



## 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**

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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:

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