

SMESPD Circular Letter No. 04

Date: 17 June 2020

CEO/MDs
All accredited PFIs under Urban Building Safety Project
Head Office, Dhaka.

Dear Sirs,

**Regarding addendum of Operating Guidelines for JICA assisted
Urban Building Safety Project (UBSP, BD-P84)**

Please refer to our SMESPD Circular no. 03/2016 dated 25 September 2016, the Operating Guidelines of UBSP project attached with the circular and SMESPD Circular Letter no. 03/2018 dated 07 November 2018. With the aim of extending financial support for safe working environment of RMG sector and smooth implementation of the project necessary amendments in the Operating Guidelines has been made. Details are explained below:

1. In the Operating Guideline Eligible Project Area is mentioned in **Introduction 1st paragraph (Page 10), Clause 1.1.Objective of the Project (Page 12), Clause 2.1.3.Eligible Geographical Location (Page 19), ANNEX VI: Terms and Conditions of Sub-loans (Page 71)** as “Dhaka District, Gazipur District, Narayanganj District and Chittagong City” which will be replaced as “Dhaka District, Gazipur District, Narayanganj District and Chattogram District” from now on.
2. **Annex XIII:** Application form for Financing under Urban Building Safety Project (UBSP) funded by JICA has few modifications. The modified form in attachment is applicable instead of previous one from now on.

Sincerely Yours,



Md. Sharafat Ullah Khan
Project Director & Deputy General Manager
Phone: 9530331

Attachment: As mentioned above

Application for financing under Urban Building Safety Project (UBSP)
funded by JICA

Please affix First
Owner's PP size
Photograph

A. Organization Information

1. Name of the Organization/Company:
2. Status of the company:
 Proprietorship Partnership Joint Venture Private Limited
3. Year of Establishment:
4. Main Products:
5. Main Clients:
6. Name of CEO:
7. Share Holders/ Directors:

SL No.	Name of Share Holders	Designation	% of Share
1			
2			
3			
4			
5			
6			

B. Factory/Building Information

1. Name of the Factory:
 a) Name of the Building (Applied for):
 b) Purpose of Loan:
 Retrofitting Rebuilding Relocation Fire Safety New Construction
 c) Total Seeking Amount of Loan:
 (In Words):
2. BGMEA/BKMEA/BGAPMEA Membership No:
3. Address:

 Tel. No (Office): (Residence):
 Fax: Cell No: E-mail:
4. Contact person: Cell No:
5. Availability of drawings and documents (as attachment):
 Approved Plan Architectural Design Soil Test Report
 Structural Design Electrical Design Fire Safety Design
6. Name and address of Design Organization:
 a) Architectural:
 b) Structural:
 c) Electrical:
 d) Fire Safety:

7. Name and address of Soil Testing Firm:
..... IEB No:
8. Name of Designer:
- a) Architectural: IAB No:
- b) Structural: IEB No:
- c) Electrical: IEB No:
- d) Fire Safety: IAB & IEB No:
- (Note: Resume of Structural Designer must be attached mentioning detail work experience)*
9. Name and address of construction firm (if applicable):
.....
10. Name of Supervising Engineer (if applicable): IEB No:
11. Test Results of Materials during Construction (as attachment) (if applicable):
- Concrete Re-bar Others
12. Plan approved by (Name of the Authority):
Memo No: Date:
13. Approved for: storied; Construction completed (up to): floor
14. Floor Area (as per approved drawing):
- a) Per Floor: sqft b) Total: sqft
15. Type of Building:
- RCC frame structure Brick wall/ foundation Steel structure
16. Ownership: Self-Owned Rental
17. Number of Workers: a) Male: b) Female:
18. Compliance Certificates from:
- a) b)
- c) d)
19. Other Attachment (if any):
- a) b)
- c) d)
- e) f)

I hereby certify the correctness of figures/data/information and documents furnished here in/herewith.
I also hereby undertake to furnish further particulars as may be required by the Authority and abide by
the rules, regulations and instructions issued by PWD-PIU and BB-PIU of Urban Building Safety
Project (UBSP).

Management reserves the right to sanction/ reject the loan based on assessment.

Signature of the Applicant: _____

Date: