



Integrated Capacity Development Training Program
Asian Development Bank
20 - 22nd November 2023 - Karachi Marriott Hotel

Day - 1: 20th November 2023

S#	Start Time	End Time	Length (Mins)	Activity
	Venue			CBR Hall
1	8:30	9:00	0:30	Registration of Guests & Participants
2	9:00	9:05	0:05	Recitation of Holy Quran
3	9:05	9:15	0:10	Welcome Address, Introduction of Dignitaries and Introduction of the Training
4	9:15	9:25	0:10	Remarks by DCD, PRM
5	9:25	9:45	0:20	ADB Operations and PAK Portfolio
6	9:45	10:05	0:20	ADB Project Cycle
7	10:05	10:20	0:15	ADB Procurement Framework
8	10:20	10:25	0:05	Brief Overview of ADB Gender Policies & Framework
9	10:25	10:30	0:05	Brief Overview of ADB Land Policies & Framework
10	10:30	10:35	0:05	Brief Overview of ADB Financial Management Policies & Framework
11	10:35	10:40	0:05	Brief Overview of ADB Loan Disbursement Procedures and Guidelines
12	10:40	10:50	0:10	Group Photo
13	10:50	11:05	0:15	<i>Tea break</i>
14	11:05	12:20	1:15	ADB Anticorruption Policy and Integrity
	Venue			Procurement - CBR Hall Finance - Ambassador 1 Hall Social Safeguards - Ambassador 3 Hall
15	12:20	13:20	1:00	ADB Procurement Policy and Regulations 2017 (BH) ADB FM in Project Implementation Overview of the safeguards and gender sessions and discussion on problems encountered in project processing and implementation related to safeguards.

16	13:20	14:05	0:45	Lunch Break		
17	14:05	14:45	0:40	Strategic Procurement Planning & PAM 1 (BH)	Overview of APFS	(1) A brief Gender Mainstreaming (strategy 2030) & OP2 (2) Conducting PSGA (3) Gender Design Features & relevant Op 2 indication (4) Gender Action Plans (GAP)
18	14:45	15:30	0:45	Strategic Procurement Planning & PAM 2 (BH)	Overview of APFS	(1) Implementation of and reporting on GAP progress (2) Implementation and monitoring progress of gender actions and targets for specific modalities with no GAP(RBL, PBL) (3) Issues and concerns related to GAP implementation.(4) Revisions in GAP (at mid-term), (5) Project Completion Reports
19	15:30	15:50	0:20	Tea Break		
20	15:50	16:30	0:40	Procurement of Works, Goods and Nonconsulting Services (Methods, SBD, User's Guide) Case studies, quizzes, examples (BH+MIK)	Common Issues in APFS	Challenges and approaches to achieving safeguards readiness
21	16:30	17:10	0:40		Common Issues in APFS	Project Experience: NHA: (NTCHIP) Tranche 1 - M4 Section 1 ROW acquisition. NTDC: PTEIP – acquiring sites for grid stations
22	17:10	17:50	0:40		Question and Answers	Project Experience: Improving Readiness - KPCIP and DREAMS project
23	17:50	18:05	0:15	Wrap up Day 1		
Day - 2: 21st November 2023						
	Venue			Procurement - Governer Room Hall	Loan Disbursement - Ambassador 1 Hall	Social Safeguards - Ambassador 3 Hall
S#	Start Time	End Time	Length (Mins)		Activity	
1	9:00	9:05	0:05	Recap of Day 1 (participants)		
2	9:05	10:05	1:00	Sustainable Public Procurement in ADB Funded Projects & Discussions regarding Health Safety and Environmental Requirements in BDs. (By Jenny)	ADB Loan Disbursement Procedures and Guidelines (Loan Disbursement Handbook 2022) 1. Disbursement Principles, Policies and Guidelines 2. Withdrawal Application 3. Required Documentation/Simplified Documentation (SOE).	Existing sites/facilities: Assessing, avoiding and addressing IR legacy issues
3	10:05	11:00	0:55	Selection of Consultants (short list, RFP) 1 (BH+MIK)		Grievance redress mechanism and ADB Accountability Mechanism

4	11:00	11:15	0:15	<i>Tea break</i>		
5	11:15	12:15	1:00	Selection of Consultants (short list, RFP) 1 (BH+MIK)	ADB Loan Disbursement Procedures and Guidelines (Loan Disbursement Handbook 2022)	Project Experience: GRM and ADB Accountability Mechanism
6	12:15	13:15	1:00	Selection of Consultants (evaluation, submissions) 1 (BH+MIK)	1. Detailed Discussion on four Major Types of Disbursement (Reimbursement, Advance Fund, Direct Payment and Commitment)	Approaches to compensation and valuation issues
7	13:15	14:15	1:00	<i>Lunch & Prayers Break</i>		
8	14:15	15:15	1:00	Selection of Consultants (evaluation, submissions) 2 (BH+MIK)	ADB Loan Disbursement Procedures and Guidelines (Loan Disbursement Handbook 2022): 1. Detailed Discussion on four Major Types of Disbursement (Reimbursement, Advance Fund, Direct Payment and Commitment Letter)	Project Experience: Using IVS for ensuring replacement cost and addressing compensation related complaints
9	15:15	15:30	0:15	<i>Tea break</i>		
10	15:30	16:30	1:00	Administration and Management of Consulting Contracts (MIK)	Discussion on Case Studies/Knowledge Check	Livelihood restoration approaches and evaluation
11	16:30	17:15	0:45	<i>Wrap up Day - 2</i>		
Day - 3: 22nd November 2023						
	Venue			Procurement - Governer Room Hall	Loan Disbursement - Ambassador 1 Hall	Social Safeguards - Ambassador 3 Hall
S#	Start Time	End Time	Length (Mins)		Activity	
1	9:00	9:05	0:05	<i>Recap of Day 2 (participants)</i>		
2	9:05	10:05	1:00	Price Adjustment 1 (BH+MIK)	Client Portal for Disbursement (CPD) - Features, Processes and Roles	Handling cases with legal and administrative impediments
3	10:05	11:00	0:55	Price Adjustment 2 Case Studies, Quizzes & Practical Examples (BH+MIK)		Project Experience: Handling cases with impediments - Pehur High Level Canal Extension and Jalalpur Irrigation Project
4	11:00	11:15	0:15	<i>Tea break</i>		
5	11:15	12:15	1:00	Contract Management 1 (MIK)	Beneficiary Registration Facility (BRF) -	CLS requirements and monitoring/reporting CLS compliance

6	12:15	13:15	1:00	Contract Management 2 Case Studies, Quizzes & Practical Examples (MIK)	Beneficiary Registration Facility (BRF) Features and Processes	Project Experience: CLS in Private Sector Operations
7	13:15	14:15	1:00		<i>Lunch & Prayers Break</i>	
8	14:15	15:15	1:00	Procurement Related Complaints 1 (BH+MIK)	Common Causes of Delay in Disbursement Processing	Project Experience: Corrective action for addressing gaps in CLS in projects
9	15:15	16:00	0:45	Procurement Related Complaints 2 Case Studies, Quizzes & Practical Examples (BH+MIK)	Discussion on Case Studies and Knowledge Check	Discussion: How to address problems encountered in safeguards and develop/sustain EA capacity
10	16:00	16:20	0:20		<i>Tea break</i>	
11	16:20	16:40	0:20		Feedback survey	
12	16:40	17:10	0:30		<i>Distribution of Certificates, Group Photo and Closing</i>	