



নারায়ণগঞ্জ সিটি কর্পোরেশন

নগর ভবন, ১০ বিবি রোড

নারায়ণগঞ্জ।

স্মারক নং-৪৬.১৬.০০০০.০০৯.৯৯.০২৯.২০২৩.৩২৬ (৬)

তারিখ : ২৯/৯/২০২৫

বিষয় : Urban Development City Governance Project এর আওতায় Governance Improvement Activity Progress Report (4th Quarter) 2024-25 প্রেরণ প্রসংঙ্গে।

উপর্যুক্ত বিষয়ে Urban Development City Governance Project এর আওতায় Governance Improvement Activity Progress Report (4th Quarter) 2024-25 প্রেরিত ছক মোতাবেক প্রস্তুতপূর্বক পরবর্তী প্রয়োজনীয় কার্যার্থে এতদসংগে প্রেরণ করা হলো।

সংযুক্তি : ০৮(আট) ফর্দ।

প্রকল্প পরিচালক

আরবান ডেভেলপমেন্ট এ্যান্ড সিটি গভারন্যান্স প্রজেক্ট (ইউডিসিজিপি)

লেভেল-০৮, আরডিইসি ভবন

এলজিইডি সদর দপ্তর, ঢাকা-১২০৭।

Mr. Anwar Azri
29.9.25

(মোঃ আব্দুল আজিজ)

প্রধান প্রকৌশলী

নারায়ণগঞ্জ সিটি কর্পোরেশন

নারায়ণগঞ্জ।

ফোন : ০২-৭৬৪৫০৮৪

অবগতি ও কার্যার্থে অনুলিপি প্রেরণ করা হলোঃ-

- ১। প্রধান নির্বাহী কর্মকর্তা, নারায়ণগঞ্জ সিটি কর্পোরেশন, নারায়ণগঞ্জ।
- ২। তত্ত্বাবধায়ক, নারায়ণগঞ্জ সিটি কর্পোরেশন, নারায়ণগঞ্জ।
- ৩। নির্বাহী প্রকৌশলী ও ফোকাল পারসন, ইউডিসিজিপি, নারায়ণগঞ্জ সিটি কর্পোরেশন।
- ৪। RE, UDCGP, নারায়ণগঞ্জ সিটি কর্পোরেশন, নারায়ণগঞ্জ।
- ৫। অফিস নথি।

Quarterly Progress Report Format of Annual Governance Improvement Activity, FY 2024-2025.
Under Urban Development and City Governance Project (UDCGP).
Narayanganj City Corporation.

Reporting Quarter 4th and period April-June, FY 2024-25

Activity	Yearly Target	Quarter-1		Quarter-2		Quarter-3		Quarter-4		Remarks, if any deviation.
		Target	Achieve	Target	Achieve.	Target	Achieve.	Target	Achieve.	
Focused area-1: Institutional Arrangement.										
1.1 Formed Project Implementation Unit (PIU) for implementing UDCGP activities.	Formed									
1.2 Formed Working Group (WG) for performing general governance improvement activities.	Formed									
1.3 Reformed Project Implementation Unit (PIU) for implementing UDCGP activities, if necessary for any reason.	1		1							
1.4 Reformed Working Group (WG) for performing General Governance Improvement Activities, if necessary for any reason.	1		1							
1.5 Prepared and submitted quarterly progress report of AGAIP implementation to PMU, by 2nd week of following quarter.	4	1	1	1	1	1	1	1	1	
1.6 Organized joint quarterly meeting of PIU & WG on progress review of General Governance Improvement Activities on 2 nd week of each following quarter.	4	1	1	1	1	1	1	1	1	
Focused area-2: Workshops.										
2.1 Organized orientation workshop on Draft Operational Guidelines of UDCGP for elected representatives and staff.	N.A.									
2.2 Organized reorientation workshop for PIU & WG members on their Role and Responsibilities in implementing UDCGP & AGIAP activities, if necessary.	1		1							
2.3 PIU and WG prepared AGIAP with support of consultants for FY 2024-2025, in June of previous year.	1								1	1
2.4 The Mayor endorsed AGIAP of FY 2024-20245 in July.	1	1	1							
Focused area-3: Investment Plan Management.										
3.1 Collected new IDP list from all wards for FY 2024-2025, between September & November.	27	10	27							


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Md. Asimul Ahsan
এখান থেকেই
স্বাধীনতা
স্বাধীনতা
স্বাধীনতা

Activity	Yearly Target	Quarter-1		Quarter-2		Quarter-3		Quarter-4		Remarks, if any deviation.
		Target	Achieve	Target	Achieve.	Target	Achieve.	Target	Achieve.	
3.2 Compiled & prepared draft IDP list for FY 2025-2026 ensuring core elements, between November and December.	1			1			1			
3.3 Presented compile IDP list of FY 2025-2026 in SC-UPD meeting, in January 2025.	1			1			1			
3.4 Presented compile IDP list of FY 2025-2026 in city council meeting, in January.	1					1				
3.5 Shared IDP list of FY 2025-2026 with other government agency representatives in CDCC meeting in February.	1					1				CDCC Meeting was not formed because there were no elected representatives
3.6 Approved IDP list of FY 2025-2026 in council meeting, in February.	1					1				
3.7 Published approve IDP list of FY 2025-2026 on office notice board and website, in July next FY.	1									Tergat next FY Year
Focused area-4: Preparation of O&M Plan.										
4.1 Prepared draft Annual Operation & Maintenance (O&M) plan for FY 2025-2026, between October & December.	1			1			1			
4.2 Approved Annual Operation & Maintenance (O&M) plan for FY 2024-2025 in SC-UPD and city council meetings, between January & March.	2					2				
Focused area-5: Preparation of Quarterly Monitoring Report of IDP Implementation.										
5.1 Prepared & submitted quarterly progress monitoring report of IDP implementation in FY 2024-2025, by following quarter.	4	1	1	1	1	1	1	1	1	Appendix-1, IDP/PDP implementation progress monitoring report format use
5.2 Published quarterly progress monitoring report of IDP implementation of FY 2024-2025 on official website, by following quarter.	4	1	1	1	1	1	1	1	1	
Focused area-6: Budget Management and Revenue Mobilization.										
6.1 Announced approve Annual Budget of FY 2024-2025 in Mass Public meeting, in July.	1			1						Due to unstable situation
6.2 Posted approve Annual Budget of FY 2024-2025 on official website and notice board, in July.	1			1						
6.3 Prepared draft Annual Budget of FY 2025-2026 taking in to account of approve IDP list and O&M plan, by March.	1					1			1	
6.4 Presented draft Annual Budget of FY 2025-2026 in SC-FE meeting, in March.	1					1			1	
6.5 Presented draft Annual Budget of FY 2025-2026 in CC-council meeting, by April.	1								1	

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সচিব
সিটি কর্পোরেশন
নারায়ণগঞ্জ

Activity	Yearly Target	Quarter-1		Quarter-2		Quarter-3		Quarter-4		Remarks, if any deviation.
		Target	Achieve	Target	Achieve.	Target	Achieve.	Target	Achieve.	
6.6 Presented draft Annual Budget of FY 2025-2026 in CLCC meeting, by April.	1							1	1	
6.7 Approved Annual Budget of FY 2025-2026 in council meeting, before June 1.	1							1	1	
6.8 Announced approve Annual Budget of FY 2025-2026 in Mass Public meeting, by July next FY.	1									First quarter in next FY
6.9 Posted approve Annual Budget of FY 2025-2026 on official website and notice board, by July next FY.	1									First quarter in FY next
Focused area-7: Execution of Approve Annual Budget and Proper Recording.										
7.1 Executed and properly recorded approve Annual Budget of FY 2024-2025, in each quarter	4	1	1	1	1	1	1	1	1	
7.2 Maintained prohibited case (transfer) of fund use of approve Annual Budget of FY 2024-2025, in each quarter.	4	1	1	1	1	1	1	1	1	
7.3 Prepared Annual Financial Statement (AFS) FY 2023-2024, by December.	1			1	1					
7.4 Posted Annual Financial Statement (AFS) FY 2023-2024 on official website, by December.	1			1	1					
Focused area-8: Internal/External Accounts Audit.										
8.1 Conducted annual Internal Accounts Audit of FY 2023-2024 under guidance of SC-AA, by March.	1							1	1	
8.2 Presented draft Internal Audit Report of FY 2023-2024 in SC-AA meeting, by March.	1							1	1	
8.3 Organized Annual External Accounts Audit of 2023-2024 by audit authority, by March.	1							1	1	
Focused area-9: Management of Revenue and Tax.										
9.1 Conducted regular holding tax reassessment (once in 5 year) and properly recorded, due in FY 2025-2026, Narayanganj zone; FY 2027-2028 Kodom Rasul & Siddirgonj Zones.	N.A.									
9.2 Conducted interim tax assessment and properly recorded in each quarter of FY 2024-25.	As required.		14		26		37		113	
9.3 Tax collection rate against target of each quarter including carried over amount, by quarter.	893602022/-	223400505/-	199123300/-	247677710/-	79507044/-	391571171/-	100998319/-	513973359/-	175717963/-	
9.4 Increased tax collection rate in first two quarters of FY 2024-2025 against yearly demand of FY, by quarter.	357440809/-	178720405/-	199123300/-	1787204050	79507044/-					

(Signature)

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(Signature)

Md. আব্দুল আজিজ
প্রধান প্রকৌশলী
নারায়নগঞ্জ সিটি কর্পোরেশন

Activity	Yearly Target	Quarter-1		Quarter-2		Quarter-3		Quarter-4		Remarks, if any deviation.
		Target	Achieve	Target	Achieve.	Target	Achieve.	Target	Achieve.	
9.5 Collected revenue from indirect & non-tax sources adding announced inflation rate of FY 2023-2024, by quarter.	942634178/-	235658545/-	134026638/-	-	137367773/-	235658545/-	172971317/-	498268450/-	357320163/-	
Focused area-10: Cross Cutting.										
10.1 Prepared Annual Administrative Report (AAR) of FY 2023-2024, by September.	1	1	1							
10.2 Submitted Annual Administrative Report (AAR) of FY 2023-2024 to Local Government Division (LGD), by September.	1	1	1							
10.3 Published Annual Administrative Report (AAR) of FY 2023-2024 on official website and notice board, by December.	1			1	1					
10.4 Held quarterly Statutory Standing Committees meeting of FY 2024-2025, in each quarter.	14 x 4 = 56	14	14	14	12	14	10	14	14	
10.5 Published quarterly Statutory Standing Committees meeting minutes of FY 2024-2025, on official website, in each quarter.	14 x 4 = 56	14	14	14	12	14	10	14	14	
10.6 Held semi-annual CLCC meetings of FY 2024-2025, in each quarter.	2				1					
10.7 Published semi-annual CLCC Meeting Minutes of FY 2024-2025 on official website Semi-Annually	2			1				1		
10.8 Held quarterly WLCC meetings of FY 2024-2025, in each quarter.	27 x 4 = 108	27	27	27	0	27	0	27	0	WLCC meeting was not formed because there were no elected representatives
10.9 Briefed grievance redress policy at least in one WLCC meetings in FY 2024-2025, once a year.	27			10 Wards	10		0	17 Wards		WLCC meeting was not formed because there were no elected representatives
10.10 Introduce multi place & channel complain receive system, by quarter.	As required		Yes		Yes		Yes		Yes	
10.11 Maintained separate complain receive and response register, by quarter.	2	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	
10.12 Published received complaints and responses on official website, by regular.	As available		Yes		Yes		Yes		Yes	

Islam

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Signature of Assigned Officer, NCC

Appendix-1

Quarterly IDP/PDP Implementation Progress/Monitoring Report Format

List of sub-projects by sector/s	Status of sub-projects, FY '24-'25 (put code)	Sub-project cost (BDT in Lakhs)		Funding source (put code)**	Progress till quarter (in %)		Remarks
		Estimated	Actual		Physical	Financial	
1. Transport (Road & Bridge)							
1.1 Construction of a road with drains from Hazera Bazar in Mizmiji Paschimpara westwards via Abdul Malek Mosque to Baitul Mamur Jame Mosque. (L-130m, w=5.0m) Drain = 1m width	1,2,3,4	11.19	11.19	10	100	100	
1.2 Construction of a road with drains from Hasmat's house to Mizmiji Canal in Ward No. 2. (L-95m, w=2.5m) Drain = 0.9m	1,2,3,4	4.09	4.09	10	100	100	
1.3 Complete construction of the road and drain from Morruza Ali's house to Enamul's house. (L-630m, w=2.8m) drain=0.9m	1,2,3,4	30.37	30.37	10	100	100	
1.4 Road construction from Sumilpara Bihari Patti Railgate to Sona Mia Market. (L-1200m, w=5.5m)	1,2,3,4	113.63	113.63	10	100	100	
1.5 Repair of the road from Chowdhury Bari bus stand to Tatkhana Primary School. (L-920m, w=6.0m) drain= .9m	1,2,3,4	95.04	95.04	10	100	100	
1.6 Road repair from Jalkuri bus stand to bus stand no. 2. (L-2750m, w=7.0m) drain= .9m	1,2,3,4	331.43	331.43	10	100	100	
1.7 Construction of a road with drains from Nurul Amin's house to Rashid Mia's house on Jalkuri Brishti Dhara Road.	1,2,3,4	158.08	158.08	10	100	100	
1.8 Road and drain development from Nitaiganj intersection to Alamin Nagar Bridge via Swadhinata Chatter to Shaheed Nagar.	1,2,3,4	223.82	223.82	10	100	100	


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1.9	Construction of roads and drains from Bandar Graveyard Road including Link Road to Baitul Mamur Jame Mosque in Math Para.	1,2,3,4	29.95	10	100	100
2. Drainage						
2.1	Construction of a road with drains from Hazera Bazar in Mizmiji Paschimpara westwards via Abdul Malek Mosque to Baitul Mamur Jame Mosque.	1,2,3,4	9.43	10	100	100
2.2	Construction of a road with drains from Hasmat's house to Mizmiji Canal in Ward No. 2. (L-95m, w=2.5m) Drain = 0.9m	1,2,3,4	6.89	10	100	100
2.3	Complete construction of the road and drain from Mortuza Ali's house to Enamul's house. (L-630m, w=2.8m) drain= 0.9m	1,2,3,4	45.68	10	100	100
2.4	1.5 Repair of the road from Chowdhury Bari bus stand to Taikhana Primary School. (L-920m, w=6.0m) drain= .9m	1,2,3,4	66.7	10	100	100
2.5	Road repair from Jalkuri bus stand to bus stand no. 2. (L-2750m, w=7.0m) drain= .9m	1,2,3,4	199.38	10	100	100
2.6	Construction of a road with drains from Nurul Amin's house to Rashid Mia's house on Jalkuri Brishti Dhara Road.	1,2,3,4	141.38	10	100	100
2.7	Road and drain development from Nitaiganj intersection to Alamin Nagar Bridge via Swadhinata Chattar to Shaheed Nagar.	1,2,3,4	145.00	10	100	100
2.8	Construction of roads and drains from Bandar Graveyard Road including Link Road to Baitul Mamur Jame Mosque in Math Para.	1,2,3,4	42.05	10	100	100
2.9	Construction of RCC drain in East side of Bangabandhu road with footpath (ch. 00+2+225)	1,2,3,4	19.78	9	40	32
2.10	Construction of RCC drain in West side of Bangabandhu road with footpath (ch. 00+2+225)	1,2,3,4	21.91	9	31	16

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মোঃ আস্গর হোসেন
সুপারভাইজিং ইঞ্জিনিয়ার
নারায়ণগঞ্জ সিটি কর্পোরেশন

3. Water Supply									
3.1									
3.2									
3.3									
4. Sanitation including Solid Waste Management									
4.1									
4.2									
4.3									
5. Other Infrastructure									
5.1	Development and beautification of Pathantali Eidgah grounds	1,2,3,4	100	100	10	100	100	100	100
5.2	Construction and beautification of Jalkuri Madhyapara playground.	1,2,3,4	200	200	10	200	100	100	100
5.3	Construction of a cemetery near S.O. Road.	1,2,3,4	100	100	10	100	100	100	100
5.4	Construction of a cemetery in Ward No. 7.	1,2,3,4	100	100	10	100	100	100	100
	Construction of Ali Ahmed Chunka Public Place and Playground	1,2,3,4	17.61	16.37	9	16.37	5		


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Codes:

Item	Code/s	Item	Code/s
*Status of sub-projects in FY 2024-2025		**Funding source/s of sub-project	
Proposed from WCs	1	Own Fund	5
Listed in PDP/IDP	2	Annual Development Program Fund (ADP)	6
Approved in council meeting	3	World Bank Fund (WB)	7
Included in annual budget	4	Asian Development Bank Fund (ADB)	8
		Japan International Cooperation Agency Fund (JICA)	9
		Other Fund	10



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Signature of Assigned Officer, NCC

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