



MILLENNIUM CHALLENGE ACCOUNT NEPAL DEVELOPMENT BOARD

Millennium Challenge Account -Nepal (MCA-Nepal)

Synopsis of the Minutes Ninth Meeting of the Board of Directors of Millennium Challenge Account Nepal Development Board

Nature: Regular Meeting

MCA-N/BOD-M-9/3-3-2019

Date: 3 March 2019 (2075/11/19 BS)
Time: 9:00 AM
Place: Conference Room of the Secretary, Government of Nepal, Ministry of Finance, Singhadurbar, Kathmandu
Notice Served: 22 February 2019 (2075/11/10 BS) and 1 March 2019 (2075/11/17 BS)

1. PRESENT

1.1. Members

- **Dr. Rajan Khanal**, Chairperson
And, Secretary, Government of Nepal, Ministry of Finance
- **Mr. Nabin Raj Singh**, Member
And, Joint Secretary, Ministry of Energy, Water Resources and Irrigation
- **Mr. Gopal Prasad Sigdel**, Member
And, Joint Secretary, Ministry of Physical Infrastructure and Transport
- **Mr. Kul Man Ghising**, Member
And, Managing Director, Nepal Electricity Authority
- **Mr. Surendra Mahto**, Member (Alternate Member representing the Civil Society)
And, Senior Advocate
- **Mr. Kumar Pandey**, Member (Member representing the Private Sector)
And, Vice President, Independent Power Producers' Association of Nepal
- **Mr. Khadga Bahadur Bisht**, Member Secretary
And Executive Director, MCA-Nepal

1.2. Invitees

- **Mr. Shreekrishna Nepal**, Invitee
And, Joint Secretary, Government of Nepal, Ministry of Finance, International Economic Cooperation and Coordination Division



- **Mr. Troy E Kofroth**, Invitee
And, Resident Country Director for Nepal, Millennium Challenge Corporation

1.3. Others Attending

- **Mr. Sanjay Poudyal**
Deputy Resident Country Director for Nepal, Millennium Challenge Corporation
- **Mr. Semanta Dahal**
Legal Advisor, Millennium Challenge Account-Nepal
- **Ms. Needika Adhikari**
Legal Advisor, Millennium Challenge Account-Nepal

2. PRELIMINARY

- 2.1. The meeting of the Board of Directors was duly constituted on 3 March 2019 (2075/11/19 BS) after the notice was served in writing on 22 February 2019 (2075/11/10 BS) and 1 March 2019 (2075/11/17 BS).
- 2.2. The Ninth Board Meeting originally scheduled for 1 March 2019 was postponed and rescheduled for 3 March 2019.
- 2.3. The Chairperson welcomed all the members of the Board of Directors and other invitees attending the meeting.
- 2.4. The Chairperson reported that a quorum was present in accordance with Millennium Challenge Account Nepal Development Board Formation Order, 2074 (2018).
- 2.5. Mr. Khadga Bahadur Bisht, Executive Director, Millennium Challenge Account-Nepal updated on current activities of MCA-Nepal and presented the agendas to the MCA-Nepal Board of Directors.

3. UPDATE ABOUT CURRENT ACTIVITIES OF MILLENIUM CHALLENGE ACCOUNT NEPAL

Mr. Khadga Bahadur Bisht, Executive Director briefed the MCA-Nepal Board of Directors the regarding status of the current activities of MCA-Nepal.

4. MATTERS ARISING OUT OF THE FIFTH BOARD MEETING

- 4.1. **Approval of Amendment to the Contract of Iron Vine Security related to Price Proposal and Technical Proposal for IT Infrastructure.**
 - 4.1.1. The Board of Directors approves the exercise of Option #1: Phase 1 – Supply, Build and Confiture under Contract for Procurement of Good and Related Services dated 17 January 2018 with Iron Vine Security.
 - 4.1.2. The Board of Directors also approves the amendment to the Contract Price in the contract with Iron Vine Security and permits the amendment to the contract to be made accordingly.



5. MATTERS FOR DECISIONS

5.1. **Agenda One: Appointment of Deputy Executive Director-Project Delivery of Millennium Challenge Account-Nepal**

Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Hitendra Dev Shakya as Deputy Executive Director-Project Delivery of MCA-Nepal after receiving his response regarding the acceptance or rejection for the position by no later than 8 March 2019, for a period of two (2) years effective from the signing of the Employment Agreement.

5.2. **Agenda Two: Appointment of Chief Legal Officer, Project Manager- Transmission Lines, Quality Assurance Manager - Social Inclusion/Resettlement, Quality Assurance Manager – EHS, Manager - Program Procurement, Project Manager - Road Maintenance & TA, Manager – Monitoring, Evaluation and Economic Analysis, Project Manager-Substation of Millennium Challenge Account-Nepal.**

5.2.1. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Rajib Dahal as the Chief Legal Officer of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.2. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Dhurjati Prasad Sahu as Project Manager- Transmission Line of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.3. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Rajendra Prasad Thanju as the Quality Assurance Manager- Social Inclusion/Resettlement of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.4. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Shyam Kumar Upadhyaya as the Quality Assurance Manager- EHS of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.5. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Mahendra Kumar Shrestha as Manager- Program Procurement of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.6. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Sudan Shrestha as Project Manager- Road Maintenance of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.7. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Ashesh Pant as Manager- Monitoring, Evaluation and Economic Analysis of MCA-Nepal for a period of two (2) years effective from the signing of the Employment Agreement.

5.2.8. Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Sanjay Kumar Sharma as Project Manager- Substation of MCA-Nepal for a period



of two (2) years effective from the signing of the Employment Agreement.

5.3 **Agenda Three: Approval of MCA-Nepal Organogram and Qualification Criteria for Staff Positions**

- 5.3.1 The Board of Directors has decided to approve an MCA-Nepal organogram of sixty-six (66) staffs.
- 5.3.2 The Board of Directors approves the qualification criteria for the twenty-six (26) staff positions to be recruited at MCA-Nepal and permits the amendment to be made to Schedule 1 of MCA-Nepal Employees Administration Bylaws, 2075 (2018) accordingly:

S.N.	Position
1	Project Manager- Power Sector Technical Assistance
2	Manager – Communications
3	Communications Specialist
4	Legal Advisor
5	Financial Management Specialist
6	Internal Control/Compliance Specialist
7	Monitoring and Evaluation Specialist
8	Procurement and Contracting Specialist
9	Procurement and Contracting Specialist
10	Reform Specialist – Transmission
11	Reform Specialist – Regulatory
12	Road Specialist
13	Engineering Specialist – Senior
14	Engineering Specialist – Junior
15	ESP Specialist Substations & RMP
16	Engineering Specialist
17	Engineering Specialist
18	ESP Specialist – Environment
19	GSI Specialist
20	Information Technology Specialist – Hardware
21	Assistant to Deputy Executive Director – Project Delivery
22	Assistant to Deputy Executive Director – Management
23	Outreach Communication Assistant
24	Driver 1
25	Driver 2
26	Administration Specialist

5.4 **Agenda Four: Approval of MCA-Nepal Internal Conduct of Business ByLaws (Governance Bylaws)**



The Board of Directors has decided to approve the bylaws entitled "Millennium Challenge Account Nepal Internal Conduct of Business Bylaws, 2074 (2018)".

5.5 **Agenda Five: Approval to Exercise Option Period A for Consulting Services for Recruitment Services with Rolling Plans Private Limited**

5.5.1 The Board of Directors approves exercise of Option Period A for Consulting Services for Recruitment Services with Rolling Plans Private Limited for recruiting of following twenty-five (25) additional staffs of MCA-Nepal) and permits amendment to be made to the agreement accordingly.

S.N.	Position
1	Project Manager- Power Sector Technical Assistance
2	Manager – Communications
3	Communications Specialist
4	Legal Advisor
5	Financial Management Specialist
6	Internal Control/Compliance Specialist
7	Monitoring and Evaluation Specialist
8	Procurement and Contracting Specialist
9	Procurement and Contracting Specialist
10	Reform Specialist – Transmission
11	Reform Specialist – Regulatory
12	Road Specialist
13	Engineering Specialist – Senior
14	Engineering Specialist – Junior
15	ESP Specialist Substations & RMP
16	Engineering Specialist
17	Engineering Specialist
18	ESP Specialist – Environment
19	GSI Specialist
20	Information Technology Specialist – Hardware
21	Assistant to Deputy Executive Director – Project Delivery
22	Assistant to Deputy Executive Director – Management
23	Outreach Communication Assistant
24	Driver 1
25	Driver 2

5.5.2 The Board of Directors has decided to permit appointments to be made for the employment positions at MCA-Nepal to be completed in a phased manner considering the requirements of human resources needs of the entity



5.6 Agenda Five: Approval of the Time Extension One Existing Services Contract

The Board of Directors decides to approve extension of the contract with legal counsel Abhinawa Law Chambers (ALC) for a period of three (3) months till 30 June 2019 and permits amendment to be made in the contract accordingly.

6. ANY OTHER BUSINESS

6.1. Procurement Plan

The Board of Directors approves the Procurement Plan entitled "Procurement Plan Version 3.1".

7. RECORDING OF THE DISCUSSIONS AND DECISIONS

The Board of Directors has decided to direct the Executive Director to record these minutes with the minute book of Millennium Challenge Account-Nepal and to submit the synopsis of such minutes for publication on the website of Millennium Challenge Account-Nepal within two (2) weeks from the date of these Minutes.

8. CLOSE

There being no further business the meeting was then closed at 10:30 AM.

Synopsis of the Minutes Prepared By:

Semanta Dahal, Legal Advisor, Millennium Challenge Account-Nepal
Advocate and Partner
Abhinawa Law Chambers