

Government of the People's Republic of Bangladesh  
Ministry of Labour and Employment  
International Organizations (IO) – 2  
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Subject: Minutes of the 4<sup>th</sup> Project Coordination Committee (PCC) Meeting of the “Social Dialogue and Harmonious Industrial Relations” (SDIR) Project.

The 4<sup>th</sup> Project Coordination Committee (PCC) meeting of “Promoting Social Dialogue and Harmonious Industrial Relations (SDIR)” Project was held on 19 November 2018 at the Conference Room of the Ministry of Labour and Employment (MoLE). Syed Ahmed, Additional Secretary (IO), Ministry of Labour and Employment (MoLE) chaired the meeting. A list of participants of the meeting is attached herewith (Annex- A).

2. The meeting started with a welcome note from the Chair, and followed by self-introductions by the participants. Being requested by the Chair, Mr. Humayun Kabir, Deputy Chief (IO), MoLE presented the agenda of the meeting and proposed for the adoption of the minutes of the 3<sup>rd</sup> meeting of PCC if no modification was required. After unanimous adoption of the minutes, the implementation status of the last meeting's decisions was presented by the CTA of the SDIR Project, and his team.

3. The highlights of the progress of the project was presented in the meeting. The CTA mentioned BGMEA and BKMEA have been requested to select 38 factories to conduct training/ outreach activities on grievance handling, workplace cooperation, best HR practices and supervisory skills under the second phase. Referring to the training program of the first phase, representative from BGMEA, informed the chair that although they got support during the ToT of master trainers but during the factory level training the materials were not supplied. So each of the master trainer developed their materials by themselves and conducted training program by their prudence. The ILO should support in this regard to maintain uniformity in the training/ outreach activities across the factories, he added. He also urged for a closer involvement of the Center of Excellence for Bangladesh Apparel Industry (CEBAI) for capacity building of the employers' organizations. It was reported that the training materials/modules were being developed by the International Training Centre (ITC) of the ILO in liaison with respective constituents. ILO will develop materials for factory level training as well through validation workshop to be convened soon and members of the PCC will be invited to the same.

4. The representative from the workers' organizations informed that they are not properly engaged with the ongoing training program of the project. He suggested to share training materials/modules with all constituents and engaging NCCWE in closer manner. On query regarding availability of training resources it was reported by the Project Team that there have

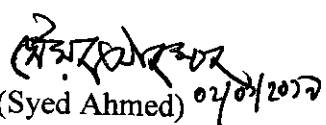
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been arrangements for involvement of the National Coordination Committee for Workers Education (NCCWE) and Industrial Bangladesh Council (IBC) affiliated trade union federations through the newly launched Workers Resource Centre (WRC).

5. Like previous meetings, the members of the PCC opined that along with the physical progress the financial progress should be presented and reviewed in the meeting. The Program officer, ILO informed that the financial progress is regularly send to the ministry by using IMED-03 format for ADP review meeting and updates also provided following IMED-05. The chair requested them to send the updated IMED 03 format soon and present it in the next PCC meeting.
6. The participants present from the Department of Labour (DoL) has informed the meeting about the ongoing implementation agreement on registration of trade unions and unfair labour practices through introduction of the on-line database and website. The chair requested them to invite the representative from the Ministry for the lunching the data base and inform the ministry for any future implementation agreement to be signed by the Department with this project.
7. Upon discussions the following decisions were taken:
- 7.1 ILO will organize a validation workshop soon for finalizing the training materials for the factory level training and other resources materials developed by the project and shall be submitted and shared with the PCC and PAC for review and endorsement.
- 7.2 ILO should ensure close cooperation with CEBAI for upcoming and ongoing training program;
- 7.3 Project team should send the updated IMED-03 report soon and will prest it in the next PCC meeting.

The meeting concluded with a vote of thanks from the chair.

  
(Syed Ahmed) 02/01/2022  
Additional Secretary (IO), MoLE  
and Chairperson of the PCC