2010-11

ADP No- 30

PROJECT COMPLETION REPORT(PCR) :
IMED 04/2003 (Revised)

Integrated Water Management Project of Polder 34/2 in Bagerhat District.

Directorate of Planning-1
BWDB, 6th Floor,
WAPDA BHABAN.
Motijheel C/A, Dhaka.

Government of the People's Republic of Bangladesh
Ministry of Planning
Implementation Monitoring and Evaluation Division

PROJECT COMPLETION REPORT : IMED 04/2003 (Revised)

A. PROJECT DESCRIPTION :

01. Name of the Project : **Integrated Water Management Project of Polder 34/2 in Bagerhat District.**

02. Administrative Ministry/Division : **Ministry of Water Resources**

03. Executing Agency : **Bangladesh Water Development Board**

04. Location of the Project :

Upazilla	District
Rupsha & Rampal	Bagerhat

05. Objective of the Project : **To carryout Feasibility Study of the project for investment in the water sector to meet up the national demand of food and agriculture,fisheries, round the year navigation and sustainable environment etc .**

06. Estimated Cost :

(In lakh Taka)

	Original	Latest Revised
(a) Total	163.984	163.984
(b) Taka	163.984	163.984
(c) Foreign Currency	-	-
(d) Project Aid	-	-
(e) RPA	-	-

07.

Date of Approval	:	PCP/PSP	PP
(a) Original	:	11-01-2010 Vide memo no: পাসম/পরি-৫(১০)/২০০৯/২৭	
(b) Latest Revised	:	28-12-2010 Vide memo no: পাসম ৪২.০৪৩..০১৪.০১..০১..০৪৭..২০০৭-৪০১	

08. Implementation Period :

	Date of Commencement	Date of Completion
(a) Original	January,2010	December,2010
(b) Latest Revised	January,2010	June,2011
(c) Actual	January,2010	June,2011

09. Financing Arrangement (Source-wise) :

9.1 Status of Loan/Grant

a) Foreign Financing : Not Applicable

Source (s)	Currency as per Agreement	Amount in US $ (Million)	Nature (Loan/Grant/ supplier's/ credit)	Date of Agreement	Date of Effective -ness	Date of Closing	
						Original	Revised
1	2	3	4	5	6	7	8

b) GOB :

(In lakh Taka)

Total amount	Loan	Grant	Cash Foreign Exchange
1	2	3	4
163.984	-	163.984	-

9.2 Utilization of Project Aid/Grant : (Source wise)

(In million)

Source (s)	Total Amount		Actual Expenditure		Unutilized Amount	
	In US $	In Local Currency	In US $	In Local Currency	In US $	In Local Currency
1	2	3	4	5	6	7
GoB	-	Tk 13.6404	-		-	Tk 13.6404

9.3 Re-imbursible Project Aid (RPA): Not Applicable

(In lakh Taka)

R P A Amount		Amount Spent	Amount Claimed	Amount Re-imbursed	Remarks
As per PP	As per Agreement				
1	2	3	4	5	6

B. IMPLEMENTATION POSITION

01. Implementation Period :

Implementation Period as per PP		Actual Implementation period	Time Over-run (% of original implementation period)	Remarks
Original	Latest Revised			
1	2	3	4	5
January,2010-December,2010	January,2010 - June,2011	January,2010-June,2011	-	-

02. Cost of the Project :

(In lakh Taka)

Description	Estimated Cost		Actual expenditure	Cost over-run (% of original cost)	Remarks
	Original	Latest revised			
1	2	3	4	5	6
TOTAL	163.984	163.984	136.404	-	-
TAKA	163.984	163.984	136.404	-	-
PA	-	-	-	-	-

03. Project Personnel : (Including BWDB Counterpart)

Sanctioned strength as per PP/PSP	Manpower employed during execution	Status of the existing manpower			Manpower Employed	
		Manpower requirement for O&M as per pp	Existing manpower for O & M	Others		
1	2	3	4	5	Male	Female
Officer (s)	31	-	-	-	150.50 m.m	-
Staff(s)	03	-	-	-		-
Total :	34	-	-	-	150.50 m.m	-

04. Training of Project Personnel (Foreign/Local) :

Field of Training /Study tour/workshop/ Seminer etc.	Provision as per PP		Actual		Remarks
	Number of person	Man - months	Number of person	Man - months	
1	2	3	4	5	6

a. Foreign : Not Applicable

b. Local : Not Applicable

05. Component-wise Progress (As per latest approved PP/PSP) :

(In lakh Taka)

Items of work (as per PP/PSP)		Unit	Target (as per PP/PSP)		Actual Progress		Reasons for deviation (±)
			Financial	Physical (Quantity)	Financial	Physical (Quantity)	
Sl	1	2	3	4	5	6	7
1.	Consultancy (4874) :						
a)	Main Consultant	Tk.	77.204	100 %	56.606	100 %	Consultant signed contract at Lower price.
b)	Mathematical Modeling Study	Tk.	58.072	100 %	57.950	100 %	
c)	EIA/SIA Study	Tk.	25.768	100 %	25.600	100 %	
	Sub Total of Consultancy		161.044		140.156		
2.	Other Allowance (4795)		0.44		0.110		
3.	Stationary (4828)		0.50		0.498		
4.	TA/DA of BWDB personnel (4801)		2.00		0.640		
	Toatal (1-4)		163.984		141.404		

06. Information regarding Project Director (s) :

Name & Designation with pay Scale.	Full time	Part time	Responsible for more than one project	Date of		Remarks
				Joining	Transfer	
1	2	3	4	5	6	7
Md.Azharul Islam Director 25750-1000X8-33750	-	Yes	Yes	29-01-2008	24-01-2011	The Project Director is the Team Leader stationed at Head quarter office in Dhaka.
Md Abdul Mannan Director 25750-1000X8-33750	-	Yes	Yes	25-01-2011	21-03-2011	
Md. Sarafat Hossain Khan Director 25750-1000X8-33750	-	Yes	Yes	22-03-2011	Till Now	

07. Procurement of Transport (in Nos.) : Not Applicable

Type of transport	Number as per P.P.	Procured with date	Transferred to Transport Pool with date	Transferred to O & M with date	Condemned/ damaged with date	Remarks
1	2	3	4	5	6	7
Car						
Jeep						
Microbus						
Minibus						
Bus						
Pick-up						
Truck						
Motor Cycle						
By-cycle						
Speed Boat						
Launch						
Others with name						

08. Procurement of Goods, Works and Consultancy Services:

08.1 Goods & Works of the Project costing above Tk. 200.00 lakh. and Consultancy above Tk. 100.00 lakh : **Not Applicable**

Description of procurement (goods/works /consultancy) as per bid document	Tender/Bid/Proposal Cost (in crore Taka)		Tender/Bid/Proposal		Date of completion of works/services and supply of goods	
	As per PP	Contracted value	Invitation date	Contract signing/ L.C opening date	As per contract	Actual
1	2	3	4	5	6	7

8.2 Use of Project Consultant (s) (Foreign/Local):

a) Foreign : Not Applicable

b) Local :

Sl.	Name of the Field	Approved man month		Actual man month utilised	Remarks
		As per PP	As per contract		
	1	2	3	4	5
1.	Team Leader	0	0	0	
2.	Deputy Team leader	15.5	15.5	15.5	
3.	Sr.Design Engineer	4	4	4	
4.	Hydraulic Engineer/Modeller	2	2	2	
	Hydraulic Engineer/Modeller	3.5	3.5	3.5	
5.	Morphological Modeller	2	2	2	
6.	Sr.Economist	1	1	1	
	Sr.Agronomist	2	2	2	
7.	Environmentalist	1	1	1	
8.	Socio Economist	1	1	1	
9.	Agronomist	1	1	1	
10.	Fesieries Specialist	1	1	1	
11.	Jr. GIS Specialist	1.5	1.5	1.5	
	Jr. Auto CAD Specialist	2	2	2	
12.	Jr. Engineer	8	8	8	
13.	Data Analyst	4	4	4	
14.	Field Researcher	6	6	6	
		55.5			

08. Construction/Erection/Installation Tools & Equipment : Not Applicable

Description of items	Quantity (as per PP)	Quantity procured with date	Transferred to O & M with date	Disposed off as per rule with date	Balance	Remarks
1	2	3	4	5	6	7

C. FINANCIAL AND PHYSICAL PROGRAMME :

01. (a) Original and revised schedule as per PP/PSP :

(In lakh Taka)

Financial Year	Financial provision & physical target as per original PP/PSP				Financial provision & physical target as per latest revised PP/PSP			
	Total	Taka	P.A.	Physical %	Total	Taka	P.A.	Physical %
1	2	3	4	5	6	7	8	9
2009-2010	5.00	5.00	-	5%	5.00	5.00	-	5%
2010-2011	156.00	156.00	-	95%	156.00	156.00	-	95%

01. (b) Revised ADP allocation and progress :

(In lakh Taka)

Financial Year	Revised Allocation & target				Taka release	Expenditure & physical progress			
	Total	Taka	P.A.	Physical %		Total	Taka	P.A.	Physical %
1	2	3	4	5	6	7	8	9	10
2009 -10	5.00	5.00	-	5%	5.00	5.00	5.00	-	5%
2010 -11	138.10	138.10	-	95%	138.10	136.404	136.404	-	95%

D. ACHIEVEMENT OF OBJECTIVES OF THE PROJECT /STUDY:

Objectives as per PP/PSP	Actual achievement	Reasons for shortfall, if any
• To review existing flooding and drainage system of inside and outside the project area. • To review existing siltation problem of the area. • To protect the project area from salinity intrusion to improve crop production. • To protect the area from tidal flooding and drainage congestion to increase agricultural production • To study and suggest possible remedy for siltation problem within and outside the project area. • To study the current agricultural situation and suggest measures for possible improvement. • To develop agriculture, fisheries, transport of the proposed area by integrated water management during dry season. • To examine the feasibility of providing full flood control in the project area. • To review the existing irrigation system. • To study and suggest possible interventions for surface water availability in the project area. • To identify the areas to be suitable for fish culture (with and without Shrimp culture). • To study the impact of proposed interventions on the surrounding areas. • To study of the Environment Impact Assessment (EIA) of the project. • To study of the Social Impact Assessment (SIA) of the project. • To improve farm incomes and employment opportunities by improving the water resources facilities. • To reduce poverty level within the project area. • To assess the present impact of the implemented projects and to integration the proposed project.		

E. BENEFIT ANALYSIS

01. Annual Out-put: Not applicable

Items of out-put	Unit	Estimated quantity expected at full capacity	Actual quantity of out-put during the 1st year of operation at full capacity (or during, real production for newly completed project).
(a) (b) (c) (d)			

02. Cost / Benefit : Not applicable

Item	Estimated	Actual
(1) Benefit cost ratio of the project (i) Financial (ii) Economic		
(2) Internal Rate of Return (i) Financial (ii) Economic		

03. Please give reasons for shortfall, if any, between the estimated and actual benefit:

F. MONITORING AND AUDITING

0.1 Monitoring: Not applicable

Name & designation of the inspecting official	Date of Inspection	Identified Problems	Recommendations
1	2	3	4

(a) Ministry / Agency:

(b) IMED :

(c) Others: (Please specify)

0.2. Auditing during and after Implementation: Not applicable

2.1. Internal Audit:

Period of Audit	Date of submission of Audit Report	Major findings/ objections	Whether objections resolved or not.
1	2	3	4

2.2. External Audit:

Audit period	Date of submission of Audit Report	Major findings/ objections	Whether objections resolved or not.
1	2	3	4

G. DESCRIPTIVE REPORT

1. General Observations/Remarks of the Project on :

1.1 Background (As per Approved PSP)

The proposed project area is located at Bagerhat District. The project area is bounded by the Rupsha, Kazibacha and Pashur river to the West, Mongla Port, Mongla river and Kumarkhali river to the South and Bhairab river and Railway to the North, and embankment of Joekhali project to the East (map enclosed). The gross and net area of the proposed project Polder 34/2 is about 46,178 ha and 32,325 ha respectively.

In 1964 a Master Plan was prepared by IECO for protection of land against flooding, drainage and improving irrigation facilities to boost up agricultural production. The Master Plan proposed Coastal Embankment Project to prevent saline water intrusion and tidal floods. There is salinity within the project area during dry season. The area is subject to tidal flooding during spring tide and also in monsoon.

National Water Plan was prepared in 1986 and 1990 to assess need of the country for water resources for agriculture, fisheries, industries, drinking, domestic and navigation purposes by Hazra Engineering Company in association of Sir M MacDonald & Partner Ltd, Meta System Inc and Engineering Planning consultants Ltd (EPC). NWP assessed availability of surface water in the area for irrigation purpose.

M/S Halcrow and EPC prepared Southwest Area water Resources Management Project in 1993 under flood Action Plan. The study concentrated on the coastal polder rehabilitation and identified 7 (seven) sub-projects outside the project area. However, M/S Harclow has studied coastal polders and recommended measures in the coastal area. The proposed project area was included in Original Coastal Embankment Project as Polder 34/2 but was not implemented.

A feasibility study completed by Engineering Consultants & Associates Ltd. in August, 1988 namely "Rehabilitation & Improvement of BWDB Project in Bagerhat District" which included 8 polders of out of 73 polders of Coastal Embankment Project. Polder 34/2 was included within the 8 polders covering an area of about 46,178 ha and considered for a single project. Furthermore, as the study was conducted 21 years ago, a lot of changes have been occurred in Hydrology, Topography, Drainage, River morphology & hydraulics, Sediment, Soil, Bio-diversity, Environment etc. But instead of single project, 3 separate sub-projects Joekhali, Gabkhali and Amirpur-Vandarcoat have been implemented and which now falls under drainage congestion.

Another feasibility study was completed as "Feasibility Study for Baintala-Banstali FCD Project" which was a part of polder 34/2 by BWDB, Dhaka in 2000-01.The Baintala Banstali Project is situated in Rampal upazila of Bagerhat district. The project area is situated in coastal environment and large numbers of tidal creeks crossed the project area. The project is bounded by the Bishnu river on the northeast, Kumakhali river on the south and Daudkhali on the west.The project area is subjected to tidal flooding during spring tide and monsoon, salinity intrusion and drainage congestion causing damage/ reduce crop productions in the area. During dry season the area suffers from shortage of fresh water supplies.

It was observed from the feasibility study that heavy siltation in the Bishnu river, Daudkhali river and Telikhali khal creates drainage congestion in nearby polders. As per sedimentation data it was found that 1.6 meter sedimentation occurs in Bishnu river and 0.46 m occurs in Kumarkhali river annually. Apart from that there was no upstream flow in Bishnu river, Daudkhali river and Telikhali khal during dry

season. For that the Bishnu river, daudkhali river and Telikhali khal might be silted up within 4 to 5 years after implementation of the project.

According to the sedimentation study there would be serious drainage congestion in and around Baintala-Banstali FCD project if implemented. And the study did not recommend implementation of Baintala-Banstali Project as the sensitivity analysis also indicated that the project was not viable economically .

But the local people were strongly demanding for the implementation of the project since then. Regular saline water intrusion is reducing fertility of the land gradually. So the farmers are not getting crop production to their expectation and the local people also suffering many ways. Furthermore, during flood time people are suffering utmost distress due to flushing away the homestead, roads, crops etc. In this context, a technical committee was formed to review the previous study and recommend if the project is viable or not in present condition.

The committee observed that Daudakhali and Telikhali khal completely silted up and Bishnu river also get narrowed due to siltation which reflects the prediction in the previous study. The causes for extreme siltation are working still now so drainage situation might not improve as per expectation if the Baintala-Banstali project is implemented only. On the other hand, the drainage condition to the south of the implemented project of Joekhali and Ghabkhali is being obstructed gradually.

The observation of committee indicated that the whole water basin to be included in the feasibility study. Though 3 compartment of this water basin (Joekhali, Gabkhali and Amirpur-Vandarcoat Project) was implemented but as they also facing drainage problem at present, so it rather would be viable to bring the Baintala-Banstali and Moidhara-Ichamoti area under Polder-34/2 for implementation including rehabilitation of the previously discussed 3 compartments.

On the basis of the recommendation of the technical report, a Proforma for Study Proposal has been prepared for approval of convenient authority. Accordingly ToR of Main Consultants, Mathematical Modelling Study & EIA, SIA have been prepared.

A meeting of the project Evaluation Committee was held on 5/10/2009 in the MoWR under the chairmanship of the secretary of MoWR to discuss on the project proposal. Several decisions regarding the project had been taken in the committee.

A 2nd meeting of the Divisional Project Evaluation Committee (DPEC) was held on 22/12/2009 in the MoWR under the chairmanship of the secretary of MoWR to discuss further on the project proposal. Several decisions regarding the project had been taken in the committee The total estimated cost of 1st recast had been 162.864 lakh taka which has been revised as 163.984 lakh during 2nd recast.

1.2 Justification/Adequacy

Bangladesh is predominately agrarian in character. To attain the self sufficiency and increasing demand in food, it is necessary to be undertaken FCD and FCDI projects to boost up agricultural production. So, development of agriculture, flood control and water resources sector, continues to enjoy high priority in national economy.

Water resource development plays a vital role in accelerating the process of technological transformation on agriculture, planned utilization and efficient management of water resources remain to be one of the most crucial elements for achieving desired changes in agricultural production and productivity in oncoming future terms plan. Therefore, the central strategy for water resources development would be expansion of irrigation coverage and water control measures to increase the area

under effective cultivation of HYV's for the improvements in agricultural productivity and employment situation. Sectoral programme will also eliminate flood damages to crops, properties and physical infrastructure. In this broad context of national urgencies, BWDB need to have a regular and independent out fit of Planning of countinuously carry on feasibility studies of projects.

The Three Years Rolling Programme has the following major objectives:

a. Alleviation of poverty through accelerated economic growth (on an average, 7% per annum) during the plan period to bring about a noticeable improvement in the standard of living of citizens by raising their level of income and ensuring adequate supply of basic needs. Alleviation of poverty will be considered as synonymous with development.

b. Generation of substantial employment opportunities, and increase in productivity through an optimal choice of the traditional labour intensive and new capital intensive technologies;

c. Attainment of food production beyond the self-sufficiency level in the shortest possible time and higher production of diversified high valued export goods;

d. Promotion and diversification of high value-added production for exports;

e. Human resources development with emphasis on compulsory primary education, and vocational training;

f. Development of necessary infrastructure, utilities and other services needed to promote growth, particularly in the private sector;

g. Achievement of a lower population growth rate (1.20%) by the terminal year of the plan, coupled with provision of necessary health care and improved nutrition of mother and child;

h. Protection and preservation of environment, by putting in place adequate regulatory regimes and effective institutions, keeping in view optimum exploitation of natural resources for sustainable development;

i. Closing the gender gap, giving priority to woman's education, training and income rising employment generation with special support for educating the girl child;

j. Establishment of better social justice through a more equitable distribution of income, resources and opportunities, and creation of effective safety nets for the socially and economically disadvantaged section of the population.

The sectoral objectives of water resources development during the Three Years Rolling Programme are:

i To alleviate poverty and generate employment opportunities;

ii To ensure ecological balance;

iii To promote water conservation for irrigation and other uses;

iv To enhance conveyance capacity of water courses through desiltation;

v To protect towns, commercial centres, agricultural lands etc. from the erosion of inland and border rivers;

vi To control flush flood during pre-monsoon;

vii To reduce intensity of flush flood, damages of crops, properties and human sufferings etc;

viii To augment agricultural productivity and accelerate other economic works;

ix To reduce the drainage congestion during post monsoon;

x To create navigational facilities in the river & khals;

xi To explore the possibility of providing irrigation facilities;

xii To promote culture fisheries in the completed projects, establishment of fish sanctuary and culture pink pearl in the haors and rivers.

xiii To promote optimum use of available flows of the common rivers in domestic, agricultural, fisheries, navigation and industrial sectors;

xiv To fulfill the need of irrigation for achieving food grain self-sufficiency by ensuring year-round sustainable irrigation through conjunctive use of surface and ground-water thus avoiding over-extraction of sub-surface water;

xv To control floods to protect crops, lives and properties and promote both HYV rice and fish through controlled flooding;

xvi To prevent saline intrusion;

xvii To ensure active people's participation in planning implementation and maintenance of water sector projects; and

xviii To carry out studies on future water resources development projects.

xix To strengthening of training capacity of Training Institute of BWDB at different places in Bangladesh.

xx To dissemination of knowledge, experience and insights obtained from projects undertaken in Bangladesh in the past and present, like the FAP, SP, EIP, LRP, DDP, CERP and alike.

1.3 Objectives

The specific objectives of the study are as follows:

- To review existing flooding and drainage system of inside and outside the project area.
- To review existing siltation problem of the area.
- To protect the project area from salinity intrusion to improve crop production.

- To protect the area from tidal flooding and drainage congestion to increase agricultural production
- To study and suggest possible remedy for siltation problem within and outside the project area.
- To study the current agricultural situation and suggest measures for possible improvement.
- To develop agriculture, fisheries, transport of the proposed area by integrated water management during dry season.
- To examine the feasibility of providing full flood control in the project area.
- To review the existing irrigation system.
- To study and suggest possible interventions for surface water availability in the project area.
- To identify the areas to be suitable for fish culture (with and without Shrimp culture).
- To study the impact of proposed interventions on the surrounding areas.
- To study of the Environment Impact Assessment (EIA) of the project.
- To study of the Social Impact Assessment (SIA) of the project.
- To improve farm incomes and employment opportunities by improving the water resources facilities.
- To reduce poverty level within the project area.

1.4 Project revision with reasons

Original PSP: January,2010 - December,2010	
Revised PSP : January,2010- June,2011	**Time Extension without cost Increase**

2. Rationale of the project in respect of Concept, Design, Location and Timing. : Not Applicable

3. Brief description on planning and financing of the project and its applicability.

- Project Identification
- Project Preparation
- Appraisal
- Credit Negotiation
- Credit Agreement
- Credit Effectiveness
- Loan Disbursement
- Loan Conditionalities
- Project Approval.
- Others (if any).

Not Applicable

4. Analysis of the Post-Implementation situation and result of the project : Not Applicable

4.1 Whether the beneficiaries of the project have clear knowledge about the Target/ Objectives of the project.

4.2 Programme for use of created-facilities of the project

4.3 O & M programme of the project.

4.4 Impact of the project -

4.4.1 Direct

4.4.2 Indirect

4.5 Transfer of Technology and Institutional Building through the project

4.6 Employment generation through the project.

4.7 Possibility of Self employment

4.8 Possibility of women-employment opportunity

4.9 Women's participation in development

4.10 Probable Impact on Socio-Economic activity.

4.11 Impact on environment

4.12 Sustainability of the project

4.13 Contribution to poverty alleviation/reduction

4.14 **Opinion of the public representatives, local elite, local administration, teachers, religious leaders, women's representatives etc.**

4.15 **Contribution of Micro-credit programmes and Comments on overlapping with any NGO activities.**

5. **Problems encountered during Implementation (with duration & steps taken to remove those)**

5.1	Project Management	5.12	Project aid disbursement and re-imbursment
5.2	Project Director	5.13	Mission of the development partners.
5.3	Land Acquisition	5.14	Time & Cost Over-run
5.4	Procurement	5.15	Project Supervision/Inspection
5.5	Consultancy	5.16	Delay in Decision
5.6	Contractor	5.17	Transport
5.7	Manpower	5.18	Training
5.8	law & Order	5.19	Approval
5.9	Natural clamity	5.20	Others.
5.10	Project financing, allocation and release.		
5.11	Design formulation/approval		
Time over runed without cost increase hence the time has extended for 13 month.			

4.14 **Opinion of the public representatives, local elite, local administration, teachers, religious leaders, women's representatives etc.**

4.15 **Contribution of Micro-credit programmes and Comments on overlapping with any NGO activities.**

5. **Problems encountered during Implementation (with duration & steps taken to remove those)**

5.1	Project Management	5.12	Project aid disbursement and re-imbursment
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5.6	Contractor	5.17	Transport
5.7	Manpower	5.18	Training
5.8	law & Order	5.19	Approval
5.9	Natural clamity	5.20	Others.
5.10	Project financing, allocation and release.		
5.11	Design formulation/approval		
Time over runed without cost increase hence the time has extended for 13 month.			

6. **Remarks & Recommendations of the Project Director :**

Feasibility Study/Survey For "Integrated Water Management Project of Polder 34/2 in Bagerhat District" has been completed on 30-06-2011. It is recommended that the project should be implementedearly to achieve the desired objectives.

04.9.11

Date : ..... **Signature and seal of the Project Director/Manager**

Md. Habib Hasan Khan
Director
Planning-1 Wing, Dhaka.

7. **Remarks/Comments of Agency Head**

Date : .....

Signature and Seal

(Md. Habibur Rahman)
Director General
Bangladesh Water Dev. Board
Dhaka.

8. **Remarks/Comments of the officer in- charge of the Ministry/Division**

Date :

Signature and Seal