

## **Minutes of the Afghanistan Mine Ban Treaty Extension Request**

**29<sup>th</sup> November 2011**

### **Location:**

MDC conference room

### **Date and Time:**

29 November 2011 from 09:00am to 11:30am

### **Participants:**

ATC, DAFA, DDG, HT, MCPA, MDC, OMAR & MACCA Operations.

### **Introduction:**

The aim of this meeting was to brief mine action stakeholders on the Afghanistan MBT Extension Request and share the development of work plans of the extension request and collect the participant views and recommendations.

The overall summary of the meeting are:

### **Opening:**

Mr. Mullah Jan MACCA Snr. Operations Manager welcomed the participants and asked them if they had any comments or feedbacks on the previous meeting minutes. No comments/feedbacks were raised.

### **Work Plan Progress:**

Mr. Mohammad Wakil, MACCA Snr. Planning Officer presented the Work Plan and detailed the progress made so far as follows:

- Three sections of the Article 5 have been completed by MACCA and shared with IPs for their comments/acceptance. The deadline was 29 Nov. HT will provide feedback at the end of today;
- AT hazards have also been included in the extension requests and the same Ranking System has been applied for them;
- Slope10% has been removed from Ranking System.

### **Points raised by the participants:**

#### **MDC:**

- A paragraph to be added in the narrative part of the extension to indicate running of survey activities in the future;

- It will be good to know why the implementation of extension is to be started in April 2012, while the extension will start in 2013 onwards.

#### **DAFA:**

- All land release processes e.g. reduction, cancellation to be mentioned in the narrative part of the extension request;
- The actual clearance rate of MDG, MDU & DT has to be determined by all agencies. In order to have an average rate mentioned in the extension request;
- A contingency plan needs to be developed for the conditions where a project cannot be implemented due to a potential risk i.e. security.

#### **ATC:**

- A column to be add in the excel sheet to divide projects into secure and insecure areas ; so as to know about operational accessibility;
- An increase of 5 - 10% cost calculation to cover the yearly economic inflation that may happen in the course of extension period;
- Animal victim indicators must be defined to facilitate recoding animal victims that could potentially lead to human victim.

#### **Halo Trust:**

- Equipment expense has to be considered in the financial statement of the extension request, as the extension time may exceed and there will be need to renew the equipment such as PPEs.

#### **Narrative Contents of Extension Request:**

Agencies volunteered to contribute to the narrative part of the extension as following:

- Ranking System: MACCA-Plans Section
- Productivity rate: ATC, MDC & OMAR
- Time calculation: When other parts are developed, the time will be calculated.
- Pricing: HT & DAFA
- Security: DDG & HT
- Known un-known: HT & MACCA - Plans Section
- Type of Teams i.e. manual, machine, dog: MACCA - Plans Section
- Survey & Assessment: Halo Trust & MCPA
- Other challenges: All

The deadline for the above is end of next week.

**The way ahead:**

The Work Plan will be developed by MACCA, DMC and key mine action agencies through the Extension Request Committee that will have meeting discussions on all aspects of the Work Plan. All members of the committee were urged to review the presentations and contribute to the narrative parts and the development of the work plans.

Next meeting of the Extension Request Committee was scheduled on Thursday 8<sup>th</sup> December 2011 in OMAR conference room, Kabul

**Closing:**

The meeting was closed at 11:35am.

## **Minutes of the Afghanistan Mine Ban Treaty Extension Request**

**12<sup>th</sup> December 2011**

### **Location:**

OMAR conference room

### **Date and Time:**

12 December 2011 from 09:00am to 11:30am

### **Participants:**

DMC, ATC, DAFA, DDG, HT, MCPA, MDC, OMAR & MACCA Operations.

### **Introduction:**

The aim of this meeting was to decide on the average clearance rate and average monthly team cost and to update the committee on the development of Work Plans as a result of 2<sup>nd</sup> meeting held on 29 November 2011 in MDC.

The overall summary of the meeting are:

### **Opening:**

Mr. Mullah Jan MACCA Snr. Operations Manager welcomed the participants and asked them if they had any comments or feedbacks on the previous meeting minutes. No comments/feedbacks were raised.

### **Work Plan Progress:**

Mr. Mohammad Wakil, MACCA Snr. Planning Officer presented the 3<sup>rd</sup> version of the Work Plan and detailed the progress made so far as follows:

- The Work Plan has been updated with the stakeholders' inputs of the previous meeting;
- Chapter 4, 5 & 9 of the Article 5 narrative part have been completed and would be released on 2<sup>nd</sup> week of December by MACCA for comments/acceptance;
- Based on the decision made in the previous meeting, two more columns were added in the work plan excel sheet to indicate Security i.e. Secure/Insecure and Project Name;
- Reference to the point raised in the previous meeting with regard to advance implementation of the extension, it was clarified that:

The work plans would be submitted as part of the Extension Request and it would be clarified in the narrative that the first year of the work plan would be carried during 2012/1391 and the first year plan would be deducted from the whole duration of the Plan i.e. if the timeline as per the work plan identifies 8

years extension, it means the Extension is only for 7 years, first year would be covered under the current Ottawa obligation.

- The committee generally agreed on the average running cost of 12500USD per month, but added the inflation cost of 5-10%, living cost and equipment cost should be also considered. The equipment that the program currently has would need to be replaced in a period of time. DAFA, OMAR and HT will work on the equipment cost and inflation cost and will feed back by Wednesday 14th Dec.

#### **Recommendations:**

- The committee will identify the percentage of the reduction rate and the methods used for this purpose and to come up with an actual reduction percentage plus the actual clearance rate;
- Stakeholders to exemplify the physical clearance rate per month in various hazards of different regions this will be reflected in the narrative part of the extension;
- Halo Trust priority classification of 2607 recorded hazards to be matched with OTAWA Ranking System. MACCA will work on this.
- MACCA to calculate the average clearance rate in regional basis considering the data for the last three years;
- Survey teams to be removed from MAPA team matrix to find the actual number of DTs. MACCA will sort it out;
- DDG representative was emphasizing that the 10.000 is a high target rate unless reduction is included, but the rest of the IPs were happy with.

The deadline for the above is Wednesday 14<sup>th</sup> December 2011 to be started out.

#### **The way ahead:**

The Work Plan will be developed by MACCA, DMC and key mine action agencies through the Extension Request Committee that will have meeting discussions on all aspects of the Work Plan. All members of the committee were urged to review the presentations and contribute to the narrative parts and the development of the work plans.

It was also agreed that a meeting should be hold on 4<sup>th</sup> week of Dec with the Director of ANDMA and representative of MoFA. DMC suggests involving Mol and MoD as well. Mr. Qasim Samandari will discuss the issue with Dr. Kakar.

Next meeting of the Extension Request Committee was scheduled at 09:00am on Tuesday 20<sup>th</sup> December 2011 in ATC –Training Compound's conference room, Kabul

#### **Closing:**

The meeting was closed at 11:20am.

## **Minutes of the Afghanistan Mine Ban Treaty Extension Request**

**20 December 2011**

**Location:** ATC conference room

**Date and Time:** 20 December 2011 from 09:00 - 11:30 am

**Participants:** ATC, DAFA, DDG, HT, MCPA, MDC, OMAR, DMC, MACCA Operations.

### **Introduction:**

The aim of this meeting was to finalize the average clearance rate, reduction rate, average monthly team cost, equipment cost and to update the committee on the development of Work Plans as a result of 3<sup>rd</sup> meeting held on 12 Dec 2011 in OMAR HQ.

The overall summary of the meeting are:

### **Opening:**

Mr. Mohammad Wakil MACCA Sr. Planning Officer welcomed the participants and thanked those committee members for their feedback and calculations on costing and clearance rate.

### **Work Plan Progress:**

Mr. Mohammad Wakil, presented the 3<sup>rd</sup> version of the Work Plan and detailed the progress made so far as follows:

- The Work Plan has been updated with the committee inputs of the previous meeting;
- 6 Sections (1, 2, 3, 4, 5 & 9) of the Article 5 narrative part have been completed and sent out to all IPs.
- 3 Sections (8, 10 & 12) will be sent shortly
- Section 17 "Detailed Development of Work Plans" is underway.

### **Decisions Taken:**

- 500 Demining Teams (10-lane structure) would be considered for the Ottawa Work Plan development calculation as the average number of deminers over the past 3 years is above 5000 deminers.
- Productivity rates were agreed as :

- 8000 sqm/month for MF clearance and 195,000 sqm/month for BF surface search by a Manual Demining Teams of 10-lane.
- 35,000 sqm/month for MF clearance by MDG and
- 55,000 sqm/month for MF clearance by Machines.
- 10% Area Reduction is also agreed to be considered.
- 70% Manual Clearance, 20% Dog Clearance & 10% Machine utilization were accepted.

#### **Costing:**

- Costing was discussed in details and agreed with the following breakdowns:
  - 12,500 USD running cost of a 10-lane demining team per month.
  - 5% inflation cost for each year
  - 60% equipment cost (Mine detector & PPE)
  - 2% inflation cost for the new equipment purchase
  - 30% vehicle cost
  - 30% communication equipment (VHF) cost would also considered
  - Cost of explosive was also raised and it was agreed to be analyzed by MACCA Programme department and DAFA.
- Concept of the continuous non-technical survey was presented by Mr. Ziaee from MACCA, which was generally accepted by the committee. This survey would become part of the work plans.

#### **Timeline of the Extension Request**

Extension request timeline is so far calculated for 8 years including the year 1391 (2012) i.e. the extension would be asked for 7 years (1392 – 1398) excluding the year 1391 which is part of the current Ottawa obligation.

#### **The way ahead:**

- IPs will review the “Secure/in-secure” classification of each project and would provide their feedback to MACCA by Thursday. Each region was assigned for one or two IP to review the security information and provide their feedback to MACCA.
- MACCA will work on the proposed percentage of costing and its allocation per year.
- MACCA & DAFA will also work on the requirement of explosive and its cost for the extension period.
- MACCA will present the final draft to the committee in next meeting

#### **Closing:**

Next meeting of the Extension Request Committee will be held at MCPA HQ, the date and time would be set once all comments were consolidated and the Work plan is finalized.

The meeting was closed at 11:30am.



## **Minutes of the Afghanistan Mine Ban Treaty Extension Request**

**04 January 2012**

**Location:** MCPA HQ Conference room

**Date and Time:** 04 Jan 2012 from 09:00 - 11:30 am

**Participants:** ATC, DAFA, DDG, HT, MCPA, MDC, OMAR, DMC, MACCA Operations.

### **Introduction:**

The aim of this meeting was to review the final printed version of the work plans and to come up with a plan for EOD Village by Village and Non-Technical Survey process.

The overall summary of the meeting are:

### **Opening:**

Mr. Mohammad Wakil MACCA Sr. Planning Officer welcomed the participants and thanked MCPA for hosting the meeting.

### **Work Plans Progress:**

Mr. Mohammad Wakil, presented the final version of the Work Plans and detailed the progress made so far as follows:

- The Work Plans has been updated with the committee inputs for the security, agreed clearance rate and costing.
- The costing was calculated and updated as per the decision made during the last meeting held at ATC i.e. Cost of demining equipment 60%, Vehicles cost 30% and VHF cost 30%. The costs were adjusted for the years 2 to 4.
- 1391 Plans which are part of the work plans were reviewed and projects/hazards that cannot be completed in this year are moved to Ottawa Work Plans Year 1, while still there are 88 Sqkm area planned which looks a bit ambitious.

- Final printed version of the work plans are distributed to each committee member and comments were noted.
- EOD Village by Village plan was presented by Mr. Kakar and discussed. Generally the plan was agreed,
- Non-Technical Survey plan was presented by Mr. Mateen and discussed. It was decided that the survey team plan should cover visiting all remaining hazards including 1391 planned hazards.

#### **Decisions Taken:**

- Ottawa Extension request time line & costing were generally accepted by all members and it was decided that:
  - MACCA will work and add explosive cost for the extension period.
  - MACCA will work to set the costing in an order to be in line with the target per year.
  - Non-Technical Survey & EOD VbV Plan to be further developed and incorporated in to the work plan.

#### **The way ahead:**

- IPs will have a final review the “Secure/in-secure” classification of each project and would provide their feedback to MACCA by Thursday 05 Jan.
- It was also raised that whether the Mine Risk Education costing has been considered or not? This issue would be communicated to MACCA CoS to discuss it with GICHD implementation unit.
- It was also decided to present the final version of the work plans to Mr. Dayem Kakar the Head of ANDMA. The presentation would be done by the Committee.

#### **Closing:**

The meeting was closed by Mr. M. Wakil thanking all committee members for their active participation and providing valuable inputs for the development of the work plans over the period of the past two months.

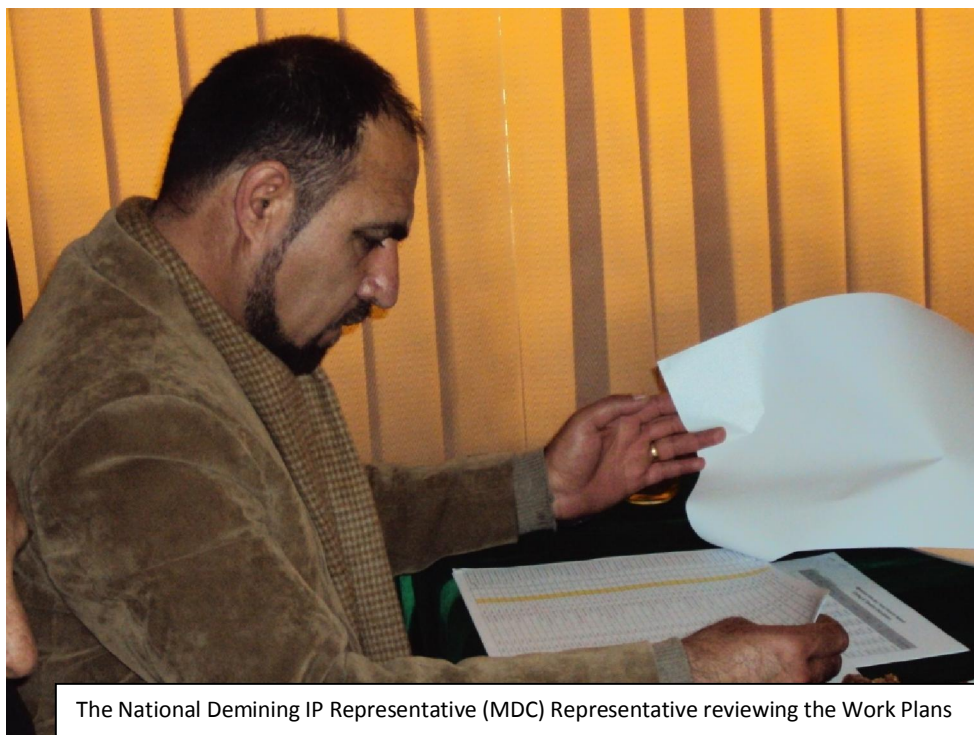
The meeting was closed at 11:30am. Some pictures of the 5<sup>th</sup> meeting follow:



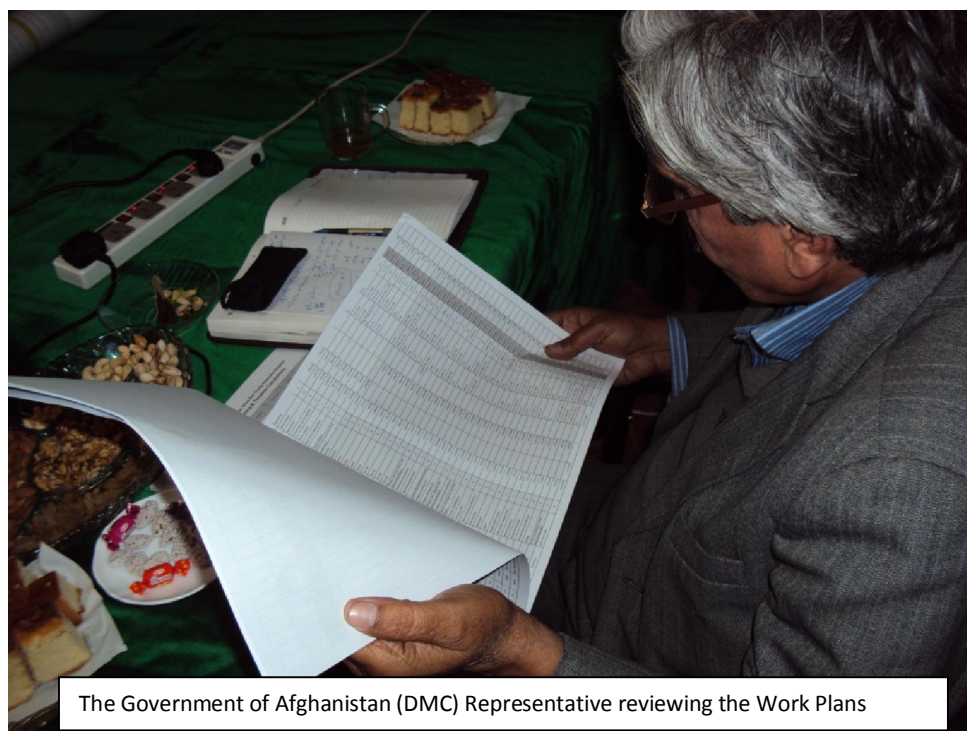
Ottawa Work Plan development Committee –MCPA Kabul 4<sup>th</sup> Jan 2012



The International Demining IP (HT) Representative reviewing the Work Plans



The National Demining IP Representative (MDC) Representative reviewing the Work Plans



The Government of Afghanistan (DMC) Representative reviewing the Work Plans



## **Minutes of the Afghanistan Mine Ban Treaty Extension Request**

15 and 16 January 2012

**Location:** HALO Trust HQ and MACCA Conference room

**Date and Time:** 15 and 16 Jan 2012 from 02:00 - 4:00 pm

**Participants:** ATC, DAFA, HT, MCPA, MDC, OMAR, DDG, DMC, MACCA

The aim of this meeting was.

1. Mechanical clearance types and their applications
2. Review work plan options
3. Mechanical clearance in AT MFs

This meeting followed by a sub-committee meeting on 16<sup>th</sup> Jan at MACCA and the overall summary of the meetings are:

### **Opening:**

Mr. Mohammad Wakil MACCA Sr. Planning Officer welcomed the participants and thanked HT for hosting the meeting.

#### **1. Mechanical application on AT MFs:**

Mr. Nesar Ahmad, HALO Trust Mechanical officer presented the HALO Trust machinery plants and mainly described the AT clearance by applications of different types of machinery, especially the use of the Gill, Ripper and raptor systems as follows:

- The raptor is able to clear 100 sqm per hour in hard ground, 200 sqm per hour in semi soft ground and 300 sqm per hour in very soft ground
- The raptors do not need manual follow up; there was only 10% follow up required in Kohsan where the ground was too sandy.
- The clearance rate of HALO Trust machines are 10,000 sqm in mix MFs and 16,000 sqm per month for AT only with the use of raptor
- The new attachment used with some of the machines for AT clearance was also describe which have almost the same productivity as the raptor.
- The only issue highlighted as a challenge for the use of the raptor is the maintenance of the machine, where the attachments are difficult to find in the country.

The briefing was welcomed by the participants and it was decided that the clearance rate of different machines suitable for AT clearance should be analyzed by Mr. Nesar and present it on the following day 16<sup>th</sup> Jan to the sub-committee at MACCA.

**2. Work plans revised versions.** Mr. Mohammad Wakil MACCA Planning Officer presented the three options of the work plans i.e. the options for seven, eight and nine years extension.

**3. Final decision on clearance rate of mechanical application on AT MFs and different Work Plan options**

The **AVERAGE** clearance rate for machinery application on AT MF agreed as follows.

- 13,000 sqm per month in AP only MFs
- 7,000 sqm per month in AP mixed with AT MFs
- 15,000 sqm per month in BF support
- 30,000 sqm per month Volvo Front End Loaders plus raptor clearance rate in AT MFs

It was also decided that the MACCA team work on the two options i.e. extension request for 8 and 9 years and send it to all committee members for final review and decision.

**Closing:**

The meeting was closed by Mr. M. Wakil thanking all committee members for their active participation and providing valuable inputs for the development of the work plans over the period of the past two months.

## **Minutes of the Afghanistan Mine Ban Treaty Extension Request**

### **Work plan development committee meeting no. 7**

**Location:** MACA conference room

**Date and Time:** 24 Jan 2012 from 09:00 - 11:30 am

**Participants:** ATC, DAFA, DMC, HT, MACCA, MCPA, MDC, OMAR, DDG (absent)

#### **Introduction:**

The aim of this meeting was:

- To review the final plan for non-technical survey/EOD village by village.
- To review the final version of the work plans specifically the clearance rates for demining assets and its clearance percentage.
- To review the final version of the budget per annum and the total budget the extension request.
- Mine Risk Education cost and changes in inflation cost.

The overall summary of the meeting are:

#### **Opening:**

The meeting was opened by Mr. Mohammad Wakil and welcomed the participants and emphasized on the active participation of the review committee as the work plan is scheduled to be presented on 26 January 2012 to the Director of ANDMA, MoFA representative and NGOs directors.

#### **Work Plans Progress:**

The draft plan of non-technical survey and EOD was presented, both survey and EOD search would be performed by the same cross trained teams, in order to save time and cost i.e. instead of sending teams twice to a community.

HALO Trust representative explained their teams' structure and mentioned that their survey teams are cross trained on both survey and EOD, while their EOD teams will require some survey training.

There was a miss-understanding on the process of non-technical survey (NTS). Mr. Ayubi MDC Operations Manager stated that the clearance teams are performing the NTS already. It was cleared by Mr. Wakil that the NTS which will be carried out in two years time (1391 and 1292) would visit all communities in the country and conduct the non-technical survey of the hazards in contaminated communities, while the clearance teams perform the NTS as part of the land release process prior resuming the clearance process.

He added that the NTS teams would also survey the new hazardous areas, fill out the cancellation form if a hazard is found to be cancelled or used by local people, conduct EOD village by village if required and also visit all non-impacted communities, and fill out the survey form for non availability of hazardous areas/ERW and get the assurance/signature of the community/district Shura and authorities.

Mr. Wakil presented the final version of the work plan and explained the clearance rates and percentage of clearance by different type of demining assets in AP, AP/AT mix, AT and BF, which agreed by all committee members. Mr. Calvin HALO Trust representative mentioned that the clearance rates sit for machines are a bit higher than the HALO target rate, while the rest of the committee members reiterate that these clearance rates are achievable and these rates are the average clearance rate across the programme.

#### **Decisions Taken:**

- Nine year extension request and the cost per annum and the total cost were accepted by all committee members.
- Combined survey and EOD structure and process were explained and agreed. It was also decided that these teams would only perform. a. Survey of impacted and non-impacted communities b. Spot ERW destruction, and c. Conduct EOD village by village search. These teams should not be used for the BAC tasks clearance.
- A survey and EOD capacity would be kept in each region till the end of the extension request, beside the teams planned for the two years survey/EOD search i.e. two teams per region for the first two years and increase it to three teams for seven years and then reduce to 12 teams for the whole country in the last year of the extension request.
- The cost of modification and replacement of the mechanical units used in AT MFs shall be added in the budget (i.e. \$3 mln) as the current machines might not last for the extension period.
- Inflation cost was reduced from five to four percent. As five percent accumulation at the last year of the extension period becomes 45%, which was found too high. The committee accepted the reduction to 4%.

#### **Closing:**



The meeting was closed by Mr. M. Wakil, thanking all committee members for their active participation and development of the work plans during the past three months.

The meeting was closed at 11:20am.

## Minutes of the Afghanistan Mine Ban Treaty Extension Request

**Location:** MACCA conference room

**Date and Time:** 14 Feb 2012 from 09:00 - 10:30 am

**Participants:** HT, MCPA, MDC, OMAR, DDG, DMC, MACCA - ATC & DAFA (absent)

The aim of this meeting was to review the final version of the Ottawa work plans after the inclusion of some sites where previously surveyed but not included in to the work plan.

### Opening:

Mr. Mohammad Wakil MACCA Sr. Planning Officer welcomed the participants and thanked for attending the meeting in a very short notice.

Mr. Wakil added that as everyone is aware, during the last revision of the work plan Halo Trust identified that there are around 300+/- sites surveyed prior 22<sup>nd</sup> Nov, which was the cut date for the Ottawa work plan and are not included in to the work plans. The comments were well accepted and it was found that the majorities of these sites were newly surveyed and were on the work bench for analysis and approval. These sites were properly checked and were then entered in to the IMSMA.

Meanwhile MACCA Plans section identified that around 134 tasks previously planned by the implementers for the year 1390 and then removed from their plans were also required to be added in the Ottawa work plan.

The table below illustrates the number and size of the hazards newly included in to the work plan:

	Old version	New version	Difference
Number of Hazards	5,177.0	5,661.0	484.0
Area (sq km)	569.0	616.9	47.9

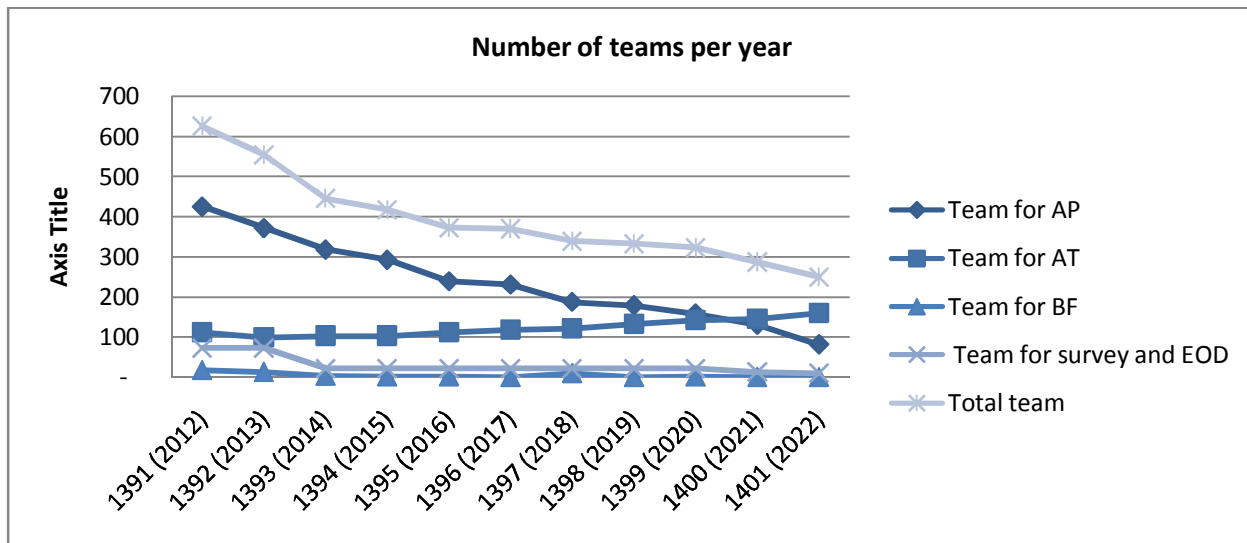
The following parts of the work plan were reviewed by the work plan committee members and everyone was satisfied and agrees.

- 1. Number of projects per region:** Total numbers of projects are 314 projects covering 5,661 hazards with the area size of 616.9 sq km. The projects are shown by regions.

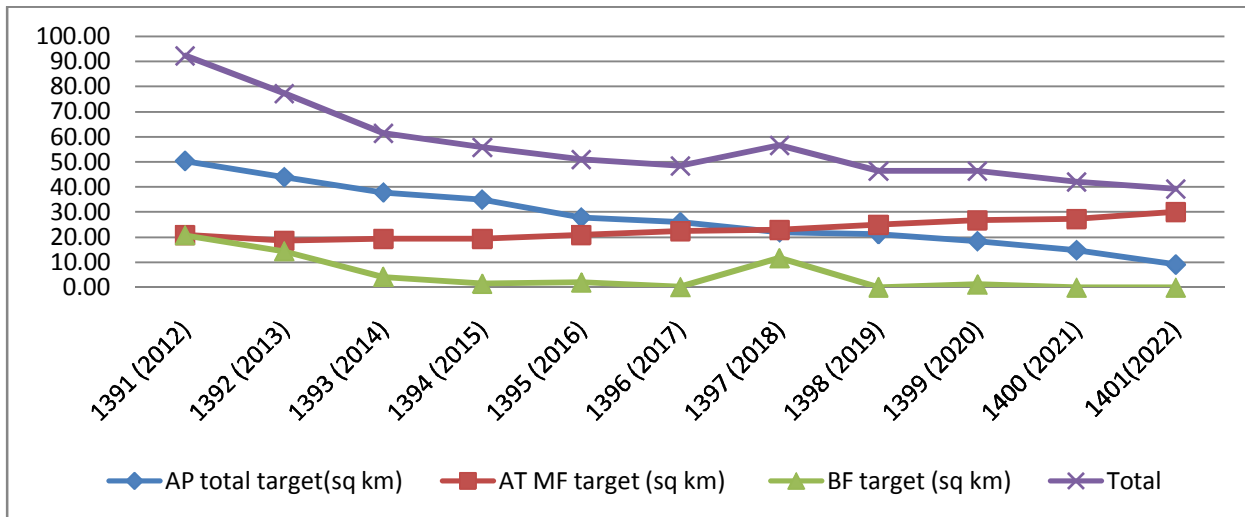
Region	No of Projects	Hazards	AP MF (Sq km)	AT MF (Sq km)	BF (Sq km)	Total Contamination (sq km)
1391 projects		1,137	50,317,209	21,016,850	20,840,594	92,174,653
Center	111	1,943	93,276,453	56,135,861	8,945,784	158,358,098
Eastern	7	124	7,660,432	3,203,952	1,438,810	12,303,194

Northern	26	466	15,694,848	1,349,960	1,474,801	18,519,609
Northeastern	45	865	46,095,372	689,070	5,789,193	52,573,635
Southern	48	349	40,974,574	83,698,873	1,697,612	126,371,059
Southeastern	53	454	19,985,584	41,778,420	1,492,500	63,256,504
Western	24	323	32,747,715	46,089,056	14,594,120	93,430,891
	<b>314</b>	<b>5,661</b>	<b>306,752,187</b>	<b>253,962,042</b>	<b>56,273,414</b>	<b>616,987,643</b>

- 2. Number of teams per year :** The number of teams below represents a mixture of manual, MDD and mechanical demining units, which shows that the number of teams starting from 600 in 1391, will drop to almost 260 teams in 1401.



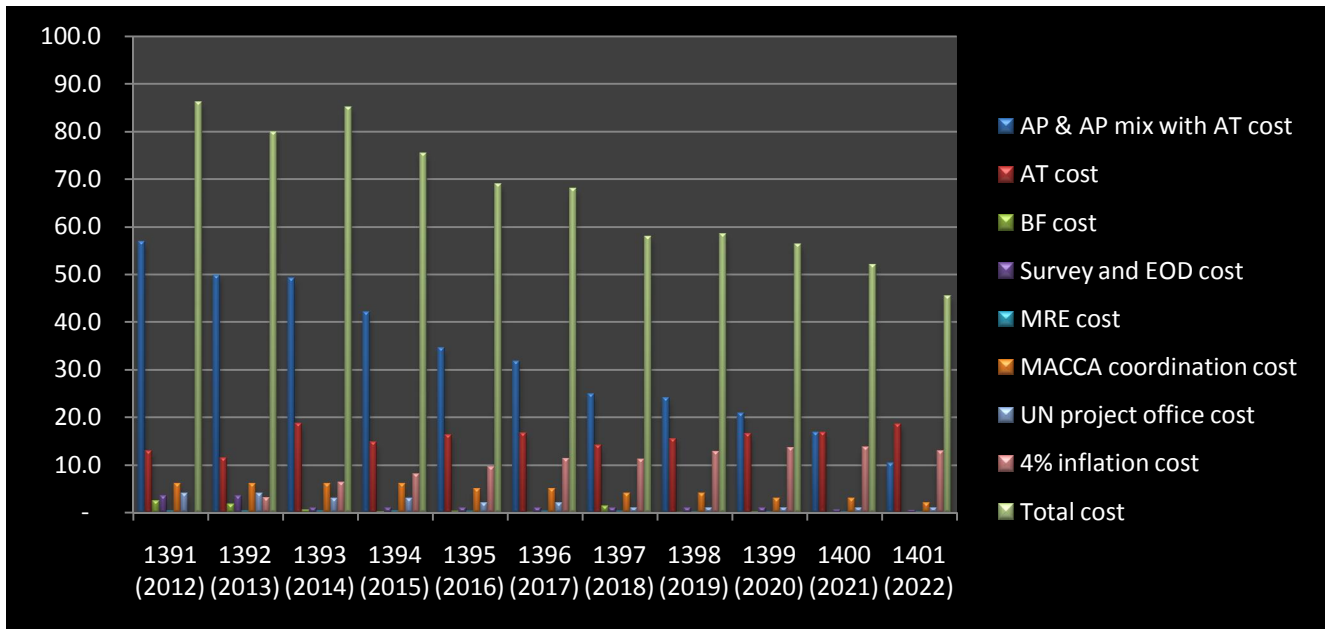
- 3. Clearance target per year:** Represents the clearance target per year, as clearly shown in the graph below, the target for 1392 (first year of the extension request) is 77 sq km and drops to 39 sq km in 1401.



4. **Cost per year:** The table below represents the cost for clearance, survey, inflation and coordination for the period of 11 years. Starting from 86 million dollar in 1391 and down to 45 million dollar in the last year of the extension request.

Year	AP & AP mix with AT cost	AT cost	BF cost	Survey and EOD cost	MRE cost	MACCA coordination cost	UN project office cost	4% inflation cost	Total cost
1391 (2012)	56.9	13.0	2.5	3.5	0.4	6.0	4.0	-	86.2
1392 (2013)	49.7	11.5	1.7	3.5	0.4	6.0	4.0	3.1	79.8
1393 (2014)	49.2	18.7	0.5	1.0	0.4	6.0	3.0	6.3	85.1
1394 (2015)	42.1	14.7	0.2	1.0	0.4	6.0	3.0	8.1	75.4
1395 (2016)	34.6	16.3	0.2	1.0	0.3	5.0	2.0	9.5	68.9
1396 (2017)	31.8	16.6	0.0	1.0	0.3	5.0	2.0	11.3	68.1
1397 (2018)	24.9	14.2	1.4	1.0	0.3	4.0	1.0	11.2	57.9
1398 (2019)	24.1	15.4	0.0	1.0	0.1	4.0	1.0	12.8	58.5
1399 (2020)	20.8	16.6	0.1	1.0	0.1	3.0	1.0	13.7	56.3
1400 (2021)	16.8	16.8		0.6	0.1	3.0	1.0	13.8	52.1
1401 (2022)	10.4	18.5	-	0.4	0.1	2.0	1.0	13.0	45.5
<b>Total</b>	<b>361.3</b>	<b>172.4</b>	<b>6.7</b>	<b>15.0</b>	<b>2.6</b>	<b>50.0</b>	<b>23.0</b>	<b>102.7</b>	<b>733.7</b>

5. **Cost per year “graph”:** The graph below represents the cost per year detailed in the table above.



The meeting was closed with the following PPP slide.

## Do we all in concurrence with the calculations and the work plan?

**And the response from the work plan committee members were all “Yes”.**

### Closing:

The meeting was closed by Mr. M. Wakil thanking all committee members for their active participation and providing valuable inputs for the development of the work plans over the period of the past three months.

## First Review 1391

### Minutes of the Ottawa work plan development Committee meeting

04<sup>th</sup> July 2012

**Location:** MACCA conference room

**Date and Time:** 04 July 2012 from 02:00pm to 03:30pm

**Participants:** ATC, DAFA, DDG, HT, MDC, OMAR & MACCA Operations. (DMC & MCPA absent)

#### **Introduction:**

The aim of this meeting was to discuss the way ahead for the Ottawa extension request work plan first review including the revision and agreement on some of the issues raised by the analyzing group.

The overall summary of the meeting are:

#### **Opening:**

Mr. Mohammad Wakil MACCA chief of staff welcomed the participants and explained the aim of the meeting . He provided the details of the issues to be looked at and reviewed. He also explained the timeline set for the review which was accepted by the committee.

#### **Points for discussion:**

Mohammad Wakil, presented the issues as follows:

1. Review the percentage of application of demining toolbox such as Mechanical, Manual and MDD on AP mix with AT hazards. He stated that in the past the application percentage was differ from the AT only hazards, while in fact both AT only and AT mix with AP are AT contaminated site and should be dealt equally i.e. the same percentage of demining asset application should be applied.
2. Diminishing of target and budget should be consistent across the ten years period, which is in the first draft it is not consistent.
3. Support to the development sector needs some more clarification in the document i.e. how the program deal with the development sector requirement.

4. Twice year review for the first two years of Ottawa document i.e. in June and Dec of each year and then once a year review was presented, which was agreed.
5. Year 1391 to be removed from the calculations.
6. Data Analysis provided by the MACCA MIS should be also considered during the review process.
7. Projects with secure/in-secure classification should be properly reviewed i.e. there are some insecure projects recorded as secure and fall in the first years of the work plan.
8. MFs with Low probability mine to be considered in Ottawa review or ranking as well.
9. Each project should be carefully reviewed in terms of its geographical hazards mix in order to avoid any problems in terms of security or logistics during the implementation phase.

#### **Decisions:**

After open and detailed discussions on each point mentioned above the below decisions were made:

- Asset Application for both AT only and AT mix hazards were agreed to be calculated as follows:
  - Manual 35%,
  - MDD 15%
  - MDU 50%
- The work plan review should be bi-year in first years and later on probably once a year is enough. This review would happen during the month of Jun and Dec of each year.
- The calculation for the current year (1391) should be removed from the current document/calculations and develop the plan and the extension request for 10 years i.e. March 2013 to March 2023.
- Diminishing of target per year should be consistent through the 10 years.

#### **Next step:**

- MACCA Plans Section adjusts/revise all the agreed changes and develops a draft version of work plan.
- Once the draft version is prepared, weekly meetings would be held in order to review and finalize the document.

#### **Closing:**

The meeting was closed at 03:30pm.

## First Review 1391

### Minutes of the Ottawa work plan development Committee meeting

08<sup>th</sup> Aug 2012

**Location:** MCPA conference room

**Date and Time:** 08 Aug 2012 from 10:30am to 12:00pm

**Participants:** ATC, DAFA, DDG, HT, MDC, OMAR, MCPA, DMC & MACCA Operations.

**Introduction:**

The aim of this meeting was to

- Present the Ottawa extension request revised work plan for the deployment committee member.
- Present the summary of the revised chapters 14, 15 and 16 to the development committee members.

The overall summary of the meeting are:

**Opening:**

Mr. Mohammad Wakil MACCA chief of staff welcomed the participants and explained the aim of the meeting.

**Points for discussion:**

Mohammad Wakil presented the issues as follows:

- Ottawa revised work plan was well explained to the committee,
- Cost calculation for each project was explained in detail. The changes brought at this review are that the costing is done for each single project considering the equipment and inflation cost.
- Changes between the old and new version were shared and explained to the committee. Mr. Wakil referred to the decision of the meeting held in July 2012 and briefed the participants on the result of the changes. It was well accepted by all members.
- Explained all the analysis and tables developed for Chapter 17.
- Security analysis shared and explained to committee. It was also requested all participants that they have still the chance for review if they see any project where the security classification is not correct or need revision.



**Decisions:**

After open and detailed discussions on each points mentioned above, the committee agreed on:

- Projects not to be prolonged/ stretched in several areas i.e. districts or provinces as logistical supply & access becomes difficult. Mr. Wakil reiterated that to the best of knowledge of MACCA colleagues this issue has been well taken in to consideration. He asked HALO Trust if they faced any issue with the implementation of the recent Ottawa project that awarded to HT in Baghlan province, where the response was negative and they did not face any challenges.
- Seasonal circumstances should be considered while projects are designed. The seasonal issue would be considered to some extent, but it was agreed that the IPs in future while planning should carefully consider this i.e. plan projects in warm and cold places and manage the operation accordingly.
- All committee members are agreed with the cost calculation of the projects.

**Next step:**

- HT will review the work plan & hazards list and will confirm if it matches their priorities.
- MACCA Plans Section will adjust plan year for all hazards and send the work plan with hazards list to IPs on 09 Aug 2012.
- IPs will review the revised work plan, hazards list and cost calculation and send their feedback to MACCA NLT 13 Aug 2012.

**Closing:**

The meeting was closed at 12:00pm.