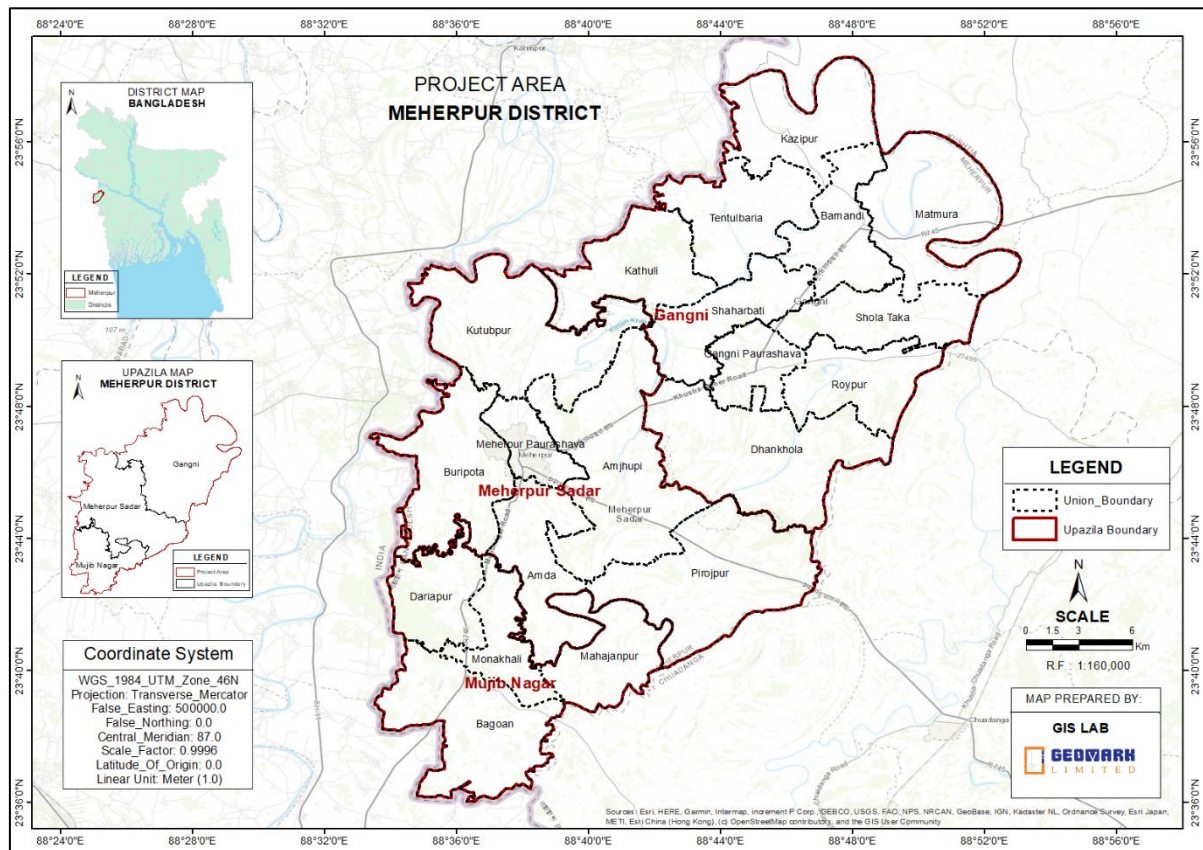
3.1 Introduction

This chapter describes the basic information about the Meherpur Upazila area and MUDP (Urban & Rural) area. The information presented in this chapter has been collected directly from the field as well as from many other secondary sources including National population Census Reports of BBS and other relevant document.

3.2 The Project Location

The proposed project would be prepared from a regional development perspective considering the region as a part of the whole of Meherpur Upazila and its 18 unions. There is a total of three upazilas in Meherpur District. And they are Meherpur Sadar, Muzibnagar and Gangni.

Map 3-1: Project location





Chapter 4. MUDP and Linkage with the National Development Plan

4.1 Introduction

This chapter explains the inter-relationship between the Meherpur Upazila Development Plan and the national development plans of the country. The national development plans studied in this report include The Sixth Five-Year Plan and the Poverty Reduction Strategy Paper (PRSP). It is more rational to study ongoing and current plans instead of plans that were prepared long back.

4.2 Special Consideration

National development plans are prepared considering the overall needs and aspirations of the country concerning different sectors of development. Policies, strategies, and objectives are set and budget allocation is made to realize development targets. Sectoral budgets are again split down into programs and projects under each sector for implementation through various ministries. Any development initiative at the local level must relate to the national level plans to achieve cohesion and integrity with the overall development of the country to attain the national development objectives. It is therefore necessary to study how the Development plans are related to the national development plans of the country.

4.2.1 Aspects of Development Planning Framework

Development frameworks and processes are complex and multi-faceted encompassing a range of elements that make up development as a whole. Many countries like Disaster Vulnerable, within the region, use a similar framework on which the details of each component can be built to form the development process as a whole. These frameworks can be loosely broken down into three key areas, vision, policy and planning, and implementation. Planning however is not a linear process and is achieved through a range of planning cycles.

Vision serves as the overall guide to the planning process. Based on the learning from the implementation of the previous plans, building on the strengths and also addressing the weaknesses, a long-term vision is set where all citizens reap the benefits of socio-economic development and are empowered. Though the vision does not specifically mention disaster risk reduction or safety from natural hazards,



however, reducing the risk from natural hazards in the country would only contribute to the achievement of the said vision.

Policy is necessary to meet the Vision; the identified challenges of the present and the perceived threats and opportunities of the future. These policies guide the identification of goals, objectives, targets, strategies projects, and programs which is detailed in the development plan. For example, the national physical framework is a broad policy determining the spatial feature of proposed development in terms of settlement, production and protection land use, infrastructure etc. The physical framework in turn helps in identifying the socio-economic goals, objectives, and targets and ultimately leads to programs and projects. As development factors such as society, economics, and environment, are ever-changing aspects of daily life and developmental growth, the formulation and implementation of policy must evolve to make sure that it does not become outdated. With this in mind, decision-makers and policy developers, while creating policy, often use a cyclical process with clearly defined steps to ensure policy does not become outdated.

4.2.2 Integrating DRR into Physical Planning/Land Use Planning

DRR integration is best undertaken during the formulation stage of a physical framework/land use plan. It is at this planning stage that a risk assessment is invaluable in coming up with DRR- a sensitive land use plan. The risk assessment forms the basis for understanding the implications of current and future land use management and development. Given the levels of risk in identified geographical areas, the broad objectives/strategies for risk reduction in land use management and development are to be determined. These include: avoidance; prevention; reduction; and offsetting the impacts.

The analysis of risk impacts on land use guides planners and policymakers in determining where and what development could be further undertaken in their localities, as well as what could be done to improve current development conditions, thereby reducing risks to population and properties. The goals and objectives of land use and development plans should reflect this analysis and translate them into the planned specific programs and projects.

Population and urban development place a huge challenge in land use and development planning. Land use regulations or controls are important in this respect



as they are the principal mechanisms for local governments to manage and regulate growth. The management and regulation of growth and development ensures the protection of fragile ecosystems and the reduction of vulnerability to risks posed by natural hazards. Zoning has been the principal land

use regulation used by municipalities and cities. Zoning identifies and distributes the location of different types of land uses (e.g. residential, commercial, industrial, agricultural, forests, and protected areas) for purposes of regulating the density of population and development.

Disaster risk reduction and land use planning are both multi-disciplinary arenas, they require multi-stakeholder participation. Within government, both are collaborative endeavors that need to be undertaken together by various ministries/departments. Land use planning goes beyond inter-ministry and agency collaboration, from the national to the local levels of government. As land use is an arena of competing interests, planning requires the participation of communities, e.g. farmers, urban settlers, environmental managers, indigenous peoples, as well as developers.

4.2.3 Mainstreaming DRR in National Development Plan

Mainstreaming DRR in the medium-term national planning process helps to ensure that longer-term concerns such as risk reduction are not overshadowed by more immediately pressing issues, and relative political stability, implying the potential ability to sustain long-term programs and initiatives. (Benson, 2009). Typically, the national development plan provides the link between the social, economic, and institutional agenda with the spatial development agenda and acts as the blueprint for the development of the country over a specified period. It provides an opportunity to apply the lessons learned from the past and provide strategies for growth.

The national development plan also reflects a shared vision of the future of the country as a whole and hence attempts to be inclusive. Along with the sectoral priorities, the national development plan also provides an opportunity to outline the cross-cutting development themes that need to be addressed as they have implications on the performance across all sectors. The themes typically include decentralized governance, women in development, and the environment.



Typically, all development plans include a specific section on the performance of the previous plan or challenges that have been hindering the process of development in the country. This analysis covers all the major sectors, individual sub-sector plans, the parameters and/or indicators by which they were based, as well as internal and external developments that may have affected the implementation of the plan.

4.2.4 HYGO Framework for DRR Management

In 2004, Bangladesh experienced one of the most devastating floods in nearly 50 years. About 38% of the country went underwater. The damage caused by the flood was to the tune of US\$ 2 billion. Millions of people were affected. The most affected were the poor the most vulnerable in such disasters.

On January 18-22, 2005 the World Conference on Disaster Reduction was held in Kobe Japan. About 4,000 participants from 168 States, 78 observer organizations from the UN and other inter-governmental organizations, 161 NGOs, and 154 media organizations attended the conference. The broad objective of the conference was to build the resilience of nations and communities to substantially reduce the losses in lives and social, economic, and environmental assets of communities. The conference produced a 10-year Framework document called “Hyogo Framework for Action 2005-2015: Building the Resilience of Nations and Communities Drawing on the conclusions of the review of the Yokohama Strategy, and based on deliberations at the Conference and especially the agreed expected outcome and strategic goals, the World Conference on Disaster Reduction adopted the following five priorities for action:

- Ensure that disaster risk reduction is a national and a local priority with a strong institutional basis for implementation
- Identify, assess, and monitor disaster risks and enhance early warning
- Use knowledge, innovation, and education to build a culture of safety and resilience at all levels
- Strengthen disaster preparedness for effective response at all levels
- Reduce the disaster-related risk factors

4.2 Disaster Management Strategy in the SFYP

The SFYP will carry forward the implementation of the approved National Disaster Management Plan 2010-2015. It will continue the comprehensive all-hazard, all-risk,



and all-sector approach and be built on the foundations laid in the last several years and learn from the positive experiences. The Bangladesh Disaster Management Model which made the basis for revising the disaster management policy and planning documents has mainly comprised of two inter-related elements: Disaster Risk Reduction and Emergency Response. The plan will focus more on Disaster Risk Reduction (DRR) to reduce the relief and recovery needs and also be prepared to deal with any emergencies. The government accords the focus on community-level preparedness, response, recovery, and rehabilitation emphasizing the following three broad-based strategies:

1. Disaster management would involve the management of both risk and consequences of disasters which would include prevention, emergency response, and post-disaster recovery.
2. Community involvement in preparedness programs to protect lives and properties would be a major focus. The involvement of local government bodies would be an essential part of the strategy. Self-reliance should be the key to preparedness, response, and recovery.
3. Non-structural mitigation measures such as community disaster preparedness training, advocacy, and public awareness must be given a high priority; this would require an integration of structural mitigation with non-structural measures.

The priorities on DRR during the SFYP will broadly include: These include:

- Professionalizing the Disaster Management systems and institutions through the execution of the Disaster Management Regulatory Framework already established.
- Strengthening the Disaster Management Bureau's capacity to monitor and take part in cross-government mainstreaming of disaster risk reduction through pre-, during, and post-disaster assessment.
- Strengthening the institutional capacity of government sectoral ministries, departments, and other technical and academic actors in ensuring the inclusion of DRR and Climate Change adaptation (CCA) issues and agendas within their respective sectoral policies, plans, programs, and allocations of businesses.



- Empowering at-risk communities to withstand and cope with disastrous situations through community and household-level risk reduction interventions and livelihood support services.
- Reducing vulnerabilities of at-risk communities through social safety nets – ensuring protection of women, children, the aged, and differently able people giving due attention to their special needs.
- Preparedness for Earthquake
- Building Knowledge on DRR and CCA through piloting and adaption research
- Strengthening and improving all Hazard Early Warning Systems through technical, technological, and physical capacity strengthening of Bangladesh Meteorological Department and Flood Forecasting and Warning Center.
- Establishing and strengthening regional networks for real-time data/information sharing
- Establishing an effective Community Alerting System through the capacity strengthening of the Cyclone Preparedness Program and Disaster Management Committees (DMC) at the District, Upazila, and Union levels.
- Introducing Contingency Planning and Disaster Preparedness across all sectors and at all levels.
- Establishing and improving Search and Rescue Mechanism
- Strengthening GO-NGO and private sector co-ordinations on relief and emergency management.
- Developing and establishing a well-coordinated multi-sectoral post-disaster recovery and reconstruction mechanism.
- Establishing and operational a National Disaster Management Information Centre connected with all the 64 Districts and high-risk Upazila DMCs

4.3 Poverty Reduction Strategy Paper (PRSP)

In September 2000, at the Millennium Summit, the United Nations issued the Millennium Declaration, signed by 189 countries, committing themselves to a series of targets, most of which are to be achieved by 2015. This is known as Millennium



Development Goals (MDGs); they represent a framework for achieving human development and broadening its benefits. The Millennium Development Goals provide a road map for the international community's efforts for development. They encompass a set of eight goals:

- (1) Eradicate extreme poverty and hunger.
- (2) Achieve universal primary education.
- (3) Promote gender equity and empower women.
- (4) Reduce mortality.
- (5) Improve maternal health.
- (6) Combat HIV/AIDS, malaria, and other diseases.
- (7) Ensure environmental sustainability.
- (8) Develop a global partnership for development.

In persuasion to achieve the MDGs in 2003, the Poverty Reduction Strategy Paper (PRSP) was prepared. PRSP has taken over the place of Five-Year Plans. The Planning Commission under the Ministry of Finance initiated the Interim Poverty Reduction Strategy (IPRSP) in March 2003 and a full-blown Poverty Reduction Strategy Paper (PRSP) was prepared in 2005. PRSP aims to target at least 20 sectors on a special priority basis.

Physical planning, water supply, and housing sector in the Planning Commission is now implementing the development program of nine Ministries through the Annual Development Programme (ADP) under the Ministry of Planning. UNDP & UNICEF assisted "Reduce Urban Poverty through Local Partnership" project is under implementation, which is very relevant to the objectives of the Poverty Reduction Strategy Paper (PRSP). The completion of the Interim Poverty Reduction Strategy Paper (I-PRSP) titled A National Strategy for Economic Growth, Poverty Reduction, and Social Development, in March 2003, marked an important milestone in the process of renewing the national goal of policy ownership over the formulation of Poverty Reduction Strategies (PRS). PRSP is prepared for unlocking the potential using the government's resources and by local experts; thematic reports, prepared by the Ministries in their areas, serve as background papers for the PRSP.



4.3.1 Strategy for Poverty Reduction in the SYFP

The review of past progress with poverty reduction has a number of important implications for poverty reduction strategy in the SFYP.

First, poverty remains at a very high level and the number of people living below the poverty line remains almost the same as it was in 1991–92 (about 56 million). The most startling consequence of widespread poverty is that a quarter of the country's population- 36 million people– cannot afford an adequate diet, according to the 2005 estimates of food poverty or extreme poverty²⁰. Chronically underfed and highly vulnerable, they remain largely without assets (other than their labor power) to cushion lean-season hunger or the crushing blows of illness, flooding, and other calamities.

Second, faster poverty reduction during the 1990s was also accompanied by rising inequality measured by income as well as expenditure distribution, which is a major concern for policymakers. Rising inequality has the potential to dampen the pace of economic growth and poverty reduction outcomes while also contributing to social instability and must be addressed comprehensively.

Third, there are significant regional variations in poverty. Poverty is more pronounced in some areas and regions of the country which suffer from flooding, river erosion, mono-cropping, and similar disadvantages. Poverty is highest in the western region of the country (Rajshahi Division) followed by Khulna and Chittagong. This lagging region problem is a serious social challenge.

Finally, while these static point-in-time poverty estimates are useful for a snapshot of the poverty situation, they are not very useful in explaining the gross movement of households in and out of poverty. Empirical evidence suggests that the gross movements in and out of poverty are much larger than the net aggregate poverty outcomes indicated by static estimates in light of the above lessons of experience, the main elements of the poverty reduction strategy in the SFYP will consist of policies and programs to:

- promote growth by sustaining increases in labor productivity and job creation in manufacturing and services;
- increase farm income through better productivity;



- enhance the access of the poor to production inputs (fertilizer, seed, irrigation water, power, rural roads) and institutional finance
- expand employment opportunities in lagging regions by improving connectivity with growth poles through better infrastructure and by investing in human capital;
- facilitate migration from poor areas given the poverty-reducing impact of remittances;
- Undertake entrepreneurship development scheme/strategy/mechanism for the Returnee Migrant;
- stimulate women's participation in the labor force;
- Promote overseas employment including women migration to the new destination and expand the existing overseas labour market;
- sustain Bangladesh's past successes in reducing fertility;
- improve poor households access to and quality of education, health and nutrition services;
- strengthen the coordination, targeting, and coverage of social protection programs; enhance access to microfinance;
- ensure stable food prices; and
- to mitigate the adverse consequences of climate change

Based on the projected acceleration of real economic activity, the shift in employment to more productive sectors of the economy, and the implementation of related measures to enhance the human and physical capital of the poor a significant poverty reduction is expected throughout the Plan period. The reduction in the headcount poverty rate is projected to range between 8-10 percentage points depending on the elasticity of poverty reduction concerning GDP growth and assuming unchanged income distribution. The poverty reduction will essentially be driven by the growth in the per capita income which is projected to grow on average at more than 6% per year with the growth in per capita income steadily accelerating to 6.9% in the terminal year of the Plan. The poverty elasticity of growth method is used to project the head-count poverty rates for the plan years. However, there are different estimates of Bangladesh's poverty elasticity of growth. Using the long-term decline in poverty



between 2000 and 2010, the value of the elasticity turns out to be 0.76. Based on this value, the head-count poverty rate in the terminal year of the Sixth Five-Year Plan becomes 24.5 percent. However, using the more recent 2005-2010 poverty figures, the elasticity estimate becomes 0.89, which is significantly higher. Based on this higher elasticity value the head-count poverty rate in the terminal year becomes 22.5 percent. The Sixth Plan aims to achieve this lower poverty rate target.

4.3.2 Review of PRSP and Linkage between National Plans and Local Level Plans

The PRSP needs to gear up, especially the improvement of slum living conditions and accelerated poverty reduction programs. But as the fund allocation by the donor agency remains insufficient by this fiscal year PRSP has been extended up to June 2008 instead of June 2007. Besides this PRSP implementation committee noted that the indicators that have been used to measure the economic growth of our country have not been sufficient. Due to a lack of data, it becomes difficult to calculate the employment generation rate through the government allocation in different development sectors for poverty reduction (The Prothom Alo, 2012). So it is necessary to fix relevant indicators and also prepare an adequate database for the measurement of the allocation of resources for overall growth and development.

Moreover, the process of PRSP implemented so far is not sufficiently responsive to the uniqueness of Bangladesh. In order to prepare a genuine strategy document for the core of the government's mainstream five-year planning process, it needs to be locally conceived rather than formulated under the guidance of the Bank and the Fund. The voice of grassroots people is so crucial for devising responsive and pragmatic programs is noticeably missing.

To achieve MDGs for cities, four distinct groups of policies can be identified:

- (a) Overall macro-economic policy for cities which affects economic growth.
- (b) City infrastructure and planning, including planned towns and improving local governance mechanisms through capacity building,
- (c) Employment generation.
- (d) Law and order measures.



The present system of national-level planning hardly links the local-level plans with that of the national level. The present system of national development budget allocation for urban local government is a top-down approach, which is highly influenced by political objectives. Population is a loosely followed basis for budget allocation, instead of actual need. As a result, local people's needs and aspirations are not always reflected in national development plans. Through political power, the local ruling party strongmen often manage development projects according to their own will, setting aside the desire of the local people. As a result, many problems at the local level remain unresolved. Therefore, it is important to establish a linkage between the local plans and the national development plan so that the aspirations of the people can be realized. This necessitates following a top-down approach of development planning and the budget allocation should be made according to the choice of the local governments who are accountable to the people directly. The budget should be allocated according to the priority list of the projects prepared by the local authority that is supposed to reflect the needs of the Pourashava and rural people as the list will be prepared by the Councilors and the Mayor who are directly elected by the people.

The current project aims to prepare a development plan for the Meherpur upazila. In the process of planning large number of development projects will be identified in different sectors. Implementation of development projects will require improved infrastructure which in turn will help improve infrastructure and services facilities much needed for a healthy environment and for harnessing local resources. This will attract more investment in the locality to generate new employment. New employment, again, will generate income for the poor people and shall improve the poverty situation, which is the main objective of PRSP. New jobs will also be created during the implementation of various development projects. New and improved road infrastructure will also increase mobility vis- a -vis economic activities of the Pourashava and its adjacent rural area which will help address the problems of unemployment.

4.4 A Review of Past Policies and Programs for Management of Urbanization

During the last two decades, Bangladesh has followed broad sector directions while policies on specific themes have been issued periodically. The National Housing Policy 1993 aimed for "housing for all" and recognized the importance of planned development of human settlements. The Urban Management Policy Statement 1994



envisioned sustainable and equitable urban development through decentralized development, public awareness, and sector participation. Later on, the government updated the statement and issued Urban Management Policy Statement 1999 which provides a basic policy framework to guide and sustain the process of gradual decentralization. The purpose of this policy statement is to improve upon and augment the existing policy statement, with a view toward efficient urban management and increased decentralization in the longer term. The National Urban Sector Policy drafted in 2006 envisioned a decentralized and participatory process of urban development in which the national and local government, private sector, and civil society play complementary roles. The policy prescribes far-reaching actions on multiple dimensions of urban management and national-level institutional changes and public participation structures at the city and sub-city levels. Other developments relevant to the urban sector include the National Policy for Safe Water Supply and Sanitation (1998), the Water Supply and Sanitation Sector Development Plan, the National Policy for Arsenic Mitigation, The National Sanitation Strategy and the Pro-poor Water and Sanitation and Cost-sharing strategies. Many of these policies have attempted to give coherent directions to developments in the urban sector including the adoption of principles like devolution of powers, resources, and responsibilities to local governments and community groups, treating resources as economic goods, using awareness generation and mobilization and motivational tools for sanitation and solid waste management, tempering off subsidies on sanitation hardware and promoting private-public partnerships. The recommendations made by the Committee on Urban Local Governments for long-term municipal development and urban sector programming, property tax system, improved financial system management, etc. are now under active consideration by the government. Past urban sector interventions mostly tried to address the long-neglected infrastructure maintenance and rehabilitation needs and to develop the capacity of the Municipalities especially to raise income, improve financial management capacity, and design municipal services in a planned way. However not much has been done to establish strong urban institutions that are capable of meeting the future service demand of the projected urbanization pattern.

4.4.1 Lessons Learned from Past Development Initiatives and Key Constraints
Municipalities in Bangladesh have witnessed nearly two decades of urban



infrastructure initiatives with STIDP-I and II, MSP and the ongoing UGIIP-1 since 2003. The MSP and its successor institution, Bangladesh Municipal Development Fund, presented a model of supporting decentralization, especially by opening up access to infrastructure funding based on objective financial and institutional criteria outside the government's inter-governmental fiscal transfer frame. UGIIP-1 made a radical departure from earlier initiatives in linking the performance of Municipalities in achieving action-based governance improvements to access infrastructure funding in phases. Focusing on governance improvements and a performance-based approach urban infrastructure improvements have proved very successful;

- It addresses a wide range of areas simultaneously from improved participation of various stakeholder groups in service delivery to increased financial accountability and improved administrative procedures;
- Local governments feel full ownership in improving governance reforms, considering these reforms as an opportunity to improve their financial and administrative shortcomings.

They have been able to adapt to the new governance practices within a short period. The following lessons learned:

- The performance of the Municipalities has been particularly good in areas where the identified governance indicators are concise and output-oriented;
- municipalities took greater ownership and interest in areas where their legitimacy and performance in the local public eye improved immediately and turned out to be credible;
- Adopting governance improvements requires substantive and timely capacity-building inputs.

Based on an extensive review of previous projects focusing on governance improvement and a performance-based approach, the following opportunities for improving this approach have been identified;

- Ensure that mechanisms are in place to deepen participatory planning ensuring prioritization of the needs of the poor;



- Refine the governance improvement action plan to include more qualitative achievements and ensure that the achievements will be sustained beyond project implementation;
- Inculcating the practice of responsible financial decisions and discipline through financing and repayment mechanisms;
- Strengthening citizen interface and accountability of the municipalities;
- Greater focus on capacity building of institutions at the municipality level
- Improvements in O&M management. One of the most significant lessons is the criticality of national-level support to municipalities in terms of sector-wide policy support, legislative and executive actions to enable more effective functioning of municipalities, and supportive measures to improve their finance and financial management.

4.4.2 Urbanization Strategy under the Sixth Plan

A review of past policies, institutions, and programs suggests that the urbanization strategy needs to change substantially to meet the challenges of future urbanization in Bangladesh. In the past much of the focus has been on implementing piecemeal programs. Multitudes of local government agencies, weak planning, poor governance, inadequate resources, and weak project implementation capacity have limited the progress in meeting the urban challenge. The Sixth Plan will internalize these lessons of experience and shift the emphasis to the development of sound urban institutions, improve city governance, and emphasize urban resource mobilization.

- Improving City Governance
- Promoting Balanced Development of Urban Centers
- Urban Resource Mobilization
- Developing a Sound Real Estate Market
- Facilitating NGO Involvement in Housing
- Taking Steps for Better Urban Land Management
- Better Environmental Management



5. Approach and Methodology

5.1 Introduction

The approach & methodology, and work task to be performed to accomplish the stated objectives and activities stated in the TOR and as summarized in Section 4 are presented in this chapter. However, before presenting the methodologies, in light of the TOR, our understanding regarding the scope of work and the major steps of activities are discussed.

5.2 Activity -1 Mobilization

The Survey firm recognizes that one of the key requirements for the success of the work program will be rapid and effective mobilization of the team members to start the required work without delay. This is generally true for all projects but it's particularly true for the time-constrained survey work of the Project.

5.3 Activity-2 Discussion and Meeting with PD and Questionnaire Preparation

We have already done three meetings with the project director and authorized person for socioeconomic and other survey components like- questionnaire preparation, software integration, sample size delineation, etc., and developed questionnaires and software for socioeconomic and other surveys. The final questionnaire has been attached in the annexure. The survey firm has also visited the related Pouroshava, and union office.

5.4 Activity -3 Collection of Documents

Basic data will be needed on population, holding numbers, social, economic, and physical conditions in the project area, etc. Most of this information will be collected from existing studies, plans, programs, government publications, public authorities, statistical digests, and documentation of external agencies.

5.5 Activity -4 Reconnaissance survey

We have already completed the reconnaissance survey and submitted the report to UDD. In conjunction with the data gathering, we will conduct a reconnaissance survey of the entire project area to devalue particularly the space zoning concerning layout considering the overall service levels.



5.6 Activity -5 Survey Plan

This will be a highly qualified group of well-equipped and well-organized staff for its field survey.

5.6.1 Quality Control in the Field

- Use of online software based on advanced survey techniques,
- Maintain & monitor daily log sheets and level books in the field,
- Daily checking of the field equipment before starting the work,
- Routine check and calibration of the survey equipment,
- Frequent field visits by the joint team comprising the senior staff of consultants and project officials of UDD, and
- Interaction with project officials at the field level

5.6.2 Quality Control in the Office

- Daily review meeting with survey groups,
- Spatial and temporal Comparison of the survey data,
- Daily updating and processing data and Maps, and
- Frequent interaction and review meetings with project officials

In addition to those, progress as well as quality control of survey and data processing work will be reviewed in the progress meeting by the project authority.

Major data gaps will be identified and will be collected through sector studies/surveys to be undertaken

5.7 Methodology of Database Preparation

Socioeconomic and other surveys like the formal and informal economy, archeology, Education, Religion, Sports, Recreation, Community and Socio-Cultural Services/Facilities, etc. will be done according to the ToR and discussed with the project director (PD).



5.7.1 Development of Database and GIS Analysis

One of the project aims is to develop a database for storing attribute data and linking them with spatial data for GIS analysis. A spatial database will be developed using all map features available in the physical features survey and land use survey map. The spatial database comprises the

information captured during the digitization of the map using Arc/Info NT under the coordinate reference system.

Various attribute data will have to be linked with the spatial data for GIS development. A relational database management system will be developed using the Dbase environment. The data collected from the secondary source and the primary source through socio-economic survey and inventory of existing infrastructure will be entered and stored in a database file. The structure of the database file will be designed in consultation with the Project Director, UDD. Checking and compilation of data will be carried out simultaneously for quality control.

5.7.2 Linking Attribute Data with Spatial Data

Integration of spatial data and attribute data is essential for GIS analysis. The attribute data database will be linked with the layers of themes to create various GIS analyses and queries using view and table modules of the most popular ArcGIS software.

5.7.3 Data Delivery

Final data (socioeconomic and others) will be produced and delivered to the client for approval.



6. Future Tasks and Activity Schedule

6.1 Data Collection

Socio-economic and Other related surveys (Urban and rural economy, social space studies, education, archeology, hotel/motel accommodation survey, etc. as specified in the ToR) will be collected through smart technology and manpower. And secondary data will be collected from different authentic sources.

6.2 Survey Equipment

Socioeconomic and other data will be collected through online communication device (tablet) compatible format (apps) Epicollect5 which has been already developed in consultation with the UDD planner and project Director (PD).

6.3 Sample Size Delineation

Household sample survey will be done using the approved Questionnaire based on the specified Questionnaire format indicated in TOR. The sample size will be a minimum of 200 questionnaires in each urban area and 200 in rural areas of each upazila. (sample size shall be determined in consultation with PD). The questionnaire has been developed in KoBoToolbox software to collect data with geographic location (longitude and latitude) and picture.

The screenshot displays the KoBoToolbox web interface. A 'Form Preview' window is open, showing a survey form in Bengali. The form title is 'মেহেরপুর জেলার উন্নয়ন পরিকল্পনা প্রণয়নের অধীনে আর্থ-সামাজিক সমীক্ষা'. The form includes several input fields: 'নতুন নাম' (New Name), 'সিদ্ধিকালে দিবার তারিখ' (Date of Submission), 'জন্মের তারিখ' (Date of Birth) with a date picker, '১. জন্মের স্থান' (1. Place of Birth) with a radio button for 'OK', '১১ গ্রাম / মহলার নাম' (11 Village / Mahalla Name), and '১২ পৌরসভার নাম ও কোড' (12 Municipality Name and Code). The background shows the KoBoToolbox dashboard with options like 'NEW', 'Deployed', 'Draft', and 'Archived'.



6.3 Sampling Design

The sampling design in this case is taken as a stratified two-stage cluster sampling method. In the first stage, the project area is divided into the Urban and Rural part then further the urban part is divided into the grid (200mX200m), and the rural part is divided into 16 Union boundaries. In further, households in urban or rural areas will be selected randomly.

6.3.1 Sample Size Calculation:

$$nh = (z^2) (r) (1 - r) (f)(k)/(p)(\bar{n})(e^2)$$

NH is the parameter to be calculated and is the sample size in terms of the number of households to be selected;

z is the statistic that defines the level of confidence desired;

r is an estimate of a key indicator to be measured by the survey;

f is the sample design effect, deff, assumed to be 1.2 to 2.0 (default value);

k is a multiplier to account for the anticipated rate of non-response;

p is the proportion of the total population accounted for by the target population and upon which the parameter, r, is based;

\bar{n} is the average household size (number of persons per household);

e is the margin of error to be attained.

Recommended values for some of the parameters are as follows:

The z-statistic to use should be 1.96 for the 95-percent level of confidence.

$$r = 0.05, f=1.2, k=1.1, p=1, \bar{n} = 5, e = 0.13r=0.007$$

Therefore,

$$nh = (1.96^2) (0.05) (.95) (1.2) (1.1)/ (1) (4.99) (0.007^2)$$

$$nh = 985$$



6.4 Data Processing and Analysis

We will check the quality of the data and upload the data to the computer at the end of the same day. The data contain the location of the household for the physical feature map and link the household survey data with that of the spatial database in Arc GIS. We will link the attribute data of socio-economic and another survey with that of the spatial database in Arc GIS. Then different analyses will be done to collect information on issues like tourism development, housing for disadvantaged groups, land value, informal economic activity, drainage, water logging, unauthorized encroachment, waste disposal, playground and park, stakeholders' participation in planning and development control, etc.

6.5 Interim Report Preparation

The interim report will be prepared with all relevant components of the survey components under the planning package including, but not limited to the following:

- Housing and socio-economic condition
- Social and Urban Infrastructure
- Agriculture
- Utilities and Services including water supply, sanitation, sewerage disposal,
- Urban and Rural Economies including informal economic and industrial sector
- Waste Management and Pollution
- People's participation and social space
- Historical Importance, archaeology, and Tourism, etc.

6.6 Preparation of Draft Final Report

After the interim report the draft final report will be prepared with the economic disparity among the Upazila within districts under study shall be figured out by using “shift-share analysis” and “input-output analysis” techniques for drawing the future socio-economic development scenario.

6.7 Preparation of Final Report

After approval of the draft final report by the Project Implementation Committee, we will assist the UDD Planning team in a public hearing at the respective upazila.



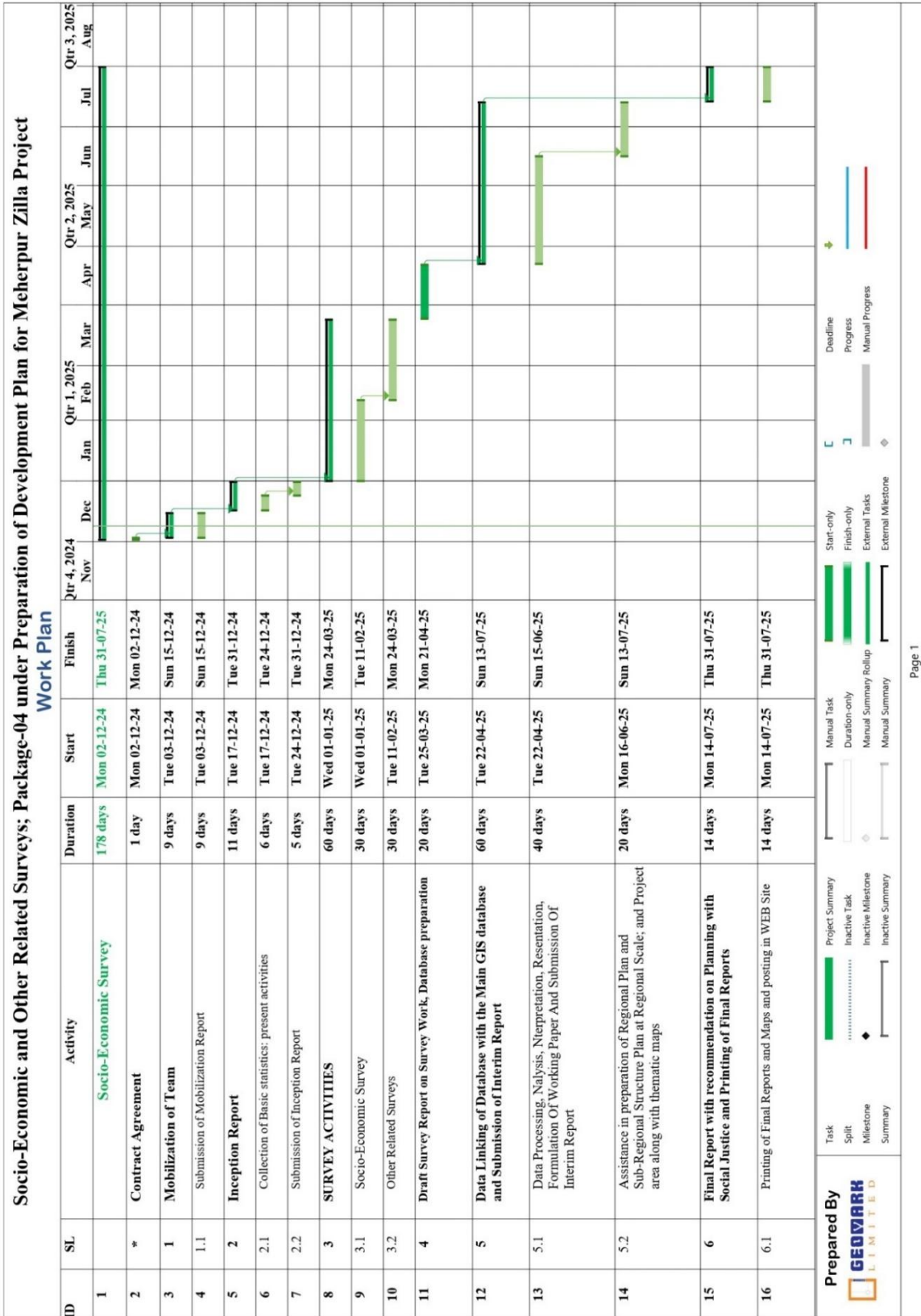
7. WORK SCHEDULE AND STAFFING

The work plan for the socio-economic survey and related studies in Meherpur District has been meticulously designed to ensure systematic and comprehensive data collection, analysis, and reporting. This plan outlines the timeline, activities, roles, and responsibilities for each phase of the project, ensuring alignment with the project objectives and delivering actionable insights for the preparation of the development plan.

7.1 Work Plan

As per TOR, the assignment is to be completed within 8 months. The TOR outlined the scope of services as three major tasks:

- Socio-economic and Other Related Surveys for the Project.
- Data Processing, Analysis, Interpretation, Presentation, Formulation of Working Paper, and Preparation of Interim Report.
- Assistance in the preparation of the Regional Plan and Sub-Regional Structure Plan at the Regional Scale.





7.2 Staffing Schedule:

The project staff have been mobilized right after the contract signing and the project activities were commenced along with the staff mobilization. The professionals engaged in the project will be working in the following schedule:

No	Name of Staff	Position	Staff-month input by month ¹									Total Staff-month input		
			1	2	3	4	5	6	7	8	9	Home	Field ²	To tal
1	Md Moyazzem Hossain	Socio-Economic Survey Expert										1	3	4
2	Dr. ANM Safiqul Alam	Data Management Expert										3	0	3
3	Md. Torikul Islam	GIS Expert										2	0	2
Total												6	3	9



8. CONCLUSION

The inception phase of the socio-economic survey and related studies in Meherpur District has successfully established a solid foundation for the project's objectives. Through meticulous planning, deployment of resources, and stakeholder engagement, the groundwork has been laid for conducting an in-depth analysis of the district's socio-economic landscape.

Key accomplishments during this phase include the recruitment and training of a skilled project team, the effective utilization of digital tools such as KoBoToolbox for data collection, and the execution of reconnaissance surveys to gather preliminary insights. These efforts have ensured that the project is well-prepared to tackle the complexities of the district's socio-economic challenges.

The reconnaissance survey identified critical issues such as disparities in infrastructure, accessibility to services, and economic opportunities, which will guide the focus of subsequent data collection activities. Furthermore, early engagement with community members and stakeholders has fostered trust and collaboration, essential for smooth project implementation.

As the project transitions into the detailed data collection phase, the emphasis will remain on maintaining inclusivity, transparency, and methodological rigor. By leveraging the insights and systems established during mobilization, the project is poised to achieve its long-term goals of informing strategic development planning for Meherpur District.

This mobilization report serves as a comprehensive record of the initial efforts and will guide the next phases, ensuring that the project delivers actionable insights and meaningful impact for the people of Meherpur.