

## Bi-Annual Meeting ICCCAD - Embassy of Sweden in Dhaka

Venue : ICCCAD Office, Independent University Bangladesh (IUB)

Date : 22 October 2023

Day : Sunday

Time : 03:00 – 04:00 PM

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### Attendees

1. Nayoka Martinez-Backstrom, Embassy of Sweden
  2. Juel Mahmud, Project Manager, CAPRES, ICCCAD
  3. Maria Akhter, Asst. Project Manager, CAPRES, ICCCAD
  4. Ashraf Ahmed, M&E Officer, CAPRES, ICCCAD
  5. Md. Tariqul Hasan Rifat, Youth Focal, CAPRES, ICCCAD
  6. Savio Rousseau Rozario, LLA Focal, CAPRES, ICCCAD
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### Discussion and Key Notes:

1. **Yearly expenses:** 86% of the total allocated amount for year one of the project has been utilized, while 14% remains unutilized which is to be adjusted in the second year of the project. [Details attached as PPT, page-3]
2. **Internship:** Number of internship opportunity to be increased from 4 persons to 8 persons/year from second year (PPT, page-5).
3. **Youth Fellows at COP28:** The fellows will observe the process closely and will assist the Bangladesh pavilion, and provide support to other relevant activities. Besides, they would become the trainers for the youths in the coming years. Details process of the fellowship should be published in different channel.
4. **Youth Innovation Fund:** Reducing the amounts to support more fellows [Details attached in revised budget and activity, PPT page- 7]
5. **LLA Research:** LLA and L&D research to be conducted in the next year. A nexus between LLA and LnD could be explore. Outreach materials will be prepared in coming years.
6. **Knowledge Exchange:** Peer to peer and knowledge exchange visit to Swedish Universities has shifted from Year-1 to Year-2, budget will be remained same. [PPT, page-8]
7. **Capacity Building Activity:** Short course to be offered. Amount to be spend exclusively for the national participants. An online platform will be developed in year-2 for contents and online training facilities. [PPT, page-9]
8. **COP Session:** Concept note on CAPRES to be shared with Embassy for feedback nd coordination. Ms. Nayoka will coordinate with Daniel for a session in the Swedish Pavilion at COP28.
9. **Staff Salary and Asset:** Government inflation rate (9%) has adjusted for year-2 [PPT, page-10] and the budget for asset (Laptop, water filter and miscellaneous) added [PPT, page-11]

**10. Supporting Youth Fellow and Lead:** Project to bare partial travel expenses for two persons (1 youth fellow and Youth focal) attending Regional Conference of Youth (RCOY) in Malaysia. [PPT, page-13]

**11. Policy Dialogue (PD) with Ministry of health and Relevant Stakeholders:** Develop a program and invitees list, confirmation on the venue and date. ICCCAD will provide logistical support to organize the event. The event can jointly be organized by Embassy-ICCCAD-World Bank and invite the guest from Government and relevant stockholders.

**12. Support Representatives from Health Ministry to Attend COP28:** ICCCAD will support two additional personal from MoHFW for attending on COP28 at Dubai. Embassy will provide the fund to IUB on top of Cap-Res project budget. [PPT, page-14]

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**Action points:**

1. Details revised budget, PPT, and the workplan/activity to be shared with SIDA in separate emails.
  2. The amendments and changes are to be addressed specifically.
  3. The overall budget remains the same for the project, however there has been some changes in the activities.
  4. Tag embassy of Sweden on the social media content for better outreach.
  5. Project Evaluation will be conducted at the end of the project, mid-term evaluation will not be performed.
  6. COP28 Budget for Two participants from MoHFW will be shared with Embassy for approval.
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