

Resettlement Planning Document

Resettlement Framework
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INO: Rural Infrastructure Support to the PNPM Mandiri Project II

Prepared by the Ministry of Public Works.

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**LAND ACQUISITION AND RESETTLEMENT
FRAMEWORK**

ABBREVIATIONS

ADB	–	Asian Development Bank
AP	–	affected person
CDD	–	community-driven development
CIO	–	community implementation organization
CSP	–	country strategy and program
DGHS	–	Directorate General of Human Settlements
DMS	–	detailed measurement survey
GRS	–	grievance and redress committee
IP	–	indigenous people
KDP	–	Kecamatan Development Program
LARF	–	land acquisition and resettlement framework
LKM	–	Lembaga Keswadayaan Masyarakat (community implementation organization)
M&E	–	monitoring and evaluation
MDG	–	millennium development goal
NGO	–	nongovernment organization
OM	–	operations manual
O&M	–	operation and maintenance
PIU	–	project implementation unit
PJM Pronangkis	–	village medium-term development plan
PNPM Mandiri	–	Program Nasional Pemberdayaan Masyarakat Mandiri (National Program for Community Empowerment)
RIS PNPM Mandiri Project	–	Rural Infrastructure Support for PNPM Mandiri Project
RP	–	resettlement plan

LAND ACQUISITION AND RESETTLEMENT FRAMEWORK

A. Project Background and Description

1. Rural Infrastructure Support for PNPM Mandiri Project II (the Project) will support the Government's ongoing flagship poverty reduction program—the National Program for Community Empowerment (PNPM Mandiri). The objective of this large program is poverty reduction by promoting community participation in development planning and management and delivery of basic services, including infrastructure. The PNPM Mandiri design has been formulated with assistance of the Decentralization Support Facility established by the major donors, and incorporates lessons from all recent community-driven development (CDD) projects and programs in the country. The design provides comprehensive community facilitation in planning and implementation, utilizes simple and transparent funds flow mechanisms, and puts emphasis on operation and maintenance (O&M) of completed works.

2. PNPM Mandiri will deliver the infrastructure critically needed in the country, through directly engaging communities, thus avoiding risk of insufficient capacity at local government level to deliver public services. It will, however, give special attention to building capacities of communities and local governments to ensure the sustainability of investments. PNPM Mandiri is expected to be implemented at least until 2015, the timing target for the achievement of millennium development goals (MDGs). The program has two tiers: core program (*PNPM-Inti*) and support program (*PNPM Penguatan*). The core program provides support for the community empowerment, establishes and strengthens community-based implementation organizations (CIOs) or *Lembaga Keswadayaan Masyarakat* (LKM) and builds communities' capacity to identify their needs and prepare village medium-term poverty reduction plans or *PJM Pronangkis*, and implement project activities through provision of initial grants. The support program delivers specific services through sectoral programs (e.g., agriculture, health, education, microfinance, etc.) utilizing the established CIO structures. The Project will support the implementation of the core PNPM Mandiri.

3. PNPM Mandiri adopts a highly successful CDD approach, distinguishing feature of which is community control of resources, backed by direct channeling of funds to community groups or members. In CDD programs, communities are active participants who prioritize their development needs and compete for resources by preparing proposals. CDD, when properly implemented, is more developmentally effective than other approaches. Transparency in decision making and procurement, and the threat of audits have demonstrably reduced corruption and leakage. The bottom-up planning process of CDD presents more opportunities for women and the poor to participate effectively in community and local governance processes. Evidence also indicates that CDD is likely to offer better performance in cost recovery and the O&M of the selected infrastructure and services due to a strong sense of ownership of the community members.

4. By adopting the design, funding modality, and implementation structure of the PNPM Mandiri, the Project will be fully consistent with the Government's own development program and strategies. This will ensure strong ownership and greatly improve the prospects of achieving the common goals of improved service delivery, MDGs targets, and poverty reduction. The design of rural infrastructure improvement under the Project will be based on detailed guidelines prepared for the PNPM Mandiri.

Also, rather than creating parallel structures, the implementation arrangements established for the PNPM Mandiri will be used under the Project. The PNPM Mandiri Oversight Body will ensure harmonization of all donor-financed parts of the program.

5. The anticipated impact of the Project is improved socioeconomic conditions of the rural communities in the project area, which is in line with the overall objective of the PNPM Mandiri. The Project's expected outcome is improved access of the poor and near poor in rural areas in the participating provinces to basic rural infrastructure. The Project incorporates lessons from very successful implementation of the ongoing Rural Infrastructure Support for PNPM Mandiri Project (RIS PNPM Project).

6. The Project will implement a geographic slice of PNPM Mandiri and cover about 2,000 rural less developed villages in 215 kecamatans in four provinces in Western Indonesia (Jambi, Lampung, Riau, and South Sumatra provinces).

7. The Project will follow the existing PNPM Mandiri design and improve the RIS PNPM Mandiri Project design, providing more support for community empowerment. The Project comprises of three outputs:

- (i) **Output 1: Strengthened Capacity for Community Planning and Development.** This output seeks to empower communities and strengthen their capacity to prioritize, design, implement, and monitor community interventions. The output will provide assistance in conducting community mobilization and facilitation at the village level, including poverty mapping, identification of problems and needs, evaluation of community implementation capacity, and development of planning mechanisms and decision-making processes; providing capacity building to community implementing organizations (CIOs); helping communities formulate village plans and related annual investment plans for funding by block grants; providing technical guidance during the implementation of activities identified in the village plans; and helping communities formulate and implement O&M plans to ensure sustainability of completed facilities.
- (ii) **Output 2: Improved Village Services and Infrastructure through Community Development Grants.** This output will provide block grants to villages to support investments and meet their local needs as identified in their village plans and annual investment plans. Consistent with the PNPM Mandiri guidelines, investment opportunities for communities will be open except for a short negative list of activities prohibited by the Government of Indonesia (GOI) or Asian Development Bank (ADB) policies. Experience from PNPM-Mandiri shows that the most common community investments include feeder roads, water supply, sanitation, schools, health centers, community centers and electricity. The design and implementation of community-selected investments will be based on the detailed guidelines prepared for the PNPM Mandiri Program. As in the ongoing RIS-PNPM project, the block grants will be transferred directly to community bank accounts specifically opened for the project and managed by the CIOs.
- (iii) **Output 3: Improved Capacity for Project Implementation and Monitoring and Evaluation.** This output supports project management and implementation support at national, provincial and district levels, including

monitoring and evaluation. Technical, management and capacity development support will be provided to project coordination and monitoring unit (PCMU) and project implementation units (PIUs) throughout the implementation period in areas such as project planning, management and coordination; preparation of feasibility studies and procurement packages; design and construction supervision; contract management; financial management and accounting; and institutional and human resources development. Monitoring and evaluation support will include the design and implementation of a high quality impact evaluation, possibly implemented in collaboration with the World Bank-financed PNPM in Rural Areas.

8. Due to the CDD nature of the process, whereby the project activities will directly benefit communities and involve community decision-making and management, safeguards will be built into the community decision-making process to deal with issues as they arise. The Project will require limited land acquisition for these very small community facilities and will not involve any resettlement of people, relocation of houses, or significant impact upon productive land or other productive assets.¹ Based on the existing PNPM subproject activities the land required for the subproject activities has usually been less than 500m² for each subproject, affecting less than 5 households each. The minimal land acquisition will be mainly through voluntary contribution by project beneficiaries. This land acquisition and resettlement framework (LARF) will be embedded in the Project's operational manuals.

B. Policy Framework and Entitlements

9. **Purpose of the Land Acquisition and Resettlement Framework.** This LARF is to be used as a guideline for any land acquisition activity under the Project, including land acquisition assessment and preparation and implementation of resettlement plans (RPs) for land acquisition and possible voluntary donation for the small community-level infrastructure subprojects. In line with the Project's CDD approach, the provision of small amounts of land for any new infrastructure would be based mainly on voluntary rather than involuntary basis. Since the small-scale infrastructure will directly benefit the communities and involve community decision making and management, safeguards will be built into the community decision-making process to deal with any losses that arise. Land for new infrastructure will be provided either in the form of donation from community members or with land exchange or compensation at replacement cost depending on the results of discussion and dialogue within the communities themselves.

10. **Policy Framework.** This LARF reflects ADB's policies on Involuntary Resettlement (1995) and Operations Manual (OM) F2 (2006), Indigenous Peoples (1998), Gender and Development (1998), Accountability (2004) and Government regulations and guidelines for the implementation of the Project. The provisions and principles adopted in this framework and subsequent plans prepared will supersede the provisions of the relevant Government decrees and regulations currently in force in Indonesia wherever a gap exists.

11. **Basic Principles** include the following:

¹ OM F2/BP para 5 footnote 12 defines significant impact as physical displacement and/or loss of 10% or more of productive assets.

- a. Acquisition of land and other assets shall be avoided and minimized as much as possible by identifying possible alternative project designs, and appropriate social, economic, operational, and engineering solutions that have the least impact on populations in the project area.
- b. All affected persons (APs) shall be equally eligible for compensation and rehabilitation assistance, irrespective of tenure status, social or economic standing, and any such factors that may discriminate against achieving the objectives outlined above. Neither lack of legal rights to the assets lost or adversely affected, or tenure status or social or economic status will bar the AP from entitlements to such compensation and rehabilitation measures. Non-titled APs or those who have no recognizable rights or claims to the land that they are occupying, (e.g. informal dwellers/squatters), are entitled to compensation for non-land assets and various options of assistance, provided they cultivated/occupied the land before the eligibility cut-off date.
- c. APs shall be fully consulted and the preparation of RPs and their implementation shall be carried out with the full participation of APs. The comments and suggestions of APs and communities will be taken into account during the design and implementation phases of land acquisition and resettlement activities.
- d. APs that are physically displaced from housing and/or lose 10% or more of productive land, assets or income are considered to be severely affected, although, no such impact is expected from this project. However, in the event that there might be a significant impact upon any APs, in addition to compensation for lost assets at replacement cost, the Project will provide appropriate rehabilitation measures to assist these APs to restore their pre-project living standards, incomes, and productive capacity.
- e. All APs will be entitled to compensation for all losses at replacement cost. If the project communities or individuals decide to make voluntary contribution of the affected land for the project activities, this shall be acceptable only if the following safeguards are in place:²
 - (i) Full consultations with the land owners and any non-titled affected people on site selection.
 - (ii) Ensuring that voluntary donations do not severely affect the living standards of affected people, and are linked directly to benefits for the affected people, with community sanctioned measures to replace any losses that are agreed to through verbal and written record by the affected people.
 - (iii) Any voluntary “donation” will be confirmed through verbal and written record and verified by an independent third party such as a designated non government organization or legal authority.
 - (iv) Having adequate grievance redress mechanism in place.
 - (v) These safeguards must be built into the community decision making process and included in the project implementation guideline to be followed by project consultants and facilitators and shared with the project community members.

² OM F2/OP, para 5, footnote 6.

- f. Special measures shall be incorporated into subproject RPs and complementary mitigation and enhancement activities to protect socially and economically vulnerable groups that may be at high risk of impoverishment, such as those without legal title to land or other assets, ethnic minority peoples, households headed by women, children, the disabled or elderly, and the poorest people.³ Appropriate assistance through asset building strategies will be provided to help them improve their socio-economic status.⁴
- g. There shall be effective mechanisms for hearing and resolving grievances during the preparation and implementation of RPs.
- h. Details of the RPs shall be disclosed to APs and any interested groups through public meetings and in the form of summary RPs or information booklets and leaflets in a language that can be understood by the APs and in an accessible place (such as project and commune offices).
- i. Appropriate reporting and monitoring and evaluation (M&E) mechanisms shall be identified and set in place as part of the resettlement management system.

12. **Entitlement Matrix.** The entitlement matrix in Annex 1 summarizes the main types of losses and the corresponding nature and scope of entitlement.

13. **Ethnic Minorities, Vulnerable Groups, and Gender.** A social and gender analysis will be carried out in each project village to identify special needs of indigenous peoples (IPs) and other disadvantaged groups such as landless, poor, women-headed households, elderly and disabled that should be addressed during implementation.

C. Eligibility Criteria and Requirement

14. An AP as defined by ADB's Policy on Involuntary Resettlement is "any people, households, firms or private institutions who, on account of changes that result from the project will have their (i) standard of living adversely affected, (ii) right, title, or interest in any house, land, water resources or any other moveable or fixed assets affected; and/or (iii) business, place of work or residence, or habitat adversely affected, with or without replacement".⁵ These APs are protected by ADB's social safeguards policies and entitled to particular conditions and benefits from the project, and the absence of formal legal title to land is not a bar to ADB policy entitlements. With the CDD approach, the project communities will decide on the type of activity to be implemented in their area. The project APs are most likely the members of the project's community and could also be part of the project beneficiaries. However, assurance for project compliance to ADB Policy has to be in place. Only project beneficiaries will be eligible to voluntarily contribute their land in exchange for direct project benefits.

³ Poor households are those whose income levels are below the respective provincial poverty line of the current year as recorded by the Statistical Office (BPS) or as identified by the community themselves.

⁴ OM F2/BP para 4; OM F2/OP, para 16

⁵ OM F2/BP, para 2, footnote 3.

15. The Project's resettlement framework requires that
- (i) no AP categorized as poor households⁶ or vulnerable households as identified through social assessment are allowed to donate their land or other economic assets for the project activity;
 - (ii) no AP categorized as poor or vulnerable households will be negatively affected directly or indirectly by any project activity;
 - (iii) when the required land is voluntarily donated or acquired through other agreement as decided by the community, detailed social and economic background and project impact to the APs must be carefully recorded and reported;
 - (iv) all requirements for complying with ADB's Involuntary Resettlement policy as stated in para. 13 (e) above must be followed and recorded;
 - (v) all the required information must be provided in the short RP required as part of the subproject document prepared by the community.
 - (vi) the prepared RPs must be endorsed to ADB by the CIOs, village apparatus and the PIU/Executing Agency (EA), approved by ADB, disclosed to the APs and uploaded on ADB's website before it can be implemented; and
 - (vii) prior to endorsement to ADB, the village proposal RP will be reviewed by special committee accountable to ADB and the Government.

16. **Procedure for Formulation of Short RP.** The communities will select and identify the development activity needed in their area through a series of community meetings, discussions and poverty mapping assisted by community facilitators. All village infrastructure proposals will be developed through this process. The community will screen and prioritize the proposals by taking into account numerous factors including project impacts on land acquisition and resettlement as provided in the project's guidelines. The outline for subproject RPs is provided in Annex 2.

17. If, after making all effort to avoid and minimize land acquisition and resettlement, land acquisition is still required for the selected project activity, the project facilitators, supervised by the project social safeguard consultant, will work closely with the community to formulate a RP for the subproject using the following procedures:

- (i) Identify the land acquisition requirements for the project activity and its socio-economic impacts.
- (ii) Conduct stakeholder consultations to look for ways of avoiding or minimizing adverse impact and to identify AP's needs and preferences.
- (iii) Undertake census of APs, inventory and detailed measurement survey (DMS) of affected assets of all APs.
- (iv) Obtain data on the socioeconomic conditions of the APs, to ensure that the AP's living standard will not be severely affected by the acquired assets due to the project activity.
- (v) Undertake the replacement cost survey of the affected assets to inform the APs on the value of the concerned assets.
- (vi) Provide information on village proposal activities and its resettlement impacts to all APs in a form and language that is understandable by them.

⁶ Poor households are those whose income levels are below the respective provincial poverty line of the current year as recorded by the Statistical Office (BPS) and identified by community members as poor households in their own community.

- (vii) After the LAR impacts are identified and replacement costs are calculated, the APs will have choices of (i) full compensation (monetary or non-monetary; if the latter the compensation needs to be again determined through facilitation process); (ii) voluntary donation of the affected assets (the poor and otherwise vulnerable APs will not eligible for this option); or (iii) refuse participation in a transaction. If the APs refuse to participate in a transaction, the village proposal will be dropped and replaced with other proposal.
- (viii) If the APs choose monetary compensation the cost will come from the allocated village grant and the decisions regarding compensation has to be determined through community facilitation process, assisted by the village facilitator. If either party does not agree with the compensation mechanism, the village proposal is rejected and replaced with others.
- (ix) Any “voluntary” donation of affected assets must be confirmed with written record by APs and verified by an assigned independent third party such as a local nongovernment organization (NGO) or legal authority.⁷
- (x) The established CIO, with assistance from the community facilitators, will prepare RP with all information as above and include an implementation schedule, procedures for grievance redress and M&E. Simple and specific formats of RP will be provided by the PIUs to the CIOs to be completed.
- (xi) Disclose the RP to the project’s APs.
- (xii) Submit the RP to independent resettlement committee and ADB for approval prior to implementation. The RP will be uploaded on ADB’s website.
- (xiii) Complete implementation of the approved RP for a village proposal by the CIOs before commencement of any civil works. The community facilitators will ensure satisfactory implementation of the RP prior to commencement of any physical work. Special trainings will be provided to the community facilitators during the recruitment period to enhance their skills and knowledge of ADB safeguards requirements and procedures.

18. **Surveys for RP Preparation.** The DMS of lost assets will collect data on the affected assets from 100% of AP following detailed design of the subproject. The data will include

- (i) total and affected areas of land by type of land assets;
- (ii) total and affected structures by type of structure (main or secondary);
- (iii) legal status of affected land and structure assets, duration of tenure and ownerships;
- (iv) quantity and type of affected crops and trees;
- (v) quantity of other losses (e.g., sharecropping/dwelling access, other productive assets);
- (vi) quantity/area of affected common property and community/public assets by type;
- (vii) summary data on AP households by ethnicity, gender of head of household, household size, primary and secondary sources of household income vis a vis the poverty line; and
- (viii) AP knowledge of the subproject and preferences for compensation, donation or assets exchange based on the community discussion.

⁷ Example of written documentation/ consent form provided in the Annex 3.

19. The procedure of RP formulation and survey activities will be embedded in project activities and guided with project manuals prepared by the project consultants. The CIOs established in each project village will conduct the survey and prepare the RP with assistance from the community facilitators.

D. Institutional Responsibility and Resettlement Related Cost

20. For compliance to ADB's social safeguard policies in the project activities, the Project's EA, the Directorate General of Human Settlements of the Ministry of Public Works, will have the overall coordination and responsibility for the resettlement activities under the Project. The existing PNPM Mandiri Oversight Body will provide policy directives, guidance, monitoring, and managerial oversight. The Oversight Body is chaired by the Coordinating Minister for Social Welfare and comprises the Ministers for the National Development Planning Agency (BAPPENAS), Ministry of Finance, Ministry of Home Affairs, MPW, and Ministry of Social Development. Provincial and district project coordination teams also have multi-agency steering committees formed by the respective governors and district heads (*bupati*). These regional committees have coordination and monitoring functions similar to those of the Oversight Body. Chaired by the head of the regional planning and development agency, they comprise heads of the relevant sector agencies and representatives from local organizations. These PNPM Mandiri steering committees at the district level will review the RPs prepared under the Project and monitor their implementation.

21. The implementation of ADB's Involuntary Resettlement Policy (1995) and resettlement activities in the subprojects will be supported by social safeguard management consultants at national and provincial levels and facilitators at village levels. Community facilitators will be recruited by provincial PIUs. There will be five facilitators to support the facilitation process in about seven villages. Social safeguards and social development/gender specialists will be included in all regional consulting teams. The social development/gender specialists will be employed, among other things, to ensure appropriate implementation of the LARF and the subproject RPs. They will supervise community facilitators and the communities in implementing the project's activities, as well as the implementation of the LARF when required.

22. CIOs will be established with the assistance and support of community facilitators in every village of the project sites. The CIOs will receive support from community facilitators to increase their social awareness and technical capacity for implementing the project activities. With assistance from community facilitators, the CIO will be involved and responsible for both the preparation and implementation of the RPs.

23. ADB project officer for the Project will coordinate with the resident resettlement specialist to provide support to ADB's project team to review and approve subproject RPs. This is due to the large amount of subproject RPs that may need to be reviewed and approved by ADB.

E. Disclosure, Consultation and Grievances

24. Following the Project's CDD approach, any activity requiring new land in the project sites will be prepared and implemented in close consultation with all stakeholders. This would be in line with the consultation procedures as required by ADB

policy. It will involve focus group discussions and community meetings especially with the APs. The CIOs will be responsible for disseminating information on the resettlement activities of the subproject to the APs through verbal communication or written materials that are accessible and in language that is easily understood by the APs. The LARF will be included in the project implementation guidelines to be used by community facilitators and community members.

25. Copies of the RPs will be available in the local government and CIO's offices and will be posted on ADB's and the Project's websites.

26. Any AP will have the right to file complaints and/or queries on any aspects of land acquisition and resettlement activities of the subprojects. The complaint and grievance procedure would follow the existing PNPM project which is a step by step procedure. At the village level, complaint from any APs can be filed to the CIO's members and local government for an immediate solution when possible. If the problem cannot be solved, the CIO's members and local government staff will facilitate the APs to submit their complaints to the Project's grievance and redress committee (GRC) at district level and to provincial/national level if not satisfied. Community facilitators will record the complaint and report to the PIUs. The Project will dedicate a staff at district, provincial and national levels in charge of handling and following up on APs' complaints.

27. The members of the GRC will involve the representatives of vulnerable APs (i.e., women APs, poor APs and minority groups) and other APs and relevant government officials with functional and legal authority. The committee will review grievances involving all resettlement benefits or issues, except for disputes related to ownership. Grievances will be redressed within 2 to 4 weeks from the date of lodging the complaints at the district level and within 8 weeks at the provincial/national levels. If no consensus can be reached, the dispute resolution will follow Presidential Decree No. 36/2005, chapter 17.⁸

28. The APs could also file their complaints on the PNPM Mandiri website that is already available through the internet connection or by written complaint submission to the PNPM Mandiri administrator.

29. Complaint and grievance procedures and guideline will be included in the project implementation guideline to be disseminated by the community facilitators to the affected communities during the facilitation process and project implementation.

F. Monitoring and Evaluation

30. The project M&E mechanism for land and social safeguard issues will be included in the internal M&E report prepared by the EA. One section of the regular internal monitoring report will be dedicated to report and discuss issues related to social safeguards in project activities.

31. The district level PNPM Mandiri multi-stakeholders steering committees will serve as the external monitoring agencies of the Project. The external monitoring activities

⁸ The AP could raise objection/complaint to the district head/mayor or governor in accordance to their respective scopes and authority to change or validate decision made related to the land acquisition/resettlement in project activities.

specifically focusing on this issue will be conducted twice a year during the project implementation period. Monitoring reports will be uploaded on ADB's website.

Annex 1: Project's Entitlement Matrix

Entitled Person	Type & Level of Impact	Compensation Policy	Note
Permanently Affected Land			
Owners of the land	Loss of ownership of the land	<ul style="list-style-type: none"> • Compensation at replacement cost rate, OR • Land replacement/exchange with similar condition • No compensation if owner is eligible and opts to voluntarily donate land in exchange for direct subproject benefits • Severely affected persons (APs) that lose 10% or more of productive land, assets or income, in addition to compensation for lost assets at replacement cost will be provided with appropriate rehabilitation measures to assist these APs to restore their pre-project living standards, incomes, and productive capacity 	In line with the community-driven development (CDD) approach employed in the project, the selected compensation mechanism will depend on the result of community discussions
User of the land	Loss of use of the land	<ul style="list-style-type: none"> • Land replacement/exchange with similar condition • No compensation if land user is eligible and opts to voluntarily give up his/her use, but will benefit directly from the subproject activity • Severely APs that lose 10% or more of productive land, assets or income, will be provided with appropriate rehabilitation measures to assist these APs to restore their pre-project living standards, incomes, and productive capacity 	
Annual/Perennial Crops			
Owners of the crops	Loss of the crops	<ul style="list-style-type: none"> • Compensation at replacement cost rate OR • No compensation if owner is eligible and opts to voluntarily donate the affected crops in exchange for direct subproject benefits OR • Other special arrangement as agreed by the affected people • Severely APs that lose 10% or more of productive assets or income will be provided with appropriate rehabilitation measures to assist these APs to restore their pre-project living standards, incomes, and productive capacity 	In line with the CDD approach, the compensation mechanism will depend on the result of community discussions
Communal Land			
Community members	Loss of communal use of land	<ul style="list-style-type: none"> • Communal land replacement with similar condition/purpose OR • No communal land replacement if the community agrees and opts to provide the land for the sub project activity 	In line with the CDD approach, the compensation mechanism will depend on the result of community discussions

Annex 2: Outline of a Subproject Resettlement Plan

Topic	Contents
Scope of Land Acquisition Requirements and Impacts	<ul style="list-style-type: none"> • Background of subproject activity • Summary of key effects in terms of land acquired, assets lost, numbers of people affected, and affected people's socio-economic background as collected through detailed measurement survey • Describe subproject benefits to the community—and whether all APs are subproject beneficiaries
Objectives, Policy Framework, and Entitlements	<ul style="list-style-type: none"> • The policy and legal framework for project's land acquisition • Eligibility policy and entitlement matrix for all categories of loss
Information Dissemination, Consultation, Participatory Approaches and Disclosure Measures and Results	<ul style="list-style-type: none"> • Identification of subproject stakeholders • Consultations for determining principles • Include measures to ensure that process of voluntary contribution does not disadvantage women, poor/vulnerable households and ethnic minority • Mechanisms for stakeholder participation in planning, management and monitoring and evaluation • Ensure that women are involved in resettlement planning • Role of nongovernment organizations and women's groups to support the APs (if required)
Compensation, Voluntary Contribution and Income Restoration	<ul style="list-style-type: none"> • Describe arrangements for valuing and disbursing compensation • Describe income restoration measures if any required • Describe voluntary contribution process, and validate eligibility conditions and process has been met
Grievance Redress Mechanisms	<ul style="list-style-type: none"> • Mechanisms for resolution of conflicts and appeals procedures
Institutional Framework	<ul style="list-style-type: none"> • Main tasks and responsibilities in planning, managing and monitoring land acquisition
Implementation Schedule	<ul style="list-style-type: none"> • Time bound actions for projected activities showing how APs will be fully compensated or voluntary contributions agreed and signed before they are displaced from their assets.
Monitoring and Evaluation	<ul style="list-style-type: none"> • Arrangements for monitoring and evaluation
Resettlement Budget and Financing	<ul style="list-style-type: none"> • Identify land acquisition and resettlement costs and funding sources
Supporting Documents	<ul style="list-style-type: none"> • Minutes of community meetings on land acquisition mechanism for the subproject • Copies of completed and signed voluntary contribution consent forms

AP = affected person.

Annex 3: Voluntary Contribution Consent Form

Republic of Indonesia

[INSERT NAME] Province
 [INSERT NAME] District
 [INSERT NAME] Kecamatan
 [INSERT NAME] Village

Certificate of Land /Tree/Access [CHOOSE ONE] Transfer

I [INSERT NAME. AGE, NATIONALITY, OCCUPATION], with residence located in [INSERT NAME] village, [INSERT NAME] district, [INSERT NAME] sub district, [INSERT NAME] province,

Certify that I have been previously informed by village local authority of my right to entitle compensation for any loss of assets (land, trees, access and structures) that might caused by the construction of [INSERT SUPRPROJECT ACTIVITY] in [INSERT NAME OF LOCATION], [INSERT NAME] kecamatan, of [INSERT NAME OF DISTRICT AND PROVINCE].

I also confirm that I do not request any compensation of loss of [INSERT THE LOSSES] and would request the local authority to consider this as my contribution to the Project.

Type of Loss	Area (m2)/ trunks	Unit rates	Total	Comment
Land				
Tree/crops				
Structure				
Access				

If there is land exchange/land to land replacement (as agreed from community discussion), add the statement below in the certificate.

I confirm that I voluntarily accept the land/trees/access to use the land/structures [CHOOSE ONE] of [INSERT AMOUNT OF ASSETS] square meters/trunks [CHOOSE ONE] located in [INSERT NAME] village [INSERT NAME] district of [INSERT NAME] province to be provided by the local village authority for compensation.

Therefore, I prepare and sign this certificate as proof of my decision.

[INSERT NAME] Village
 [INSERT DATE]

The owner/user [CHOOSE ONE] of the land/trees/structure [CHOOSE ONE]

[INSERT NAME AND SIGN]

Witnesses:

1. [INSERT NAME]
2. [INSERT NAME]
3. [INSERT NAME]

Certified by the Chief of the Village [INSERT NAME AND SIGN]

Certified by the Project representative [INSERT NAME AND SIGN]

Certified by the local CBO representative [INSERT NAME AND SIGN]