



MILLENNIUM CHALLENGE ACCOUNT NEPAL DEVELOPMENT BOARD

Millennium Challenge Account -Nepal (MCA-Nepal)

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

Nature: Urgent Meeting

MCA-N/BOD-M-7/13-1-2019

Date: 13 January 2019 (2075/09/29 BS)
Time: 4.30 PM
Place: Conference Room of the Secretary, Government of Nepal, Ministry of Finance,
Singhadurbar, Kathmandu
Notice Served: 11 January 2018 (2075/09/27 BS)

1. PRESENT

1.1. Members

- **Dr. Rajan Khanal**, Chairperson
And, Secretary, Government of Nepal, Ministry of Finance
- **Mr. Gopal Prasad Sigdel**, Member
And, Joint Secretary, Ministry of Physical Infrastructure and Transport
- **Mr. Sagar Raj Goutam**, Member (Alternate)
And, Senior Divisional Engineer, Ministry of Energy, Water Resources and Irrigation
- **Mr. Kumar Pandey**, Member (Member representing the Private Sector)
And, Vice President, Independent Power Producers' Association of Nepal

1.2. Invitees

- **Mr. Troy E Kofroth**, Invitee
And, Resident Country Director for Nepal, Millennium Challenge Corporation
- **Mr. Shreekrishna Nepal**, Invitee
And, Joint Secretary, Government of Nepal, Ministry of Finance, International
Economic Cooperation and Coordination Division

1.3. Others Attending

- **Mr. Udaya Raj Sapkota**
Joint Secretary, Legal and Judgment Execution Division, Ministry of Finance



- **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 13 January 2019 (2075/09/29 BS) after the notice was served in writing on 11 January 2018 (2075/09/27 BS).
- 2.2. The Chairperson welcomed all the members of the Board of Directors and other invitees attending the meeting.
- 2.3. The Chairperson reported that a quorum was present in accordance with Millennium Challenge Account Nepal Development Board Formation Order, 2074 (2018).
- 2.4. Semanta Dahal, Legal Advisor, Millennium Challenge Account-Nepal presented the agenda to the MCA-Nepal Board of Directors.

3. UPDATE OF MCA-NEPAL ACTIVITIES

The team comprising of Office of the Millennium Challenge Nepal staff led by Mr. Tulasi Sitaula, National Coordinator briefed the MCA-Nepal Board of Directors regarding the status of the activities under the Compact.

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. Mr. Ashish Rauniar, Private Sector Specialist at Office of the Millennium Challenge Nepal presented to the MCA-Nepal Board of Directors process and methods followed for the procurement of Information Technology Infrastructure Management Information System.
 - 4.1.2. The Board of Director has directed the Office of the Millennium Challenge Nepal to provide detailed information regarding procurement process utilized in entering the contract with Iron Vine Security for the contract for the procurement of goods and services for Information Technology Infrastructure Management Information System to the committee comprising of the following members:
 - (a) Mr. Gopal Prasad Sigdel, Joint Secretary, Government of Nepal, Ministry of Physical Infrastructure and Transport, Convener
 - (b) Mr. Shreekrishna Nepal, Joint Secretary, Government of Nepal, Ministry of Finance, Member
 - (c) Mr. Udaya Raj Sapkota, Joint Secretary, Government of Nepal, Ministry of Finance, Member

5. MATTER FOR DECISIONS



5.1. **Agenda One: Comments from MCC on candidates for the positions of Deputy Executive Director – Management and Manager – Administration and Human Resources**

5.1.1. After completion of MCC's no-objection process, the Board of Directors has decided to incorporate MCC's review and approved moving forward with the negotiation process for the Deputy Executive Director – Management position.

5.1.2. The Board of Directors has decided to review the salary for staffs and make any adjustments necessary after the MCA-Nepal Board of Directors approves the updated salary scale for MCA-Nepal after having duly considered all the factors for salary revision.

5.2. **Agenda Two: Appointment of IT Specialist-Software and Hardware, Communication Specialist, Financial Management Specialist and Assistant to Executive Director of Millennium Challenge Account-Nepal.**

5.2.1. **IT Specialist-Software and Hardware**

Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Mahendra Prasad Lamsal as IT Specialist-Software and Hardware of MCA-Nepal for a period of two (2) years.

5.2.2. **Communication Specialist**

Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Pushkar Bhakta Mathema as Communication Specialist of MCA-Nepal for a period of two (2) years.

5.2.3. **Financial Management Specialist**

Subject to MCC's no-objection process, the Board of Directors has decided to appoint Mr. Sagar Dahal as Financial Management Specialist of MCA-Nepal for a period of two (2) years.

5.2.4. **Assistant to Executive Director**

Subject to MCC's no-objection process, the Board of Directors has decided to appoint Ms. Sushila Subba as Assistant to the Executive Director of MCA-Nepal for a period of two (2) years.

5.3. **Agenda Three: Approval of Selection Memorandum and Results of the Fourteen Positions of the Millennium Challenge Account-Nepal**

5.3.1. Subject to MCC's no objection process, the Board of Directors has decided to approve the Selection Memorandum and results for the following positions:



S.No.	Position	Band
(1)	Project Manager- Transmission Lines	D
(2)	Project Manager- Substation	D
(3)	Project Manager- Road Maintenance and Technical Assistance	D
(4)	Chief Legal Officer	D
(5)	Chief Financial Officer	D
(6)	Quality Assurance Manager (Environment, Health and Safety)	D
(7)	Quality Assurance Manager (Social Inclusion and Resettlement)	D
(8)	Manager-Program Procurement	D
(9)	ESP Specialist (Environment)	C
(10)	ESP Specialist (Land Acquisition)	C
(11)	BIKAS/Benefit Sharing Activity Specialist	C
(12)	Human Resources Specialist	C
(13)	Gender and Social Inclusion Specialist	C
(14)	Manager – Monitoring and Evaluation and Econ Analysis	D

5.3.2. The Board of Directors has decided to authorize Manager-Administration and Human Resources of MCA-Nepal to proceed to make offer to the candidates for the above positions in the order of ranking, after receiving MCC's consent through the MCC No Objection process.

5.3.3. The Board of Directors has constituted and authorized the committee comprising of the following members to conduct salary negotiations with the candidates for the above positions in the order of ranking complying with the approved salary structure of MCA-Nepal.

- (a) Executive Director, MCA-Nepal
- (b) Mr. Semanta Dahal, Legal Advisor, MCA-Nepal
- (c) Manager-Administration and Human Resources, MCA-Nepal

5.4. **Agenda Four: Approval of the Time Extension of Consulting Services for Recruitment Services Contract with Rolling Plans Private Limited**

The Board of Directors has decided to approve the time extension of the Contract with Rolling Plans Private Limited until 9 April, 2019 and has permitted the amendment to the contract to be made accordingly.

6. **ANY OTHER BUSINESS**



6.1. **Determination of Criteria for Use of Salary Survey and Salary Scale Revision**

The MCA-Nepal Board of Directors has resolved to further discuss the criteria for use of salary survey and salary scale revision in subsequent board meetings.

7. **RECORDING OF THE DISCUSSIONS AND DECISIONS**

RESOLVED THAT the Board of Directors directs person performing the role of secretary of the Board of Directors 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 6:30 PM.

Minutes Prepared By:

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