

No. FD/SEIP/ BGMEA/174(Part-1)/2015-2016/715

Date: 02 Ashar, 1428  
16 June 2021

### Revised Office Order

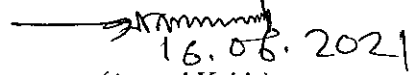
A Project Standing Committee (PSC) comprising the following members is, hereby, reconstructed to supervise and monitor the Tranche 2 training program being implemented by Bangladesh Garment Manufacturers & Exporters Association (BGMEA) under the Skills for Employment and Investment Program (SEIP), Finance Division, Ministry of Finance and guide the Project Implementation Unit (PIU) of BGMEA-SEIP:

#	Name and Designation	Position
1.	Mr. Faruque Hassan, President, BGMEA	Chairman
2.	Mr. S.M. Mannan Kachi, Senior Vice President, BGMEA	Alternative Chairman
3.	Mr. Inamul Haq Khan (Bablu), Director, BGMEA	Member
4.	Mr. Abdullah Hil Rakib, Director, BGMEA	Member
5.	Mr. Md. Sajjadur Rahman Mridha (Shipon), Director, BGMEA	Member
6.	Mr. Md. Imranur Rahman, Director, BGMEA	Member
7.	Mr. Anarul Kabir, Assistant Executive Project Director, SEIP	Member
8.	Chief Coordinator, BGMEA-SEIP Project	Member Secretary

02. The Committee will meet at least once in every two months to review the status of enrollment, training delivery, assessment, certification, monitoring, compliance actions, and other related matters. Member-secretary will send the meeting-minutes to Skills Development Coordination and Monitoring Unit (SDCMU), SEIP within 7 days of the meeting date. Specific Terms of Reference (TOR) of the PSC are to-

- Recruit project core staff, trainers, assessors, center-in-charge and support staff and place them in appropriate positions;
- Approve annual work plan and budget for each training center;
- Oversee project implementation;
- Review project progress and expenditure made in the training centers and suggest for improvement;
- Monitor the implementation at the training center;
- Ensure adequate funding by keeping liaise with SDCMU to support training programs;
- Involve ISC and Industry experts in setting content of curricula and develop training delivery mechanism; and will be
- Responsible for ensuring quality training, assessment, certification and job placements of trainees

03. The order is issued as per section 6.1(f) of the Schedule-1 attached to the Contract on Grants for Training (Tranche 2) signed between SDCMU and BGMEA on the 13<sup>th</sup> March 2018 and with the approval of the competent authority. In this connection, the office order no. FD/SEIP/ BGMEA/174(Part-1)/2015-2016/582, dated: 24 May 2021 is cancelled.

  
16.06.2021  
(Anarul Kabir)  
Assistant Executive Project Director  
(Deputy Secretary)  
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#### Distribution (not according to the seniority):

- Mr. Faruque Hassan, President, BGMEA.
- Mr. S.M. Mannan Kachi, Senior Vice President, BGMEA.
- Mr. Khandoker Rafiqul Islam, Vice President (Finance), BGMEA.
- Mr. Inamul Haq Khan (Bablu), Director, BGMEA.
- Mr. Abdullah Hil Rakib, Director, BGMEA.
- Mr. Md. Sajjadur Rahman Mridha (Shipon), Director, BGMEA.
- Mr. Md. Imranur Rahman, Director, BGMEA.
- Mr. Anarul Kabir, AEPD, SEIP Project.
- Chief Coordinator, BGMEA-SEIP Project.

#### Copy for kind Information:

- Deputy Executive Project Director (Private-1), SEIP, Finance Division, M/O Finance.
- IT & Database Specialist - with a request to upload on the SEIP website.
- PO to Executive Project Director of SEIP, Finance Division, M/O of Finance