

Resettlement Framework

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CURRENCY EQUIVALENTS

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Currency Unit	=	Tk
Tk1.00	=	\$0.013
\$1.00	=	77.66

ABBREVIATIONS

ADB	–	Asian Development Bank
AP	–	affected person
CTIIP	–	Coastal Towns Infrastructure Improvement Project
DOE	–	Department of Environment
DPHE	–	Department of Public Health Engineering
EMP	–	environmental management plan
FGD	–	focus group discussion
GRC	–	grievance redressal committee
GRM	–	grievance redress mechanism
IPSC	–	interministerial project steering committee
IR	–	involuntary resettlement
Lpcd	–	liters per capita per day
LGED	–	Local Government Engineering Department
NGO	–	nongovernmental organization
OHT	–	overhead tank
PIU	–	project implementation unit
PMU	–	project management unit
PPTA	–	project preparatory technical assistance
PTW	–	production tubewell
ROW	–	right of way
RF	–	resettlement framework
RP	–	resettlement plan
SPS	–	Safeguard Policy Statement
ToR	–	terms of reference
WAPDA	–	water and power development authority

WEIGHTS AND MEASURES

km	–	kilometer
m ²	–	square meter
mm	–	millimeter
m ³	–	micrograms per cubic meter

GLOSSARY OF BANGLADESHI TERMS

<i>crore</i>	–	10 million (= 100 lakh)
<i>ghat</i>	–	landing station for boats, steps providing access to river/canal for bathing etc.
<i>hartal</i>	–	nationwide strike/demonstration called by opposition parties
<i>khal</i>	–	drainage ditch/canal

<i>khas, khash</i>	– land/property belonging to government
<i>Kutchra</i>	– temporary structure e.g made of tin and wood
<i>lakh, lac</i>	– 100,000
<i>madrassa</i>	– islamic school / college
<i>mohalla</i>	– community area
<i>mouza</i>	– government-recognized land area
<i>mouza map</i>	- cadastral map of mouza showing plots and their numbers
<i>parshad</i>	– Councilor
<i>pourashava</i>	– municipality
<i>pucca</i>	– good quality, well built, solid
<i>thana</i>	– police station
<i>upazila</i>	– subdistrict

NOTES{S}

In this report “\$” refers to US dollars.

“TK” refers to Bangladesh Taka.

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I. PROJECT DESCRIPTION

A. Introduction

1. The Coastal Towns Infrastructure Improvement Project (the project) is a key infrastructure initiative of the Government of Bangladesh. The project is located in the coastal area of Bangladesh, and is designed to improve and expand municipal infrastructure and related services in selected pourashavas (municipalities) incorporating climate change resilience measures. The project consists of three components (i) improved climate-resilient municipal infrastructure, (ii) strengthened institutional capacity, governance and awareness, and (iv) project management and administration support. The impact of the project will be improved climate change resilience and natural disaster preparedness in coastal towns. The outcome of the project will be improved access to climate-disaster resilient municipal services, including (i) municipal infrastructure such as drainage, cyclone shelters, urban roads, bridges, culverts, solid waste management, bus terminals, slum improvements, boat landings, and markets, (ii) water supply, and (iii) sanitation. The project is to be implemented in 6 years from 2014 to 2020.

2. A project lending modality is used; the release of project funds to the pourashavas will be administered under a 2-stage process known as Performance Criteria Mechanism, whereby the project pourashavas have to meet certain institutional capacity and governance criteria to receive funding. Infrastructure subprojects are therefore divided between Batch I Stage 1 & 2 funding and Batch II stage 1& 2 funding. Batch I stage 1 covers the pourashavas of Amtali, Galachipa, Mathbaria and Pirojpur, while Batch II covers the pourashavas of Barguna, Daulat Khan, Kalapara and Bhola.

II. OBJECTIVES, POLICY FRAMEWORK AND ENTITLEMENT

3. The LGED does not envisage significant impacts in terms of land acquisition and consequently, involuntary displacement. This Resettlement Framework (RF) is prepared to provide guidance to the LGED, participating Pourashavas and project consultants who will be carrying out the investment program and will need to follow ADB's safeguard policy in event of unanticipated involuntary resettlement impact during project implementation or other project activities identified after the project approval. This RF will also provide guidance for preparing future sub project components in Batch I stage 2 and Batch II activities of Coastal Towns Infrastructure Improvement Project. Where involuntary land acquisition and resettlement is not involved and land donation or negotiated land purchase will be adopted this RF will provide the steps to be taken in order to comply with ADB's SPS, 2009 requirement.

4. As per ADB SPS (2009),¹ this RF does not apply to negotiated settlements where both the government and the people agree to a fair price for land and other assets, unless expropriation would result upon the failure of negotiations. Specific requirements had been set up in this RF to provide steps need to be followed when negotiating land acquisition is used by the Pourashava to acquire the land for project activities.

5. This RF applies to all APs with land status affected permanently or temporarily due to the any project activities, including purchase and temporary use during construction. It also applies to people whose use of state land, sanctioned or not, changes as the result of the investment. The RF does not apply to government land that is transferred from one authority to

¹ See, ADB SPS (2009), Appendix 2, paragraph 25.

another, or is used for the reconstruction, unless third parties are adversely affected by the transfer or use.

B. Policy Framework

6. This framework is prepared based on applicable legal and policy frameworks of the government, namely the Acquisition and Requisition of Immovable Property Ordinance 1982 and its subsequent amendments in 1993 and 1994 (ARIPO), and ADB's Safeguards Policy Statement (SPS), 2009. In case of discrepancy between the policies of ADB and the government, the ADB policy will prevail.

7. The government's ARIPO policy does not cover project-displaced persons without titles or ownership record, such as informal settler/squatters, occupiers, and informal tenants and leaseholders (without documents), and does not provide for replacement value of the property acquired. The ARIPO has no provision for resettlement assistance for restoration of livelihoods of displaced persons, except for legal compensation for land and structures. Further, in most of the cases, the compensation paid does not constitute market or replacement value of the property acquired. Gaps between national law and ADB's SPS were identified, and bridging measures included in the entitlement matrix for the project. ADB's SPS applies to all ADB-financed and/or ADB-administered sovereign projects and their components, regardless of the source of financing, including investment projects funded by a loan, a grant, or other means. The draft resettlement plan represents a single, uniform document agreed upon by both the Government of Bangladesh and ADB to ensure compliance with respective rules and policies.

8. The land acquisition law of Bangladesh, the Acquisition and Requisition of Immovable Property Ordinance (ARIPO) 1982 with subsequent amendments in 1993 and 1994, is followed for acquisition and requisition of properties required for the development project in Bangladesh, which does not match the government's commitment to reduce poverty. There are some gaps between the land acquisition law of Bangladesh and ADB Safeguard Policy Statement (SPS) 2009. Here is the comparative analysis between ARIPO's laws related to land acquisition, compensation, and involuntary resettlement and ADB's requirements as prescribed in the SPS 2009. Table 1 describes the details.

Table 1: Comparison between Government of Bangladesh Laws and ADB Safeguard Policies on Land Acquisition and Resettlement

Sl. No.	ADB's SPS (2009)	Acquisition and Requisition of Immovable Property Ordinance (ARIPO) of 1982	Gaps Between ARIPO and ADB's Policies and Action Taken to Bridge the Gap
1	Involuntary resettlement should be avoided wherever possible.	Not defined in the ARIPO	Like with other donor-funded projects in Bangladesh the approach of avoiding involuntary resettlement has already been taken care of while preparing this project. This will be further practiced during design and implementation.
2	Minimize involuntary resettlement by exploring project and design alternatives	Not so clearly defined in the ARIPO Sections 3 and 18 exempt the acquisition of property used by the public for religious worship, public or educational institutions, graveyards, and cremation grounds.	The resettlement plan clearly defines the procedures on how to minimize the involuntary resettlement through proper alternate engineering design and adequate consultation with stakeholders.
3	Conducting census of displaced persons	The ARIPO spells out that upon approval of the request for land by	The ARIPO does not define the census survey. It only reflects the inventory of losses (IOL),

Sl. No.	ADB's SPS (2009)	Acquisition and Requisition of Immovable Property Ordinance (ARIPO) of 1982	Gaps Between ARIPO and ADB's Policies and Action Taken to Bridge the Gap
	and resettlement planning	the office of the deputy commissioner, its own staff will conduct the physical inventory of assets and properties found on the land. The inventory form consists of the name of person, area of land, the list of assets affected, and the materials used in the construction of the house. The cutOff date is the date of publication of notice that land is subject to acquisition, and that any alteration or improvement thereon will not be considered for compensation.	which is more in physical terms and only includes the names of the owners, etc. The ADB policy spells out a detailed census through household surveys of displaced persons in order to assess the vulnerability and other entitlements. This RP has been prepared based on the data collected through conducting a census, a socioeconomic survey for the displaced persons, and an inventory of losses.
4	Carry out meaningful consultation with displaced persons and ensure their participation in planning, implementation, and monitoring of resettlement program.	Section 3 of the ordinance provides that whenever it appears to the deputy commissioner that any property is needed or is likely to be needed for any public purpose or in the public interest, he will publish a notice at convenient places on or near the property in the prescribed form and manner, stating that the property is proposed for acquisition.	The ARIPO does not directly meet ADB's requirements. This section of the ordinance establishes an indirect form of public consultation. However, it does not provide for public meetings and project disclosure, so stakeholders are not informed about the purpose of land acquisition, its proposed use, or compensation, entitlements, or special assistance measures. The resettlement plan for the project has been prepared following a consultation process which involves all stakeholders (affected persons, government department/line agencies, local community, NGORP, etc.), and the consultation will be a continuous process at all stages of the project development such as project formulation, feasibility study, design, implementation, and post-implementation, including the monitoring phase.
5	Establish grievance redress mechanism.	Section 4 allows the occupant of the land to raise objections in writing. These should be filed with the deputy commissioner within 15 days after the publication. The deputy commissioner will then hear the complaints and prepare a report and record of proceedings within 30 days following expiry of the 15-day period given to affected persons to file their objections.	The Section 4 provision is consistent with ADB's grievance redress requirements. The resettlement plan has a special provision for grievance procedures, which includes formation of a grievance redress committee, appointment of an arbitrator, and publication of the notice of hearings and the scope of proceedings.
6	Improve or at least restore the livelihoods of all displaced persons.	The ARIPO does not address the issues related to income loss, livelihood, or loss of the non-titleholders. This only deals with the compensation for loss of land, structures, buildings, crops and trees, etc. for the legal titleholders.	The resettlement plan for this project keeps the provision for a census survey that will have the data on the loss of income and livelihood, and the same will be compensated as per the entitlement matrix for both physically and economically affected persons.
7	Land-based resettlement strategy	The ARIPO does not address these issues.	The ARIPO does not meet the requirement of ADB. Though this option may be a difficult proposition, given the lack of government land and the difficulties associated with the acquisition of private lands, the resettlement plan proposes land-for-land compensation as

Sl. No.	ADB's SPS (2009)	Acquisition and Requisition of Immovable Property Ordinance (ARIPO) of 1982	Gaps Between ARIPO and ADB's Policies and Action Taken to Bridge the Gap
			its priority, if feasible. Attempt will be made to find alternate land for the loss of land, in case it is available and if it is feasible, looking at the concurrence of host community and land value.
8	All compensation should be based on the principle of replacement cost.	The ARIPO states that the deputy commissioner determines the amount of compensation by considering: (i) the market value of the property based on the average value during the 12 months preceding the publication of notice of acquisition; (ii) the damage to standing crops and trees; (iii) damage by severing such property from the other properties of the person occupying the land; (iv) adverse effects on other properties, immovable or movable, and/or earnings; and (v) the cost of change of place of residence or place of business. The deputy commissioner also awards a sum of 50% on the market value of the property to be acquired.	The ARIPO is largely consistent with ADB policy. However, there are differences in the valuation of land and prices of affected assets, where ADB prescribes the use of current market rates/replacement cost in the project area. The ordinance does not ensure replacement value or restoration of pre-project incomes of the affected persons. The resettlement plan addresses all these issues, and spells out a mechanism to fix the replacement cost by having an independent evaluator (committee) who will be responsible for deciding the replacement costs.
9	Provide relocation assistance to displaced persons.	No mention of relocation assistance to affected persons in ARIPO	The resettlement plan provides for the eligibility and entitlement for relocation of the affected persons, in the form of relocation assistance which includes shifting allowances, right to salvage materials, and additional transitional assistance for the loss of business and employment.
10	Ensure that displaced persons without titles to land or any recognizable legal rights to land are eligible for resettlement assistance and compensation for loss of non-land assets.	The ARIPO does not have this provision.	The ARIPO does not comply with ADB policy. This is a major drawback of the national law/policy compared to that of ADB. The ARIPO only takes into consideration the legal titleholders and ignores the non-titleholders. The resettlement plan ensures compensation and assistance to all affected persons, whether physically displaced or economically displaced, irrespective of their legal status. The end of the census survey will be considered the cut-off date, and affected persons listed before the cut-off date will be eligible for assistance.
11	Disclose the resettlement plan, including documentation of the consultation in an accessible place and a form and language understandable to affected persons and other stakeholders.	The ordinance only ensures the initial notification for the acquisition of a particular property.	The ARIPO does not comply with ADB's SPS-2009 as there is no mention of disclosure of resettlement plan. The SPS ensures that the resettlement plan, along with the necessary eligibility and entitlement, will be disclosed to the affected persons in the local language (Bengali) in the relevant project locations and concerned government offices, and the same resettlement plan will also be disclosed on the executing agency's website and on the website of ADB.
12	Conceive and execute involuntary resettlement as part of a development	The ARIPO has a provision to include all the costs related to land acquisition and compensation of legal property and assets.	The ARIPO partially meets the requirement of ADB, as it only deals with the cost pertaining to land acquisition. The resettlement plan provides eligibility to both titleholders and non-

Sl. No.	ADB's SPS (2009)	Acquisition and Requisition of Immovable Property Ordinance (ARIPO) of 1982	Gaps Between ARIPO and ADB's Policies and Action Taken to Bridge the Gap
	project or program. Include the full costs of resettlement in the presentation of project's costs and benefits.	However, it does not take into account the cost related to other assistance and involuntary resettlement.	titleholders with compensation and various kinds of assistances as part of the resettlement packages, and the entire cost will be part of the project cost.
13	Pay compensation and provide other resettlement entitlements before physical or economic displacement.	The ARIPO has the provision that all the compensation will be paid prior to possession of the acquired land.	The ARIPO meets the requirement of ADB.
14	Monitor and assess resettlement outcomes, and their impacts on the standards of living of displaced persons.	This is not clearly defined in the ARIPO.	The ARIPO does not comply with ADB safeguards policies. The resettlement plan has a detailed provision for a monitoring system within the executing agency. The executing agency will be responsible for proper monitoring of resettlement plan implementation, and the monitoring will be verified by an external expert.

ADB = Asian Development Bank, ARIPO = Acquisition and Requisition of Immovable Property Ordinance 1982, IOL = inventory of losses, NGORP = nongovernment organization implementing the resettlement plan, SPS = Safeguard Policy Statement.

C. ADB's Involuntary Resettlement Policy

9. Basic principles of ADB's SPS where involuntary resettlement is unavoidable are noted as below.

- (i) Involuntary resettlement should be avoided whenever feasible.
- (ii) Where population displacement is unavoidable, it should be minimized.
- (iii) All lost assets acquired or displaced will be compensated based on the principle of replacement cost.
- (iv) Each involuntary resettlement is conceived and executed as part of a development project or program. The displaced persons (DPs) need to be provided with sufficient resources to re-establish their livelihoods and homes with time-bound action plan in synchronization with civil works.
- (v) The DPs are to be fully informed and consulted in details.
- (vi) The absence of a formal title to land is not a bar to entitlements.
- (vii) The Displaced Persons are to be identified and recorded as early as possible to establish their eligibility, through a census, which serves as a cut-off date, and prevents subsequent influx of Encroachers.
- (viii) Particular attention must be paid to Vulnerable Households including those without legal title to land or other assets; households headed by women; the elderly or disabled; and indigenous groups. Assistance must be provided to help them improve their socio-economic status.
- (ix) The full resettlement costs are to be included in the project costs and benefits.

D. Resettlement Framework

10. The Resettlement Framework (RF) prepared for CTIIP is based prepared based on applicable legal and policy frameworks of the government, namely the Acquisition and

Requisition of Immovable Property Ordinance 1982 and its subsequent amendments in 1993 and 1994 (ARIPO), and ADB's Safeguards Policy Statement (SPS), 2009:

- (i) Resettlement impacts of each sub-project will be avoided or minimized, exploring all viable alternative sub-project designs;
- (ii) Where the resettlement impacts are unavoidable, the DPs should be assisted in improving or at least regaining their standard of living;
- (iii) The DPs will be involved in the sub-project preparation planning and implementation and resettlement information will be disclosed to all of them;
- (iv) Vulnerable groups including households headed by women, the elderly or disabled, and indigenous groups and those without legal title to land and property and those living Below Poverty Line (BPL)² will be given special assistance to facilitate them improve their socio-economic status;
- (v) The absence of formal title to land is not a bar to policy entitlements.
- (vi) Compensation for all lost assets acquired or affected is based on the principle of replacement cost;
- (vii) Restoration of livelihoods and residences of the DPs will be assisted with adequate resources with time bound action plan in coordination with Civil works;
- (viii) DPs are to be assisted to integrate economically and socially into host communities where physical displacement takes place, so that adverse impacts on the host communities are minimized and social harmony are promoted.
- (ix) Opportunities for negotiated land purchase will be explored. In such cases of negotiated settlement and land donation participating Pourashava will engage an Independent third party for supervising and validating these procedures as per ADB policy of Safeguard requirement 2 of SPS, paragraph 25.
- (x) All payments including compensation for loss of land, assets, structures, trees, income common properties will be made prior to physical or economic displacement and commencement of civil construction work.

11. Sub-projects to which the Framework will be applied would broadly have four types of resettlement impacts that will require mitigation measures. The types of impacts are (i) loss of assets, including land, houses/shelters and other assets attached to it; (ii) loss of standing crops and trees; (iii) loss of livelihood or future income opportunities; and (iv) loss of common property resources and loss of access or limited access to such resources.

12. Every effort would be made during sub-project design and preparation to minimize acquisition of land and other assets and to reduce adverse resettlement impacts. The structures/assets falling outside the project working zone would be left undisturbed as far as possible.

E. Negotiated Settlement

13. In line with ADB SPS 2009 (Safeguards Requirements 2), the project resettlement framework does not apply to negotiated settlements. The policy encourages acquisition of land and other assets through a negotiated settlement wherever possible, based on meaningful consultation with affected persons, including those without title to assets. A negotiated settlement will offer adequate and fair price for land and other assets. Also, in case of negotiated settlement, an independent external party will be engaged by the implementing

² In the absence of both national and regional benchmark of below poverty level (BPL) households, this project uses the upper poverty line at Tk 1870.6/capita/month to determine vulnerable households. This is calculated from 2010 upper poverty line as determined by Bangladesh Bureau of Statistic with inflation rate added.

agency to document the negotiation and settlement processes. The principles of the resettlement framework with regard to meaningful consultation processes, mechanisms for calculating the replacement costs of land and other assets affected, and record-keeping requirements will be followed during the negotiated settlement. An external independent entity will supervise and document the consultation process and validate the process of negotiated settlement as per legal requirement. Verification will also be provided by the external party that nobody will be impoverished and/or coercively displaced tenants/users of the land.

14. The steps to be followed and measures to be taken by the pourashavas for negotiated settlement according to ADB's SPS (2009), Safeguard Requirement 2, are as follows:

- (i) **Step 1:** Pourashava will start identifying required land portions for proposed infrastructure, preferably a suitable government-owned plot. If such land is not available, identification of private land owned by individuals, families, or organizations willing to sell that piece of land will be carried out, and preliminary negotiation started with the legal titleholders. Pourashava will also search for the land title, if there are any legal or other critical issues involved (such as, jointly owned land, land under legal dispute, etc).
- (ii) **Step 2:** If legal title is clear, a detailed measurement survey (DMS) survey of the land parcel proposed for negotiation will be conducted by government surveyor, supervised by pourashava engineer, and monitored by the project management unit (PMU), or, local staff of LGED, in the event that the PMU is not yet set up. The survey will cover detailed measurement of the land parcel and inventory and status/condition of all other assets on the land e.g. trees, irrigation infrastructure etc.
- (iii) **Step 3:** The valuation committee will arrive at the current value of the land and structures or assets, if any based on the market price. This process helps define the amount that can be offered to the landowner.
- (iv) **Step 4:** Negotiated settlement process will start between the willing landowners and other partners (in case of joint ownership) and the pourashava to arrive at a consensus. During negotiation, the requirements, the purpose for which the land is sought, provisions under Government of Bangladesh policy (ARIPO) and ADB policy will be explained to the landowner. Prior to the negotiation meeting, pourashava will engage an independent third party (preferably from the locality, a senior leader of the community, agency, or NGO/CBO) in consultation with the concerned District Commissioner. The independent third party will keep records of meetings, prepare minutes of meetings, and be prepared to submit these if required. The minutes of all the meetings will be recorded for transparency, and will be sent along with a note on negotiated land price to the PMU. The independent third party should ensure balanced information is provided to both parties on the value of the affected land and assets. An agreement stating intent to sell/purchase will be entered into by pourashava and landowner.
- (v) **Step 5:** If negotiated price for sale of land is not accepted by the land owner(s) or fails to lead to an agreement within 2 months from date of initiation of negotiation, the pourashava will seek at least two alternative plot(s) of land and follow the steps / process described above. In the event that negotiations for these fail in the subsequent 2 months as well, pourashava will adopt the involuntary land acquisition approach/route, which will require resettlement plan preparation/updation.

F. Land Donation

15. The steps to be followed and measures to be taken by the pourashavas for negotiated settlement according to ADB's SPS, Safeguard Requirement 2, are as follows:

- (i) **Step 1:** The pourashava will also be open to the possibility of land donation from the interested person/community. The land requirement will be explained to the interested donor(s). ADB's SPS social safeguard 2 requirement will also be explained to the people willing to donate land. An Independent third party will be engaged in case of land donation. The donated land must not bring any significant impact/impoverishment to the donor(s) and/or displace tenants. This will be confirmed by the assessment from third independent party.
- (ii) **Step 2:** After donation of land is decided by the donor(s) the pourashava will initiate formalization of land donation by issuing one letter to the willing donor(s) with details of public purpose for which land is required and the donor(s) will reciprocate by responding to the intent of donation for the said specific purpose. Then the pourashava will take necessary legal steps to formalizing the donation of land.
- (iii) **Step 3:** The Deed of Gift will be registered in the name of the pourashava and all necessary fees, stamp duties will be borne by the pourashava. Henceforth the land ownership will be transferred to the pourashava and the land record will be revised / amended with Record of Rights showing the changed ownership.

16. If negotiated land purchase or land donation exercise does not yield positive result, it may trigger application of ADB policy on involuntary resettlement and application of ADB SPS (2009) safeguard requirement 2 will be invoked. Preparation of Resettlement Plan as per ADB policy mentioned in the SPS (2009) will be required and this Resettlement Framework will be followed for preparation of RP. CTIIP PMU will instruct Detailed Design Consultant to start the process of RP preparation once detailed measurement survey is complete (Appendix 3 and 4 provide sample forms for inventory of loss surveys and business surveys). A land acquisition process will be initiated by the pourashava once land requirement is finalized and the potential APs are properly intimated and consulted.

G. Eligibility Status of the Displaced Person (DP)

17. According to ADB's safeguard requirement described in SPS displaced persons that are eligible for compensation, assistance and benefits. They are:

- (i) Persons who lost land / assets in entirety or in part having formal legal title over land;
- (ii) persons who lost the land they occupy in its entirety or in part who have no formal legal rights to such land, but who have claims to such lands that are recognized or recognizable under national laws (such as customary right over land by tribal people)
- (iii) Persons occupying land over which they neither have legal title, nor have claims recognized or recognizable under national law.
- (iv) Vulnerable households defined as poor households below the poverty line (BPL) as determined by the state, female headed households, indigenous/ tribal people/ adivasi, as determined by the Government of Bangladesh.

18. ADB's IR policy applies to all types of displaced persons mentioned above. Adequate and appropriate compensation for land and structures at replacement cost will be provided to (i) the persons having legal title over land and (ii) those without legal title but with claims

recognized under national laws, (iii) those occupying land without legal title or claim recognized under national laws will be compensated for loss of structures/other assets except land. The displaced people under category (iii) are eligible for compensation and assistance only if they occupy land prior to project cut-off-date

H. Resettlement Plan (RP) Preparation

19. As part of project preparation a screening exercise will be undertaken by pourashava/detailed design consultants using ADB's Screening and Categorization forms for Involuntary Resettlement to assess the potential involuntary and resettlement impacts to the affected population (Appendix 1).

20. As per the ADB's OM Section F1/OP March 2010, (Para 8), screening process categorizes projects by the probable involuntary resettlement impacts. (i) A category 'A' project is when a project/subproject is likely to have significant³ impacts on land acquisition and resettlement (LAR). (ii) Category 'B' Projects if it is likely to have limited impacts on LAR; and (iii) Category 'C' Projects if it is not expected to have impacts on land acquisition and resettlement. For projects with category A and B, resettlement plan (RP) will have to be prepared by the implementing agencies for review and approval by ADB. For the category C project no specific document needs to be prepared.

21. Based on assessment during PPTA for Batch I Stage I proposed investments, the project is not anticipated to involve significant land acquisition or resettlement impacts at this stage and is classified as Category B. IR categorization will need to be confirmed for each subproject during detailed design following finalization of land requirements for proposed facilities, obtaining of no objection certificates and finalization of alignments. All efforts shall be made to minimize adverse impacts and maximize project benefits. RPs will be prepared for each subproject/component guided by this RF and cleared by the Executing Agency/LGED and ADB prior to bidding of civil works.

22. Resettlement plan will be prepared for different components, if required, based on the results of initial survey following preliminary/ detail design. Appendix 2 provides an outline of a resettlement plan. Different activities are required to prepare an RP:

- (i) Survey on the Involuntary Resettlement (IR) impacts after the final detail design of the project sites are finished;
- (ii) Consultation with affected communities;
- (iii) Census and DMS (Detail measurement survey) activities (Appendix 3 and 4 provide sample forms for inventory of loss and business surveys during DMS);
- (iv) Preparation of RP following the ADB SPS requirements.

23. For Batch I, stage 1 activities four draft resettlement plans (RP) are prepared based on the possible land acquisition impacts following the land requirement and IR impacts survey. After the final detailed design (engineering) is finished the draft RPs will be updated and finalized. The final RP will be reviewed and approved by ADB prior to contract award. For Batch I Stage 2 activities, new RPs will be prepared when required for subproject components identified.

³ The involuntary resettlement impacts of an ADB supported project are considered significant if 200 or more persons will experience major impacts which defines as (i) being physically displaced from housing or (ii) losing 10% or more their productive assets (income generating).

24. The resettlement plans will be updated and prepared by the detailed design resettlement consultant and pourashava/project implementation unit and reviewed by project management unit (PMU) safeguard officer, with guidance from project management supervision consultants (PMSC) resettlement expert. The resettlement plan will be brought to the notice of affected persons. The resettlement plan will be prepared in English, with main content translated in local language, and made known to the public (this can include distribution of posters and/or resettlement booklets).

I. Entitlement Matrix

25. The RF has the following specific principles based on government provisions and ADB policy:

- (i) The land acquisition and resettlement impacts on persons displaced by the project would be avoided or minimized as much as possible through alternate design/engineering options.
- (ii) Where the negative impacts are unavoidable, the persons displaced by the project and vulnerable groups will be identified and assisted in improving or regaining their standard of living.
- (iii) Information related to the preparation and implementation of RP will be disclosed to all stakeholders, and people's participation will be ensured in planning and implementation. The RP will be disclosed to the DPs in local language.
- (iv) The displaced persons who do not own land or other properties, but have economic interests or lose their livelihoods, will be assisted as per the broad principles described in the entitlement matrix of this document.
- (v) Before starting civil works, compensation and resettlement and rehabilitation (R&R) assistance will be paid in full in accordance with the provisions described in this document.
- (vi) An entitlement matrix for different categories of people displaced by the project has been prepared. People moving into the project area after the cut-off date will not be entitled to any assistance.
- (vii) For non-titleholders such as informal settlers/squatters and encroachers, the date of completion of survey during detailed design will be the cut-off date, which will be declared by the EA.
- (viii) Appropriate grievance redress mechanisms will be established to ensure speedy resolution of disputes.
- (ix) All activities related to resettlement planning, implementation, and monitoring will ensure the involvement of women and other vulnerable groups.
- (x) Consultations with the APs will continue during the implementation of resettlement and rehabilitation works.
- (xi) There should be a clause in the contract agreement that the construction contractor will compensate any loss or damage in connection with collection and transportation of borrow materials.

26. The Entitlement Matrix provides guidance for compensation, resettlement, and rehabilitation assistance planning. The Entitlement Matrix lists various types of losses, defines eligibility criteria and entitlements and provides basic parameters for preparation of compensation and resettlement benefits.

Table 2: Entitlement Matrix

Type of Loss	Specification	Eligibility	Entitlements
1. LAND			
Agricultural (including crop land, pastures, wasteland, ponds, etc.)	Partial loss of plot (<50%)	Owner (titleholder, legalizable user ^a)	<ul style="list-style-type: none"> • Cash compensation at fair market value, including all transaction costs, such as applicable fees and taxes • Provision of title for remaining land to legalizable user • Subsistence cash allowance based on income from lost plot: (a) for a period of 6 months if residual land unviable; (b) for a period of 3 months if residual land viable.
		Lessee	<ul style="list-style-type: none"> • Cash refund of the lease money for the lessee for duration of remaining lease period to be deducted from the owner • Assistance to find alternative land • Subsistence cash allowance based on 3 months' income from lost plot, for a period of 3 months.
		Sharecrop tenant (registered, informal)	<ul style="list-style-type: none"> • Assistance to find alternative land • Subsistence cash allowance based on 3 months' income from lost plot, for a period of 3 months.
		Non-titled user (squatter/ informal land users)	<ul style="list-style-type: none"> • No compensation for land loss • Provision to use the remaining land as titled or rental/lease land • Subsistence cash allowance based on 3 months' income from lost plot.
	Full loss of plot (≥ 50 %)	Owner (titleholder, legalizable user)	<ul style="list-style-type: none"> • Land-for-land compensation through provision of fully titled and registered replacement plot of comparable value and location as lost plot, including payment of all transaction costs, such as applicable fees and taxes • Cash compensation at fair market value, including all transaction costs, such as applicable fees and taxes • Unaffected portions of a plot that become unviable as a result of impact will also be compensated • Subsistence cash allowance based on income from lost plot: (a) for a period of 6 months if residual land unviable; (b) for a period of 3 months if residual land viable.
		Lessee	<ul style="list-style-type: none"> • Cash refund at rate of rental fee proportionate to size of lost plot for 6 months • Cash refund of the lease money for the lessee for duration of remaining lease period, to be deducted from the owner assistance to find alternative land for rent/lease
		Sharecrop tenant (registered, informal)	<ul style="list-style-type: none"> • Cash compensation equal to current market value of share of 1 year of harvests for entire lost plot • Assistance to find alternative land
		Non-titled user (squatters/ informal)	<ul style="list-style-type: none"> • No compensation for land loss • Assistance for finding alternative land as titled or rental/lease land

Type of Loss	Specification	Eligibility	Entitlements
		land users)	<ul style="list-style-type: none"> Subsistence cash allowance based on 3 months' income from lost plot, for a period of 3 months
Residential, commercial, community	Partial loss of plot (<50 %)	Owner (titleholder, legalizable user)	<ul style="list-style-type: none"> Cash compensation at fair market value including all transaction costs, such as applicable fees and taxes Provision of title for remaining land to legalizable user
		Lessee, tenant	<ul style="list-style-type: none"> Cash refund of the lease money for the lessee for duration of remaining lease period to be deducted from the owner Provision of cash compensation for 6 months rental value of similar level of structure
		Non-titled user (squatter, encroacher)	<ul style="list-style-type: none"> No compensation for land loss Provision to use the remaining land or alternative land as titled or rental/lease land
	Full loss of plot (=>50 %)	Owner (titleholder, legalizable user)	<p>The AP may choose between the following alternatives:</p> <ul style="list-style-type: none"> Land-for-land compensation through provision of fully titled and registered replacement plot of comparable value and location as lost plot (possibly at relocation site for displaced community), including payment of all transaction costs, such as applicable fees and taxes OR Cash compensation at fair market value, including all transaction costs, such as applicable fees and taxes
		Lessee, tenant	<ul style="list-style-type: none"> Cash refund of the lease money for the lessee for duration of remaining lease period to be deducted from the owner Assistance to find alternative place for lease/rent
		Non-titled user (squatter, encroacher)	<ul style="list-style-type: none"> No compensation for land loss Assistance to find alternative land as titled or rental/lease land Allowed to construct temporary structure on land identified through some lease/rent system
Temporary land acquisition	Land required temporarily during civil works	Owner, lessee, tenant	<ul style="list-style-type: none"> Rental fee payment for period of occupation of land Restoration of land to original state Guarantee of access to land and structures located on remaining land
		Non-titled user	<ul style="list-style-type: none"> Restoration of land to original state Guarantee of access to land and structures located on remaining land
2. STRUCTURES			
Residential, agricultural, commercial, community	Partial loss (<30 %) and alteration of structure	Owner (including non-titled land user)	<ul style="list-style-type: none"> Cash compensation for lost parts of structure at replacement cost and repair of remaining structure at market rate for materials, labor, transport, and other incidental costs, without deduction of depreciation for age Right to salvage materials from lost structure Allowed to construct temporary structure on unused part of project land after completion of civil work, through some lease/rent system In case of loss of toilet rendering structure unlivable, replacement with safe sanitation facilities at adjacent or nearby location, or, compensation for the entire structure at the discretion of the owner.

Type of Loss	Specification	Eligibility	Entitlements
		Lessee, tenant	<ul style="list-style-type: none"> Cash refund of the lease money for the lessee for duration of remaining lease period (to be deducted from the owner)
	Full loss of structure (=>30 %) and relocation	Owner (including non-titled land user)	<p>The AP may choose between the following alternatives:</p> <ul style="list-style-type: none"> Compensation through provision of fully titled and registered replacement structure of comparable quality and value, including payment of all transaction costs, such as applicable fees and taxes, at a relocation site or a location agreeable to the AP OR Cash compensation for the affected structure at replacement cost, including all transaction costs, such as applicable fees and taxes, without deduction of depreciation for age In case of the remaining structure become unliveable the compensation will be calculated for the entire structure without deduction of depreciation and self-relocation <p>IN EITHER CASE</p> <ul style="list-style-type: none"> Right to salvage materials from lost structure
		Lessee, tenant	<ul style="list-style-type: none"> Cash refund at rate of rental fee proportionate to size of lost plot for 6 months The lease money for the lessee for duration of remaining lease period will be deducted from the owner
	Moving of minor structures (fences, sheds, kitchens, latrines, etc.)	Owner, lessee, tenant	<p>The AP may choose between the following alternatives:</p> <ul style="list-style-type: none"> Cash compensation for self-reconstruction of structure at market rate (labor, materials, transport, and other incidental costs) OR Relocation/reconstruction of the structure by the project <p>IN EITHER CASE</p> <ul style="list-style-type: none"> Access to the affected facility should be to be restored
	Stalls, kiosks	Vendors (including titled and non-titled land users)	<ul style="list-style-type: none"> Assistance for finding alternative land to continue business Allowed to construct temporary structure/continue business through some lease/rent system as vendor , at alternative location comparable to lost location AND Cash compensation for self-relocation of stall/kiosk at market rate (labor, materials, transport, and other incidental costs)
	Fixed assets attached to affected structures (water supply, telephone lines)	Owner, lessee, tenant	<ul style="list-style-type: none"> Cash compensation for reinstallation and connection charges
3. INCOME RESTORATION			
Crops/fish stocks	Affected crops	Cultivator	<ul style="list-style-type: none"> Cash compensation at current market rate proportionate to size of lost plot for 1 year's future harvests, based on crop/fish stocks type and highest average yield over past 3 years

Type of Loss	Specification	Eligibility	Entitlements
		Parties to sharecrop arrangement	<ul style="list-style-type: none"> Residual harvest can be taken away without any deduction Same as above and distributed between land owner and tenant according to legally stipulated or traditionally/informally agreed share
Trees	Affected trees	Cultivator	<ul style="list-style-type: none"> Cash compensation for perennial crop trees at current market rate of crop type and average yield (i) multiplied, for immature non-bearing trees, by the years required to grow tree to productivity, or (ii) multiplied, for mature crop-bearing trees, by 5 years average crops (the grafted/tissue cultured plant usually starts fruiting within 2-3 years), plus cost of purchase of grafted/tissue cultured plant and required inputs to replace trees Cash compensation for timber trees at current market rate of timber value of species at current volume, plus cost of purchase of seedlings/sapling and required inputs to replace trees
		Parties to sharecrop arrangement	<ul style="list-style-type: none"> Same as above and distributed between land owner and tenant according to legally stipulated or traditionally/informally agreed share
Permanent loss of agriculture-based livelihood	Partial loss of agricultural land with viable land remaining	Owner, lessee, sharecrop tenant, non-titled land user	<ul style="list-style-type: none"> Provision of support for investments in productivity enhancing inputs, such as land leveling, terracing, erosion control, and agricultural extension, as feasible and applicable Additional financial supports/grants if land/crop compensation is insufficient for additional income-generating investments to maintain livelihood @ Tk 70,000/ HH
	Full loss of viable agricultural land without availability of alternative land	Owner, lessee, sharecrop tenant, non-titled land user	<ul style="list-style-type: none"> Provision of retraining, job placement Included in the project livelihood restoration and rehabilitation program Financial grants and/or microcredit access for livelihood investment as well as organizational/logistical support to establish an alternative income generation activity @ Tk 90,000/HH
Loss of income from agricultural labor		Wage laborers in WTP, septage management areas or any other affected agricultural land	<ul style="list-style-type: none"> Cash assistance for loss of income up to 7 days at Tk 350 per day Preferential selection for work at project site during civil works
Maintenance of access to means of livelihood	obstruction by subproject facilities	All APs	<ul style="list-style-type: none"> Accessibility of agricultural fields, community/social facilities, business premises, and residences of persons in the project area ensured Accessibility to the original/alternative fishing ground
Businesses (CBE)	Temporary business loss due to LAR or construction activities of project	Owner of business (registered, informal)	<ul style="list-style-type: none"> Cash compensation equal to lost income during period of business interruption based on tax record or, in its absence, comparable rates from registered businesses of the same type with tax records
	Permanent business loss due to LAR without possibility of	Owner of business (registered, informal)	<ul style="list-style-type: none"> Cash compensation equal to lost income for 1 year, based on tax record or, in its absence, comparable rates from registered businesses of the same

Type of Loss	Specification	Eligibility	Entitlements
	establishing alternative business		type with tax records AND <ul style="list-style-type: none"> • Provision of retraining, job placement, additional financial grants and microcredit for equipment and buildings, as well as organizational/logistical support to establish AP in alternative income generation activity • Included in the project livelihood restoration and rehabilitation program
Employment	Temporary employment loss due to LAR or construction activities	All laid-off employees of affected businesses	<ul style="list-style-type: none"> • Cash compensation equal to lost wages during period of employment interruption up to 6 months, based on tax record or registered wage, or, in its absence, comparable rates for employment of the same type • As applicable by labor code, compensation will be paid to the employer to enable him/her to fulfill legal obligations to provide compensation payments to laid-off employees, to be verified by government labor inspector
	Permanent employment loss due to LAR without possibility of re-employment in similar sector and position in or near area of lost employment/ daily wage	All laid-off employees of affected businesses	<ul style="list-style-type: none"> • Cash compensation equal to lost wages for 6 months, based on tax record or registered wage, or, in its absence, comparable rates for employment of the same type • If required by the applicable labor code, compensation will be paid to employer to enable him/her to fulfill legal obligations to provide severance payments to laid-off employees, to be verified by government labor inspector AND • Provision of retraining, job placement, additional financial grants, and microcredit for equipment and buildings, as well as organizational/logistical support to establish AP in alternative income generation activity • Included in the project livelihood restoration and rehabilitation program
4. COMMON RESOURCES, PUBLIC SERVICES AND FACILITIES			
Loss of common resources, public services and facilities	footbridges, roads, footpaths, culverts, places of worship, classrooms in educational institutions, canal water by downstream users, common water points/connections, public/community toilets, community spaces, playgrounds etc.	Service provider	<ul style="list-style-type: none"> • Full restoration at original site or reestablishment at relocation site of lost common resources, public services and facilities, including replacement of related land and relocation of structures according to provisions under Sections 1 and 2 of this entitlement matrix • One time grant fund for the CPR committee and management
5. SPECIAL PROVISIONS			
Vulnerable APs	Loss of land, structure, and/or employment	All vulnerable APs (in all project locations)	<ul style="list-style-type: none"> • Assistance in identification and purchase or rental of new plot/structure through microcredit scheme • Assistance with administrative process of land transfer, property title, cadastral mapping, and preparation of compensation agreements

Type of Loss	Specification	Eligibility	Entitlements
			<ul style="list-style-type: none"> • Provision of livelihood training, job placement • Included in the project livelihood restoration and rehabilitation program • Financial grants and/or microcredit access for livelihood investment as well as organizational/logistical support to establish an alternative income generation activity • Subsistence allowance of minimum of 12 months of official minimum wage • Preferential selection for project-related employment
Women, social/religious minorities, elderly-headed household ^b , poor households	Loss of land and structures	Titled or recognized owners of land and structures	<ul style="list-style-type: none"> • Titling of replacement land and structures in female owner's/minority/elderly HH head's name (as applicable) • Cash compensation paid directly to female owners and head of minority HHs
Tribal people affected, if any	Loss of land, community assets and structures	Affected tribal people/ community	<ul style="list-style-type: none"> • Compensation packages as determine by the government valuation team and consultation with the affected community • Full restoration and renovation of affected assets • Special assistance for livelihood restoration as required • In case of major impacts, specific assistance and benefits will be specify under Indigenous People Development Plan
Other impacts	Unanticipated impacts and negotiated changes to entitlements	All APs	<ul style="list-style-type: none"> • To be determined in accordance with the IR safeguards requirements of the ADB SPS and project resettlement framework • Project RP to be updated and disclosed on ADB website • Standards of the entitlement matrix of the RP not to be lowered

^a Land owners/users that have traditional/customary/ rights to the land but have no formal/legal papers of the ownerships. This is commonly found among the traditional/tribal/indigenous communities.

^b The eligibility will follow the Department of Social Service of Ministry of Social Welfare that uses 65 years old for man and 62 years old for woman to define elderly people.

III. SOCIOECONOMIC INFORMATION AND IMPACT ASSESSMENT

27. For the RP preparation social, economic and gender information must be provided. These must be based on data collected through the following methods.

- (i) **Socioeconomic Survey.** 20 – 25% sample of APs using a household questionnaire with the purpose of preparing a profile of APs, assessing incomes, identifying productive activities of all APs and preparing a plan for income restoration, relocation options, and special measures for vulnerable groups. All data is to be disaggregated by gender.
- (ii) **Census of Affected Persons.** Complete enumeration of all affected households to prepare a complete list of 100% of APs, to identify entitled and non-entitled persons, and vulnerable households.
- (iii) **Review of Land Records and Ownership Deeds of 100% of APs** to prepare land compensation award papers in consultation with APs.
- (iv) **Inventory of Land and Non-Land Assets.** Inventory and detailed measurement of all affected assets (land and non-land) and remaining fixed assets of 100% of APs
- (v) **Independent assessment of Market Value of Affected Assets.** This activity should be done by Independent Valuation experts and the reports provided to the Government Valuation Committee.

28. The inventory of assets to be acquired and the census of affected people and their households serve several purposes: (a) to identify who is eligible for compensation and resettlement entitlements; (b) to establish a cut-off date for eligibility; (c) determine categories of entitlements; (d) to provide a basis for valuation and compensation; and (e) to supply an important part of the land acquisition and resettlement database to be used for project monitoring. The census and inventory of assets can be done separately. However, since each requires visits to all affected households, doing them together is more efficient.

29. Aside from the permanent impacts to the affected person, temporary impacts to vendors and hawkers during the construction of civil works may occur. To record data on the nature and extent of resettlement impacts among likely affected persons on the impacts the form below can be used. This information should be collected through a census of all businesses to be affected by the project activities in terms of possible loss of income/livelihood. Information to be collected includes:

- (i) businesses: number and type of businesses; type of ownership; average monthly income;
- (ii) number of persons in the affected households
- (iii) affected structures
- (iv) affected trees
- (v) affected employees
- (vi) affected number of hawkers, vendors, shops; including type of merchandise; average monthly income; and
- (vii) any other social and economic impacts (both permanent and temporary) including its nature and size of the impact.

30. During the social impact assessment for the subprojects resettlement plan preparation possible negative impact on gender aspects, i.e. female headed households, will be carefully reviewed and specific assistance will be provided to these households. The prepared RP will ensure impacts on gender are adequately addressed and will not disadvantage women. Women's focus group discussion will be held to address women specific issues. During process

of compensation payment and other assistance the affected female headed households will be prioritized.

31. Similarly, in the event of Indigenous/ Tribal People issues are identified as either the affected people in land acquisition and resettlement or affected in any other way, in any future subprojects, specific attention will be given to them and careful impact assessment will be done. When the impacts are deemed to be significant, following ADB Safeguard Policy Statement (2009), safeguard requirement 2, on Indigenous People the project will have to prepare Indigenous People Planning (IPP). The IPP will outline measures to minimize, mitigate and compensate for the adverse impacts due to the proposed project activities. The level of details and comprehensiveness of IPP will depend on the specific subproject activities and the nature of impacts to be addressed. Depending on the nature of the impacts, the IPP can be integrated into the subproject resettlement plan or to be prepared as stand-alone document for the subproject. The outline of indigenous people planning document is in the Appendix 9 of this framework.

IV. CONSULTATION, PARTICIPATION AND DISCLOSURE

A. Consultation and Participation

32. Consultation with the primary and secondary stakeholders is an important tool for the successful preparation and implementation of RP. The primary stakeholders include displaced persons (DP), the project beneficiaries, and the CTIIP PIU of the participating Pourashava. The Secondary stakeholders are other individuals or groups with interest in the Project, and include elected representatives of the Pourashava, local or national government, policy makers, advocacy groups, and NGOs, if any.

33. The participatory consultation process will adopt a range of formal and informal consultative methods including in-depth interviews with key informants, focus group discussions, meetings, and workshops apart from interaction with individual DPs. The consultation activities will be undertaken at various stages of project: (i) Project initiation, (ii) RP preparation and (iii) RP implementation. Consultation process will also vary according to requirement at various levels of project.

1. Project Initiation Stage

34. At this stage only a tentative project proposal and its consequences will be discussed. Project components, potential benefits and risks that are likely to be involved are the main topics of discussion at this stage. Hence Community leaders, local NGOs/CBOs will be the targeted audiences whom project proponent will approach and discuss about basic plan and designs. The pourashava will take the initiative to divulge the proposal and start the consultation process. The consultation will be more of dissemination of project information for the community to understand the overall issues of the project. PIU Safeguard Officers will maintain records of these consultations and keep minutes of the meetings. Response of the community - vocal and written, if any – will also be recorded for future discussion/ design option etc.

35. After draft design for technical components is prepared and when potential involuntary resettlement impacts can be assessed tentatively, consultation will include the potential DPs, apart from the community leaders. At this stage impact on the vulnerable people, including women headed households, indigenous people, BPL families and others will be possible to identify. Hence, consultation process will be more of focus group discussion method with each

potentially affected group separately. Particular emphasis will be on the vulnerable people and the discussion mode will be informal and in a comprehensible manner to the participants. Small groups of each category will be invited according to their convenience and the project design including the risks and benefits will be explained to them. The details of the consultations and their responses will be recorded.

2. RP Preparation Stage

36. As part of RP preparation SIA will commence with census and socioeconomic survey over the potentially affected families. Upon the completion of final detail engineering design a Detailed Measurement Survey (DMS) will be done to identify the scale and final nature of the involuntary resettlement impacts to be experienced by the affected population. This will set off the finalization of the RP for potentially displaced families, mitigations actions, funding requirements and institutional preparedness. The implementing agency will also be required to publicly disclose the project census cut-off date to determine the eligibility of the affected people on the compensation and other entitlements.

37. Consultations with the head of the households / members of the potentially displaced families, voluntary organizations, CBOs; major state level stakeholders including Government agencies, pourashava; vulnerable groups, such as women headed households, tribal and ethnic minority communities. Consultation method will be more focused on individual interviews with the DPs, FGD sessions with the small groups including the vulnerable families and interview with key stakeholders at Government and community levels. The detail information of the project impact, particularly the adverse impact and the entitlement will be explained to the DPs in a transparent and easily understandable manner and their response regarding project impact will be recorded. The purpose of consultation at this level will be to get views from well informed stakeholders about the project and its involuntary resettlement impact which will help in finding alternate design options to minimize resettlement impact.

38. All consultations will be organized by pourashavas safeguards officers. The safeguard officers appointed by the pourashava, with assistance from detailed designed resettlement specialist, will prepare detail consultation and disclosure plan and carry on consultation and disclosure of the entitlement package accordingly. He/she will be responsible for conducting/arranging participatory consultation and disclosure meetings in such a manner that the DPs and the stakeholders at community level will feel free to express their views without coercion, fear or hesitation. If there is any change in project design in sites or alignment depending on inputs of the consultation process these will be made known to the DPs. Participatory consultation with the DPs will be documented and an appendix will be provided to the RP containing consultation meeting details, minutes of the meetings, list of participants.

3. RP Implementation Stage

39. During RP implementation stage consultation with the DPs should be part of the regular RP activities for successful implementation with minimum hurdles. The nature of consultation will be to enquire about progress of RP activities and constraints, if any faced by the DPs. In case of land acquisition more intense and frequent consultation with the DPs will be made and their entitlement will be disclosed to them. Emphasis will be on regular consultation with the vulnerable DPs, including women headed households and indigenous people to make them prepared for the physical displacement, if any and provide necessary help and assistance if physical displacement is involved.

4. Consultation for Income Restoration Programme

40. Some vulnerable persons are likely to be affected either temporarily during construction or permanently due to land acquisition. Income restoration program for these vulnerable affected persons is required. For that purpose more intense and frequent consultation with the individuals will be made in order to identify individuals for the program, assess their need, and capability and willingness and above all identify and select skill development training institutes for the purpose.

41. The process of public consultation will be as follows.

- (i) The concerned Pourashavas are the key stakeholders and they will be the focal organization who will be explained about the project requirement for income restoration program. The resettlement impact of the project and the categories of people likely to be affected/ displaced will be described to the pourashavas. The stakeholders' consultation will be in the form of workshop and meetings.
- (ii) The tools to be used for public consultation are key informant interviews, structured questionnaires and focus group discussions in order to identify perceived needs, qualifications, willingness and capabilities of the vulnerable persons for whom income restoration training will be organized.
- (iii) During initial social and resettlement assessment the people were explained about the ensuing project and land requirement for the project components. The road vendors, hawkers, small business owners/operators were also explained about proposed work and that there will be temporary impact during construction phase. Further consultation will be made during detailed measurement survey when actual impact will be assessed and number of affected / displaced persons/ families will be known.
- (iv) During census and socio economic survey at the vulnerable affected families will be identified and their preferred vocations, acquired skill, preference for the skill training will be recorded. This will help planning for the income restoration programs, training institute identification and budget assessment.
- (v) Besides, market survey will be carried out by the NGO for product viability and skill employability in case of new skill development trainings and enterprises and the feedback of the survey will be disclosed to the DPs identified for the program. The mode of consultation will be at personal and individual level with each of the individuals selected for livelihood restoration program.

B. Disclosure

42. The level of disclosure will be commensurate with progress of RP preparation and implementation. At RP preparation phase, the DPs and particularly the indigenous people's community should be taken into confidence. As mentioned in previous paragraphs, disclosure is a critical activity along stages of RP preparation and implementation.

43. At RP preparation phase, project impact on involuntary resettlement will be disclosed during SIA and feedback from potential DPs and the community will be further investigated for identifying design options. After careful examination of all possible ways and means to minimize resettlement impact, project component design will be finalized, which will be disclosed to the people and community for their understanding. RP will be prepared based on the ultimate involuntary resettlement impact due to final project design.

44. To provide for more transparency in planning and for further active involvement of displaced persons and other stakeholders the project information will be informed through disclosure of resettlement planning documents. The final RP, approved by the LGED PMU and ADB, will be disclosed through the PIU safeguards officers to the DPs, Community leaders, people's representatives, Government agencies at district and pourashava level and also will be published in local language to be published in the regional newspapers for its endorsement by the people for whom this has been prepared. For effective disclosure of the RP, a brief RP containing project impact and entitlement options, will be printed in local language other than English. A copy of the brief RP prepared for disclosure will be sent to ADB. The same will be printed in pamphlets and posted on prominent Government offices, ward council and pourashava offices apart from distributed among the APs.

45. During RP implementation phase, the APs will be disclosed about detailed procedural formalities for access to the entitlement benefits. If physical displacement occurs, the relocation sites along with all infrastructural facilities will be disclosed to the APs. In case of income restoration, disclosure on skill development trainings and feedback on market survey of the products will be made. These disclosure activities will be the responsibility of the resettlement specialist and safeguards officers of PMU and PIU.

46. The Project Implementation Unit (PIU) at pourashava level and PMU at LGED will extend and expand the consultation and disclosure process during the detailed design and project implementation stage. The PIU safeguards officer and pourashava level community mobilisers of the institutional capacity and community development consultants' (ICCDC) will be entrusted the task of ensuring ongoing consultations and public awareness program during project implementation. This task will be carried out in coordination with the PIU, detailed design consultant, PMSC/implementation supervision consultant and contractors to ensure the communities are made fully aware of project activities in all stages of construction. A community participation action plan will be prepared by the ICCDC community mobilisers in consultation with pourashava/PIU. The community in general and the affected families, vendor associations in particular will be consulted and made aware of the civil works under project activities prior to construction and about ADB policy of involuntary resettlement.

47. A Draft Project Information Disclosure (PID) leaflet is attached as Appendix 5. This pamphlet will be finalized and adjusted as relevant to the project site activities. It will be distributed to the affected communities during public consultations and posted publicly in various strategic places.

V. COMPENSATION, INCOME RESTORATION AND RELOCATION

A. Compensation

48. It is envisaged that land requirement for subproject towns will be minimal and wherever land is absolutely required effort will be to identify Government pourashava owned land as much as possible. In absence of these lands, subject pourashava will search for landowners willing to sell land to Government and will directly purchase through negotiated settlement. This mechanism of direct purchase will provide the land owners an opportunity to negotiate directly with the Government (pourashava in this case) for an enhanced price than the registered value that is much less than the replacement value and is normally been awarded under the government law. Hence compensation for loss of land under this "Negotiated Settlement" procedure is compatible with ADB's policy of compensation at replacement cost.

49. The project will ensure that the properties (land, structure and non-structure assets) to be displaced for the project will be compensated at their full replacement cost, determined by the Deputy Commissioner (DC) of the project areas with support from legally constituted bodies like the property valuation advisory committee (PVAC), and joint verification committee (JVC). The principle for determining valuation and compensation for assets, incomes, and livelihoods is replacing the loss of affected assets and restoring the loss of income and workdays experienced by the displaced households. Livelihood rehabilitation assistance will target poor and vulnerable households.

50. This RF ensures compensation at replacement cost for all the displaced people /affected people (AP) of the project. Since the compensation rate under national law as established by the government is mostly lower than the replacement value, the people who have legal title of the affected properties will be compensated in two steps. First, they are entitled to receive compensation according to the government policy (ARIPO) from the DC's office based on their legal documents. After DC pays the compensation under the CCL, entitlement for the next step is ensured for these people. In the next step, the APs will receive additional compensation from the project to top up the compensation amount provided by the government under ARIPO in order to make it equal to the market rate/replacement cost. Non-titleholders who are not covered by ARIPO will receive compensation from the project directly. Other resettlement assistance, when required, will be provided by the project with support from the PIU safeguard officers/ICCDC community mobilisers.

51. Temporary loss of incomes of affected persons will be compensated based on replacement value of income losses. Preferential employment in project-related work will be offered to local people, with priority to vulnerable persons. APs will be provided 7 days advance notice, followed by a reminder 2 days before construction to ensure none or minimal disruption in livelihood. If required, they will also be assisted to temporarily shift for continued economic activity; for example, they will be assisted to shift to the other side of the road where there is no construction and then assisted to shift back, post-construction. Ensuring there is no income or access loss during sub-project construction is the responsibility of contractors. Consistent with the Environmental Management Plan, contractors will ensure access is maintained by making sure that space is left for access between mounds of soil, walkways and metal sheets provided to maintain access across trenches for people and vehicles where required, increased workforce is available to finish work in areas with impacts on access, timing of works is such that it reduces disruption during business hours and periods of peak business activities e.g. festivals, phased construction schedule is followed and work undertaken on one segment at a time and one side of a road at a time. Compensation and assistance to APs must be provided prior to start of civil works.

52. The RP preparation/implementation costs, including compensation and all other entitlements, and administration costs, will be considered an integral part of Project budgets. The RPs will include sections detailing (i) all affected items/allowances compensation rates, (ii) valuation methodology so that compensation for all assets will be at current market value in the year of compensation and will be sufficient to replace the lost asset, and (iii) a budget for all expenses including compensation, administration costs and contingencies. All costs of land acquisition, compensation, resettlement, rehabilitation and monitoring will be borne by the Government.

53. In order to ensure that sufficient funds are available for land acquisition and resettlement tasks, the local governments will have to allocate 100% of the cost of compensation at replacement cost and expected allowances estimated in each RP plus contingencies before RP

implementation. As the EA, LGED/DPHE will be responsible to ensure timely allocating the funds from the pourashava to implement the RPs.

B. Replacement Value for Immovable Property

54. The valuation measures to be taken by the pourashavas are as follows:

- (i) Houses and Buildings. The value of the houses, buildings and other immovable properties of the DPs shall include the cost of labor and transfer of the construction materials.
- (ii) Seasonal Crops. If notice for harvest of standing seasonal crops cannot be given then valuation of lost standing crop at market value will be made. Besides, valuation of for loss of standing crop for one addition year will be made and compensation for that will be paid for both permanent and temporary loss of agricultural crops.
- (iii) Perennial Crops. Valuation for perennial crops to be calculated as annual net product value multiplied by number of productive years remaining. Department of Agriculture will determine the valuation of crops.
- (iv) Timber bearing Trees. Value will be based on the market price of timber and will be determined by the Forest Department.
- (v) Fruit bearing Trees. Market value of products multiplied by no. of productive years remaining will be the basis of the valuation of fruit bearing trees. If the trees are yet to reach age of maturity for calculating economic value, cost of seedlings, saplings, agricultural inputs will be added to the compensation valuation. Valuation of fruit trees will be done by Department of Horticulture.
- (vi) Fish livestock. Value will be based on the market price of fish and will be determined by the Fishery Department.

C. Valuation of Other Assets

55. Compensation for the assets attached with land such as (wells, irrigation units, etc.) will be based on Replacement Value. Valuation committee shall estimate this through detailed market surveys. Displaced Persons will be given right to take all movable assets attached with land, such as irrigation pump sets, etc.

56. Apart from compensation for land, trees, crops, structures and other assets, assistance for loss of income and livelihood, will also be paid to the DPs as per Entitlement Matrix. These resettlement assistances will be calculated by the valuation committee. All compensation and resettlement assistances will be paid to the entitled DPs prior to commencement of civil works and the land / structures which will be acquired after payment in full, shall be handed over to the pourshavas free of all encumbrances, such as debt, mortgage, etc. If any loan taken on such land/properties remains unadjusted the balance amount of loan will be deducted from the total compensation. The acquired land / properties shall vest with the pourshava competent authority.

D. Income Restoration

57. The objective of income restoration activities is to ensure that no DP shall become worse off compared to pre-project status due to project. During initial social and resettlement impact assessment it was envisaged that land acquisition will cause permanent impact on a few land owners and some temporary impact may affect livelihood and income of daily wage earner or small business enterprise owners during construction. Other than the land owners a few

agricultural labor and tenants may lose their livelihood permanently and thereby be reduced to vulnerable status when land will be acquired.

58. The income restoration strategy will be either (a) short term or (b) long term. For temporary resettlement impact that are likely to occur during civil construction phase short term income restoration measures will be adopted. All temporarily affected DPs will receive subsistence / transitional allowances and shifting assistance as short term measure. These temporary impacts will happen to the road side vendors, hawkers and small business owners running operation from tiny kiosk, and also from moveable cycle van, most of whom are vulnerable. The duration of impact will be for a very short period, which may even be shortened by judicious planning of construction program, such as, night time construction or trenchless pits. However, loss of income that the small business enterprise (SBE) owners will suffer will be lessened through payment of subsistence assistance for the maximum daily income earned by each of the vendor/hawkers, SBE owners for the number of days/weeks their business will remain closed. Special care will be taken to ensure that these temporarily affected SBE owners will set up their business once again either in the same location or elsewhere of their own choice. The vulnerable vendors/ hawkers will receive special shifting assistance for transportation of their items for sale.

59. Long term measure will depend on degree of disruption of economic activities/ livelihood and the permanently affected vulnerable DPs will be brought within the fold of income restoration program. The Entitlement Matrix provides income restoration assistance for the permanently affected vulnerable DPs in various forms. For those who already possess professional skill and are pursuing profession based on that skill, income restoration measures will include cash assistance for purchase of equipment / tools. This will facilitate them in enhanced productivity, better finished products and increased production. For others who may like to acquire new skill /education income restoration measures will include vocational skill development training program. The mode of assistance will be decided according to affected persons' willingness, need and requirement based on consultation. The vulnerable DPs include (i) women headed households (WHH), physically disabled persons/Head of household, Families belonging to tribal people, and Below Poverty line (BPL) families. Income restoration program/ schemes will be designed based on the information collected from detailed socioeconomic survey (SES) during the project implementation stage.

E. Relocation

60. The project will ensure the relocated DPs will be fully consulted for their relocation options and will receive all the assistance as detailed in the entitlement matrix of this RF. No demolition of affected assets will be permitted before the relocation sites are ready for occupation. The PMU and PIU safeguards officers will assist the relocation process and monitor the relocated DPs in their new relocation areas to ensure their livelihood condition will not be worse off.

VI. GRIEVANCE REDRESS MECHANISM

61. A project-specific grievance redress mechanism (GRM) will be established to receive, evaluate, and facilitate the resolution of AP's concerns, complaints, and grievances about the social and environmental performance at the level of the project. The GRM will aim to provide a time-bound and transparent mechanism to voice and resolve social and environmental concerns linked to the project.

62. **Common GRM.** A common GRM will be in place for social, environmental, or any other grievances related to the project; the resettlement plans (RPs) and IEEs will follow the GRM described below, which is developed in consultation with key stakeholders. The GRM will provide an accessible and trusted platform for receiving and facilitating resolution of affected persons' grievances related to the project. The multi-tier GRM for the project is outlined below, each tier having time-bound schedules and with responsible persons identified to address grievances and seek appropriate persons' advice at each stage, as required.

63. Pourashava-wide public awareness campaigns will ensure that awareness on grievance redress procedures is generated through the campaign. The project implementation unit (PIU) safeguards assistant and institutional capacity and community development consultants (ICCDC) that will conduct pourashava-wide awareness campaigns to ensure that poor and vulnerable households are made aware of grievance redress procedures and entitlements, and will work with the PIU safeguards assistant to help ensure that their grievances are addressed.

64. Affected persons (APs) will have the flexibility of conveying grievances/suggestions by dropping grievance redress/suggestion forms in complaints/suggestion boxes that have already been installed by project pourashavas or through telephone hotlines at accessible locations, by e-mail, by post, or by writing in a complaints register in pourashava offices. Appendix 6 has the sample grievance registration form. Careful documentation of the name of the complainant, date of receipt of the complaint, address/contact details of the person, location of the problem area, and how the problem was resolved will be undertaken. The safeguards officers from project management unit (PMU) and Project Implementation Unit (PIU) will have the overall responsibility for timely grievance redressal on environmental and social safeguards issues and for registration of grievances, related disclosure, and communication with the aggrieved party.

65. **Grievance redress process.** In case of grievances that are immediate and urgent in the perception of the complainant, the contractor and supervision personnel from the project management and supervision consultants (PMSC) on-site will provide the most easily accessible or first level of contact for quick resolution of grievances. Contact phone numbers and names of the concerned PIU safeguards assistant, contractors, PMU safeguards officer, PMSC environmental and social safeguards specialists will be posted at all construction sites at visible locations.

- (i) **1st Level Grievance.** The contractors, PIU supervision personnel and PIU safeguards assistant can immediately resolve issues on-site in consultation with each other, and will be required to do so within 3 days of receipt of a complaint/grievance. Assistance of ward level coordination committees (WLCC) will be sought if required for resolution of the issue, by any one or all of them jointly.
- (ii) **2nd Level Grievance.** All grievances that cannot be redressed within 3 days at field/ward level will be jointly reviewed by the grievance redress committee (GRC) at town-level and PIU safeguards assistant (the second level of grievance redress), who will attempt to resolve them within 7 days.⁴ The PIU safeguards assistant will be responsible to see through the process of redressal of each grievance.

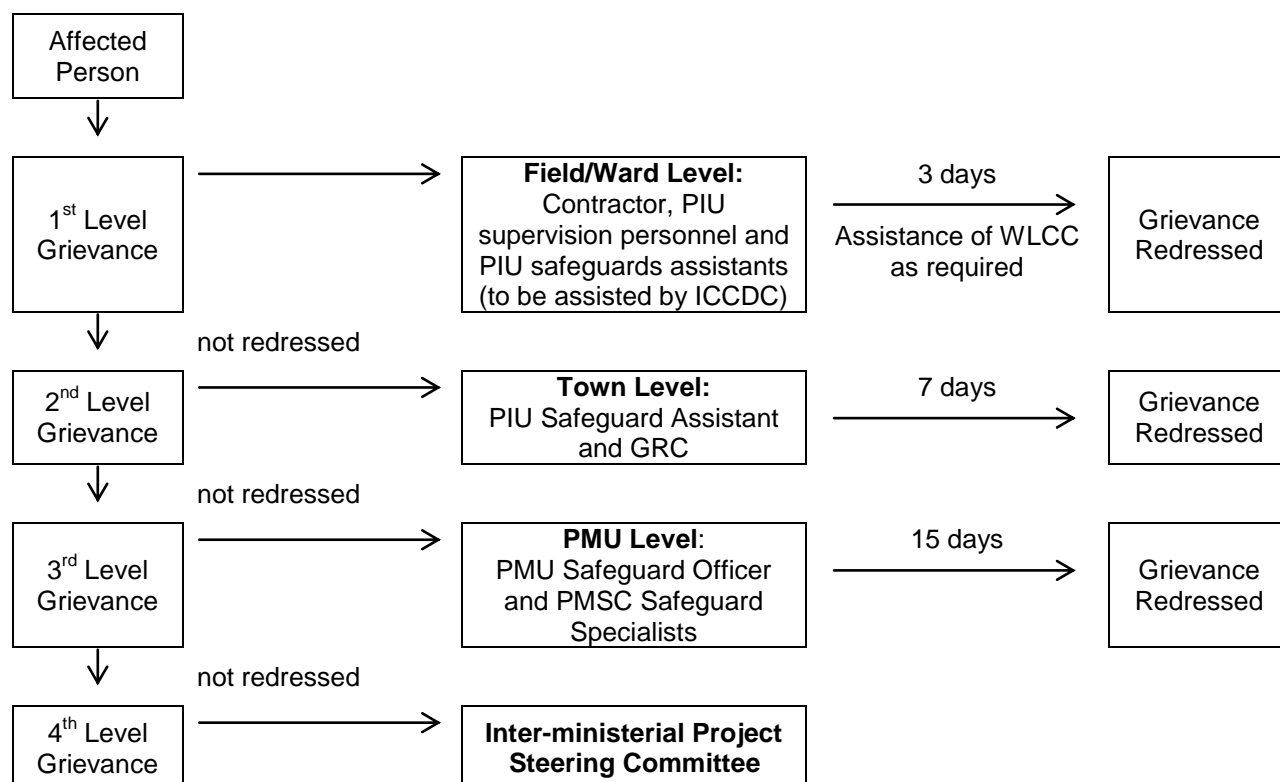
⁴ Grievance redress committees (GRC) have already been formed at town-level. For example in Pirojpur pourashava, the GRC comprises: Panel Mayor as Chairperson, and 1 councilor, the pourashava Executive Engineer, Secretary pourashava and pourashava administrative officer, as members. All town-level GRCs shall have at least one woman member/chairperson and AP representative or independent NGO as committee member. In addition, for project-related grievances, representatives of APs, community-based organizations (CBOs), and eminent citizens must be invited as observers in GRC meetings.

- (iii) **3rd Level Grievance.** The PIU safeguards assistant will refer any unresolved or major issues to the PMU safeguards officer and PMSC (third level of grievance redress), who will resolve them within 15 days.
- (iv) **4th Level Grievance.** Very major issues that are beyond the jurisdictional authority of the GRC or those that have the potential to cause social conflicts or environmental damage or those that remain unresolved at PMU level, will be referred to the inter-ministerial project steering committee (IPSC), to be resolved within 14 days.⁵ All paperwork (details of grievances) needs to be completed by the PIU safeguards assistant and circulated to the respective WLCC, GRC and IPSC members at least a week in advance of the scheduled meetings. All decisions taken by the GRC and IPSC will be communicated to the APs by the PIU safeguards assistant.

66. Despite the project GRM, an aggrieved person shall have access to the country's legal system at any stage, and accessing the country's legal system can run parallel to accessing the GRM and is not dependent on the negative outcome of the GRM.

67. In the event that the established GRM is not in a position to resolve the issue, the affected person also can use the ADB Accountability Mechanism (AM) through directly contacting (in writing) the Complaint Receiving Officer (CRO) at ADB headquarters or the ADB Bangladesh Resident Mission (BRM). The complaint can be submitted in any of the official languages of ADB's DMCs. The ADB Accountability Mechanism information will be included in the PID to be distributed to the affected communities, as part of the project GRM.

⁵ The interministerial project steering committee (IPSC) responsible for grievance redress will be chaired by the Secretary of the Local Government Division, and will have as members the Local Government Engineering Department; Department of Public Health Engineering; Bangladesh Water Development Board; Planning Commission (Physical Infrastructure Division); Ministry of Housing and Public Works (Urban Development Directorate); Ministry of Environment and Forests (Climate Change Unit); Department of Environment; Disaster Management Bureau (Disaster Management and Relief Division); Roads and Highways Department; Economic Relations Division; Ministry of Finance (Finance Division); and representatives of coastal towns.

Figure 1: Grievance Redress Process

GRC = grievance redressal committee; ICCDC = Institutional Capacity and Community Development Consultants; PIU = project implementation unit; PMSC = project management and supervision consultants; PMU = project management unit; WLCC = ward level coordination committee.

68. **Record keeping.** Records will be kept by PIU of all grievances received, including contact details of complainant, date the complaint was received, nature of grievance, agreed corrective actions and the date of the incident and final outcome. The number of grievances recorded and resolved and the outcomes will be displayed/disclosed in the PMU office, municipal office, and on the web, as well as reported in the safeguards monitoring reports submitted to ADB on a semi-annual basis.

69. **Periodic review and documentation of lessons learned.** The PMU safeguard officer will periodically review the functioning of the GRM in each town and record information on the effectiveness of the mechanism, especially on the project's ability to prevent and address grievances.

70. **Costs.** All costs involved in resolving the complaints (meetings, consultations, communication and reporting/information dissemination) will be borne by the concerned PIU at town-level; while costs related to escalated grievances will be met by the PMU. Cost estimates for grievance redress are included in resettlement cost estimates.

VII. IMPLEMENTATION ARRANGEMENTS

A. Implementation Arrangements

71. **Executing agencies and project management unit.** LGED will be the lead EA for the project, and DPHE will be a co-executing agency (for water supply and sanitation). A PMU will be established in LGED.

72. **Project Management Unit.** The PMU will be staffed with a safeguards officer and will receive support from safeguards specialists (environment and resettlement) on the DDS and PMSC consultant team. Key tasks and responsibilities of the PMU safeguards officer on Involuntary Resettlement safeguards are as follows:

- (i) Confirm and review final RPs prepared by detailed design consultants and that new RPs are prepared in accordance with the RF;
- (ii) Provide oversight on social safeguards aspects (avoidance and mitigation of impacts) of subprojects and ensure RPs are timely implemented by project implementation unit (PIU) and contractors;
- (iii) Establish a system to monitor social safeguards of the project including monitoring the indicators set out in the monitoring plan of the RP;
- (iv) Establish and implement the project Grievance Redress Mechanism;
- (v) Facilitate and confirm overall compliance with project policy related to entitlements and compensation, as relevant;
- (vi) Supervise and provide guidance to the PIUs to properly carry out the social safeguards monitoring and assessments as per the RF;
- (vii) Review, monitor and evaluate the effectiveness with which the RPs are implemented, and recommend necessary corrective actions to be taken as necessary;
- (viii) Consolidate monthly social safeguards monitoring reports from PIUs and submit semi-annual monitoring reports to ADB;
- (ix) Ensure consultations with the affected people and timely disclosure of final RPs in locations and form accessible to the public; and
- (x) Address any grievances brought about through the Grievance Redress Mechanism in a timely manner.

73. **Implementing agencies.** The participating pourashavas will be the IAs, and will establish a PIU within the pourashava structure.

74. **Project implementation units.** The PIU will be established in each participating pourashava and staffed with a safeguards officer and will receive support from the PMU safeguards officer and safeguards specialists (environment and resettlement) on the DDS and PMSC consultant team. Key tasks and responsibilities of the PIU safeguards officer on Involuntary Resettlement safeguards are as follows:

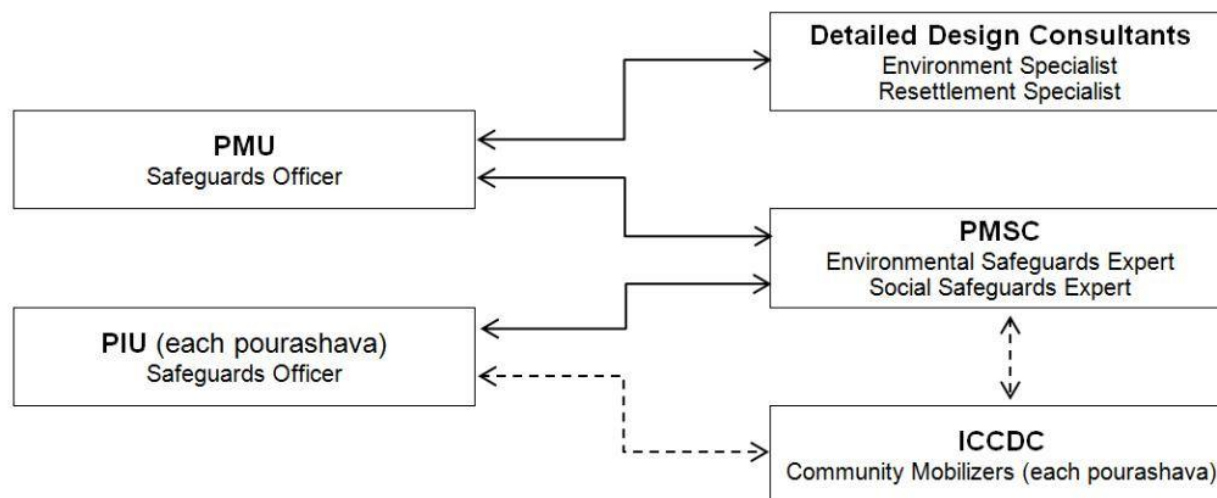
- (i) Assist the detailed design consultants to communicate, consult and disclose the updated/finalized safeguards documents to the affected people acknowledgement for their endorsement
- (ii) Implement final RPs and ensure timely payment of compensation and other assistance prior the dispossession of the affected assets or the starts of civil works ;

- (iii) Facilitate/ assist the detailed design consultants for the draft RP updating and preparation of safeguards documents for future subprojects
- (iv) Support the detailed design consultants in assessing and reviewing the land availability and ownership status of the proposed subproject areas
- (v) Conduct social safeguards monitoring during civil works and submit monthly report to PMU
- (vi) Take corrective actions when necessary to ensure avoidance/minimization of IR impacts
- (vii) Establish the GRC, disclose the project GRM to the affected communities and coordinate with other local government agencies for the preparation and implementation of the RP
- (viii) Address any grievances brought about through the project's Grievance Redress Mechanism in a timely manner

75. **Project management and supervision consultants.** The PMSC will have an environment safeguards expert and a resettlement expert. The PMSC safeguards experts will assist the PMU and PIUs to implement and manage safeguards requirements and policy compliance of the project. The resettlement expert will implement the capacity building program for PMU, PIUs, project staff and contractors involved in project implementation on (a) ADB SPS (2009) and approved RF, (b) National law on involuntary resettlement (ARIPPO, 1982) and other relevant regulations (c) core labor standards, (d) the roles of PMU, PIU and contractors on the project's GRM, public relations and ongoing consultations.

76. **Civil works contracts and contractors.** The contractor will be required to designate a resettlement supervisor to (i) ensure compliance with RP and RF during civil works, and to (ii) carry out all mitigation and monitoring measures such as rebuilding of damaged structures/private property outlined in their contract.

77. The government will ensure that bidding and contract documents include specific provisions requiring contractors to comply with all: (i) applicable labor laws and core labor standards on (a) prohibition of child labor as defined in national legislation for construction and maintenance activities, on (b) equal pay for equal work of equal value regardless of gender, ethnicity or caste, and on (c) elimination of forced labor; and (ii) the requirement to disseminate information on sexually transmitted diseases including HIV/AIDS to employees and local communities surrounding the project sites.

Figure 1: Safeguards Implementation Arrangement**Table 3: Institutional Roles and Responsibilities for Safeguards Implementation**

Activities	Agency Responsible
Update RP based on detailed design, field inspections , AP census, DMS and consultation with Affected peoples	Design Consultant
Review of updated RP/IEE and send to ADB for approval prior to construction	PMU; PMSC
Clearance and disclosure of updated safeguard documents on website and affected people	ADB; LGED; PIU; BMGF
Identification of roads for full or partial closure, existing utilities, road conditions, based on detailed design	PIU; PMSC
Transect walks through identified road stretches for full or partial closure, to identify potential impacts	PMSC; Contractor; PIU
Design/implementation of Detailed Measurement Survey (DMS) ^a on roads for full / partial closure where potential impacts identified; Identification of poor and vulnerable APs	Design Consultant
Conducting focus group discussions/meetings/consultations/workshops during DMS survey	Design Consultant
Computation of entitlements	Design Consultant; PMSC; PMU; PIU
Categorization of APs for finalizing entitlements	Design Consultant; PMSC; PMU; PIU
Finalizing entitlements and rehabilitation packages for all APs	Design Consultant ; PMSC; PMU; PIU
Disclosure of proposed project, social/environmental impacts, proposed entitlements / mitigation measures in local languages	Design Consultant ; PMU; PIU; ICCDC; PMSC
Disclosure of grievance redress mechanism/process	PMU; PIU; ICCDC; PMSC
Disclosure of final entitlements and rehabilitation packages	Design

Activities	Agency Responsible
	Consultant ; PMU PIU; PMSC
Delivery of entitlements/award of cheques	PMU; PIU PMSC
Implementation of mitigation and rehabilitation measures	PMU; PMSC Contractor
Consultations with APs during rehabilitation activities	PMSC; PIU Contractor
Grievance redressal	PMU; PIU; Grievance Redressal Committee; PMSC Contractor
Internal monitoring	PMU; PMSC

^a Detailed Measurement Survey to be carried out during detailed design, to record and quantify resettlement impacts and entitled persons with precision. Appendix 2 provides a sample template for inventory of losses during DMS surveys.

B. Capacity Building

78. The PMSC Resettlement Specialist will be responsible for development of a training program based on a capacity assessment of target participants (PMU, PIU staff, ICCDC community mobilisers, Contractor(s)) and for implementation of the training program to build capabilities on resettlement policy, planning, mitigation measures and safeguards. These will be conducted by the PMSC RS with external resources as required. Typical modules will be (i) sensitization to social safeguards, gender and vulnerability issues, (ii) introduction to social safeguards policy, planning and implementation issues, monitoring methods and tools; (iii) review of RP; (iv) monitoring and reporting on RP implementation.

79. PMU and PMSC will also organize an induction course for the training of contractors preparing them on RP implementation including ADB policy, GRM, and social safeguards monitoring requirements and mitigation measures. The suggested outline of the training program is presented in **Table 4**.

Table 4: Indicative Capacity Building and Training Program

Description	Contents	Schedule	Participants
Program 1 Orientation Workshop	Module 1 – Orientation ADB Safeguard Policy Statement Government of Bangladesh policy Module 2 – Social/Environmental Assessment and Resettlement Planning/IEE Process ADB policy and process, identification of impacts and mitigation measures, RP/IEE preparation, implementation, and monitoring requirements. Incorporation of safeguards into project design and contracts	1 day	LGED and DPHE officials involved in project implementation PMU, PIUs
Program 2 Workshop for Contractors and Supervisory staff	IR/environmental issues during construction Implementation of RP/IEE Monitoring of RP/IEE	1 day	PIUs ICCDC community mobilisers Contractors

Description	Contents	Schedule	Participants
	implementation Reporting Requirements		
Program 3 Experiences and Best Practices Sharing	Experiences on RP/IEE implementation – Issues and Challenges - Best Practices followed	1 day on a regular period to be determined by PMU and PMSC	PMU PIUs PMSC ICCDC Contractors DOE representatives

Note: The above sessions will cover both environmental and social safeguards. Costs are included in PMSC costs.

VIII. BUDGET AND FINANCING

80. Where involuntary resettlement will be unavoidable, detailed budget estimates for each subproject will be prepared and included in the RP. The budget shall include: (i) detailed costs of land acquisition (i.e. compensation of all affected assets, and if applicable, relocation and transitional allowance), as well as (ii) livelihood and income restoration (this includes compensation of current and future loss of income); (iii) administrative costs; (iv) monitoring cost; (v) GRM establishment; (vi) source of funding; and (vii) the flow of funds and contingency arrangements. All land acquisition, compensation, relocation and rehabilitation, administrative, monitoring, and consultant costs as well as income and livelihood restoration costs will be borne by the Government, which will ensure timely disbursement of funds to the DC's office for land acquisition and PIU for disbursement of resettlement assistances.

81. The indicative cost of land acquisition and resettlement cost for the CTIIP is summarized in Table 5. Since subproject components have been identified only for Batch I towns under Stage I investments, the resettlement cost for the towns/subprojects at the concerned stage is estimated in the respective, town level resettlement plans (RPs) considering the quantity of loss (based on inventory of loss surveys) and the unit cost specific to each town/site derived from the PPTA market survey and business survey. Indicative resettlement cost in Batch I Stage II and Batch II Stage I and II are also estimated, which will be updated when the components and sites/alignments are identified and resettlement plans prepared.

Table 5: Indicative Cost of RF Implementation

Batch I Stage 1	Amtali	Galachipa	Mathbaria	Pirojpur	Total (USD)	Remarks
Compensation for private lands	-	-	3,27,39,250	10,12,500		Unit cost of land in each pourashava for different types of land taken from results of PPTA market survey, 2013
Compensation for partial loss of private structures	1,42,808	31,04,590	3,89,634	5,19,338		Unit cost of structures (sq foot rate for kutcha, pucca, semi-pucca structures) derived from PPTA market survey, 2013
Compensation for full loss of private structures	1,06,160	81,260	5,88,246	-		same as above
Compensation for trees and crops	8,16,430	6,96,490	31,55,480	25,76,325		Unit cost of trees derived on the basis of PPTA market survey, 2013
Compensation for loss of income	1,54,000	89,600	2,86,300	96,600		Unit cost derived from maximum stated profit /

Batch I Stage 1	Amtali	Galachipa	Mathbaria	Pirojpur	Total (USD)	Remarks
						income per day, PPTA Business Survey, 2013
Relocation and transitional allowance	2,68,550	7,66,000	1,26,963	-		
Vulnerable groups allowance (livelihood rehabilitation training)	1,20,000	4,10,000	1,40,000	70,000		
Consultations, disclosure	3,00,000	3,00,000	3,00,000	3,00,000		
GRM	5,00,000	5,00,000	5,00,000	5,00,000		
Other costs	6,18,000	2,68,205	1,60,788	2,10,000		These include a few costs specific to each town e.g. cost of construction of boundary wall around PTW/OHT complex at Amtali, cash compensation for repair of partially affected structures, shifting assistance for temporary structures etc.
sub-total (Tk)	30,25,948	62,16,145	3,83,86,661	52,84,763		
Contingency cost (10%, in Tk)	3,02,595	6,21,615	38,38,666	5,28,476		
Total for Batch I Stage I (Tk)	33,28,543	68,37,760	4,22,25,328	58,13,239	7,27,561	
Total for Batch I Stage 2 (4 towns, incl. contingency)					1,62,500	
Total for Batch II (Stage 1 & 2, incl. contingency)					8,25,000	
Grand Total					17,15,061	

Note: For Batch I Stage II and Batch II (Stage I&II) lumpsum cost assumed based on proposed investments and estimated potential IR impacts of such investments.

82. RP updation/ new RP preparation costs and DMS surveys during RP updation/preparation are considered under detailed design consultancy cost. In Galachipa (Batch I Stage I), for structures losing toilets, the cost of provision of community toilets to households lacking space for individual toilets is considered under overall project costs.

IX. MONITORING AND REPORTING

83. RP implementation will be closely monitored to provide the PMU with an effective basis for assessing resettlement progress and identifying potential difficulties and problems. Monitoring will be undertaken by the PMSC and PMU. Monitoring will involve administrative monitoring to ensure that implementation is on schedule and problems are dealt with on a timely basis; socio-economic monitoring during and after any resettlement impact utilizing baseline

information established through the detailed measurement survey of APs undertaken during project sub-preparation, and overall monitoring.

84. For subprojects activities under Batch I stage 1, no significant involuntary resettlement impacts are identified. As per ADB SPS, Appendix 2, the project safeguards officer will be required to submit monthly progress reports, to be consolidated by PMSC social safeguards expert to report the status of RPs implementation under the project. The EA will submit semi-annual monitoring reports to ADB and BMGF for review and post all safeguard monitoring reports on ADB and BMGF's website. A sample monitoring template is given in Appendix 7.

A. Internal Monitoring

85. Internal monitoring (IM) will be carried out by the PMU and PIU safeguard officers. IM indicators will relate to process outputs and results, will be collected directly from the field, and will be reported monthly to the PMU to assess the RP implementation progress and adjust the work plan if necessary. These reports will be quarterly consolidated in the supervision reports for ADB. Specific IM benchmarks will be:

- (i) Information campaign and consultation with APs;
- (ii) Status of land acquisition and payments on land compensation;
- (iii) Compensation for affected structures and other assets;
- (iv) Relocation of APs;
- (v) Payments for loss of income;
- (vi) Selection and distribution of replacement land areas;
- (vii) Income restoration activities; and
- (viii) ensure the gender mitigation measures are adhered to during the internal monitoring and reporting process.

86. The above information will be collected by the PMU which will monitor the day-to-day resettlement activities of the project through the following instruments:

- (i) review of census information for all APs;
- (ii) consultation and informal interviews with APs;
- (iii) key informant interviews; and
- (iv) community public meetings.

B. External Monitoring

87. The project activities for Batch I stage 1 towns do not have significant impacts on Involuntary Resettlement, thus no requirements for engaging external monitoring. However, in the event of significant involuntary resettlement identified for future subprojects External monitoring (EM) will be carried out by independent party on regular basis, and its results communicated to the PMU and ADB by quarterly or semi-annual reports whichever more efficient and practical. Indicators for EM tasks include:

- (i) Review and verify internal monitoring reports prepared by PMU,
- (ii) Review of the socio-economic and census and inventory of losses baseline information of pre-displaced persons;
- (iii) Identification and selection of impact indicators;
- (iv) Impact assessment through formal and informal surveys with the affected persons;
- (v) Consult APs, officials, community leaders for preparing review report;
- (vi) Assess the resettlement efficiency, effectiveness, impact and sustainability, drawing

- (vii) lessons for future resettlement policy formulation and planning;
- (viii) Ensure the gender mitigation measures are implemented.

88. The EMA will also assess the situation of affected vulnerable groups such as female-headed households, disabled/elderly, the landless and families below the poverty line. The following will be considered as the basic indicators in monitoring and evaluating the project:

- (i) Socio-economic conditions of APs in the post-resettlement period;
- (ii) Communications and reactions from APs on entitlements, compensation, options, alternative developments and relocation timetables etc.;
- (iii) Changes in housing and income levels;
- (iv) Rehabilitation of squatters, severely affected people, and different vulnerable groups;
- (v) Valuation of property;
- (vi) Ability to replace lost assets;
- (vii) Disbursement of compensation and other entitlements;
- (viii) Level of satisfaction of APs in the post resettlement period;
- (ix) Quality and frequency of consultation and disclosure; and
- (x) Conduct of grievance procedures.

89. Internal and external monitoring and reporting will continue until all LAR activities have been completed. External monitoring reports will be disclosed on the Project/ADB website. The TOR of external monitoring is in the Appendix 8.

APPENDIX 1: INVOLUNTARY RESETTLEMENT IMPACTS SCREENING CHECKLIST

A. Introduction

1. Each subproject/component needs to be screened for any involuntary resettlement impacts which will occur or have already occurred. This screening determines the necessary action to be taken by the project team/ design consultants.

B. Information on subsection/section:

- a. District/administrative name: _____
- b. Location (km): _____
- c. Civil work dates (proposed): _____
- d. Technical description: _____

C. Screening Questions for Involuntary Resettlement Impact

2. Below is the initial screening for involuntary resettlement impacts and due diligence exercise. Both permanent and temporary impacts must be considered and reported in the screening process.

Involuntary Resettlement Impacts	Yes	No	Not Known	Remarks
Will the project include any physical construction work?				
Does the proposed activity include upgrading or rehabilitation of existing physical facilities?				
Will it require permanent and/or temporary land acquisition?				
Is the ownership status and current usage of the land known?				
Are there any nontitled people who live or earn their livelihood at the site or within the corridor of impact (COI)/right of way (RoW)?				
Will there be loss of housing?				
Will there be loss of agricultural plots?				
Will there be losses of crops, trees, and fixed assets (i.e. fences, pumps, etc.)?				
Will there be loss of businesses or enterprises?				
Will there be loss of incomes and livelihoods?				
Will people lose access to facilities, services, or natural resources?				
Will any social or economic activities be affected by land use-related changes?				
Are any of the affected persons (AP) from indigenous or ethnic minority groups?				If yes, please describe the situation

D. Involuntary Resettlement Impact

3. After reviewing the answers above, EA/safeguard team will confirm that the assigned/ proposed project/subproject/ section:

has involuntary resettlement (IR) impact, so a resettlement plan (or corrective action plan) is required

has no IR impact, so no resettlement plan is required

Prepared by:	Verified by:
Signature:	Signature:
Name:	Name:
Position:	Position:
Date:	Date:

APPENDIX 2: OUTLINE OF A RESETTLEMENT PLAN

1. This outline is part of the ADB SPS Safeguard Requirements 2. A resettlement plan is required for all projects with involuntary resettlement impacts. Its level of detail and comprehensiveness is commensurate with the significance of potential involuntary resettlement impacts and risks. The substantive aspects of the outline will guide the preparation of the resettlement plans, although not necessarily in the order shown.

A. Executive Summary

2. This section provides a concise statement of project scope, key survey findings, entitlements, and recommended actions.

B. Project Description

3. This section provides a general description of the project, discusses project components that result in land acquisition, involuntary resettlement, or both, and identify the project area. It also describes the alternatives considered to avoid or minimize resettlement. It includes a table with quantified data and provides a rationale for the final decision.

C. Scope of Land Acquisition and Resettlement

4. This section:
- (i) discusses the project's potential impacts, and includes maps of the areas or zone of impact of project components or activities;
 - (ii) describes the scope of land acquisition (provides maps) and explains why it is necessary for the main investment project;
 - (iii) summarizes the key effects in terms of assets acquired and displaced persons; and
 - (iv) provides details of any common property resources that will be acquired.

D. Socioeconomic Information and Profile

5. This section outlines the results of the social impact assessment, the census survey, and other studies, with information and data disaggregated by gender, vulnerability, and other social groupings, including:

- (i) defining, identifying, and enumerating the people and communities to be affected;
- (ii) describing the likely impacts of land and asset acquisition on the people and communities affected, taking social, cultural, and economic parameters into account;
- (iii) discussing the project's impacts on the poor, indigenous, and/or ethnic minorities, and other vulnerable groups; and
- (iv) identifying gender and resettlement impacts, and the socioeconomic situation, impacts, needs, and priorities of women.

E. Information Disclosure, Consultation, and Participation

6. This section:
- (i) identifies project stakeholders, especially primary stakeholders;

- (ii) describes the consultation and participation mechanisms to be used during the different stages of the project cycle;
- (iii) describes the activities undertaken to disseminate project and resettlement information during project design and preparation for engaging stakeholders;
- (iv) summarizes the results of consultations with affected persons (including host communities), and discusses how concerns raised and recommendations made were addressed in the resettlement plan;
- (v) confirms disclosure of the draft resettlement plan to affected persons, and includes arrangements to disclose any subsequent plans; and
- (vi) describes the planned information disclosure measures (including the type of information to be disseminated and the method of dissemination) and the process for consultation with affected persons during project implementation.

F. Grievance Redress Mechanisms

7. This section describes mechanisms to receive and facilitate the resolution of affected persons' concerns and grievances. It explains how the procedures are accessible to affected persons and gender sensitive.

G. Legal Framework

8. This section:

- (i) describes national and local laws and regulations that apply to the project, identifies gaps between local laws and ADB's policy requirements, and discusses how any gaps will be addressed;
- (ii) describes the legal and policy commitments of the executing agency for all types of displaced persons;
- (iii) outlines the principles and methodologies used for determining valuations and compensation rates at replacement cost for assets, incomes, and livelihoods, and sets out the compensation and assistance eligibility criteria and how and when compensation and assistance will be provided; and
- (iv) describes the land acquisition process, and prepares a schedule for meeting key procedural requirements.

H. Entitlements, Assistance, and Benefits

9. This section:

- (i) defines entitlements and eligibility of displaced persons, and describes all resettlement assistance measures (includes an entitlement matrix);
- (ii) specifies all assistance to vulnerable groups, including women and other special groups; and
- (iii) outlines opportunities for affected persons to derive appropriate development benefits from the project.

I. Relocation of Housing and Settlements

10. This section:

- (i) describes options for relocating housing and other structures, including replacement housing, replacement cash compensation, and/or self-selection (ensuring that gender concerns and support to vulnerable groups are identified);

- (ii) describes alternative relocation sites considered, community consultations conducted, and justification for selected sites, including details about location, environmental assessment of sites, and development needs;
- (iii) provides timetables for site preparation and transfer;
- (iv) describes the legal arrangements to regularize tenure and transfer titles to resettled persons;
- (v) outlines measures to assist displaced persons with their transfer and establishment at new sites;
- (vi) describes plans to provide civic infrastructure; and
- (vii) explains how integration with host populations will be carried out.

J. Income Restoration and Rehabilitation

11. This section:
- (i) identifies livelihood risks and prepares disaggregated tables based on demographic data and livelihood sources;
 - (ii) describes income restoration programs, including multiple options for restoring all types of livelihoods (e.g. project benefit sharing, revenue sharing arrangements, joint stock for equity contributions such as land, while discussing sustainability and safety nets);
 - (iii) outlines measures to provide a social safety net through social insurance and/or project special funds;
 - (iv) describes special measures to support vulnerable groups;
 - (v) explains gender considerations; and
 - (vi) describes training programs.

K. Resettlement Budget and Financing Plan

12. This section:
- (i) provides an itemized budget for all resettlement activities, including for the resettlement unit, staff training, monitoring and evaluation, and preparation of resettlement plans during loan implementation;
 - (ii) describes the flow of funds (the annual resettlement budget should show the budget-scheduled expenditure for key items);
 - (iii) includes a justification for all assumptions made in calculating compensation rates and other cost estimates (taking into account both physical and cost contingencies), plus replacement costs; and
 - (iv) includes information on the source of funding for the resettlement plan budget.

L. Institutional Arrangements

13. This section:
- (i) describes institutional arrangement responsibilities and mechanisms for carrying out the measures of the resettlement plan;
 - (ii) includes institutional capacity building programs, including technical assistance, if required;
 - (iii) describes the role of NGOs, if involved, and organizations of affected persons in resettlement planning and management; and
 - (v) describes how women's groups will be involved in resettlement planning and management.

M. Implementation Schedule

14. This section includes a detailed, time-bound implementation schedule for all key resettlement and rehabilitation activities. The implementation schedule should cover all aspects of resettlement activities synchronized with the project schedule of civil works construction, and provide land acquisition process and timeline.

N. Monitoring and Reporting

15. This section describes the mechanisms and benchmarks appropriate to the project for monitoring and evaluating the implementation of the resettlement plan. It specifies arrangements for participation of affected persons in the monitoring process. This section will also describe reporting procedures.

APPENDIX 3: SAMPLE FORM FOR INVENTORY OF LOSS SURVEYS

Questionnaire No.:

Town: _____

Name of the Enumerator: _____ Date: _____

Field Supervisor: _____ Time: _____

1.0 GENERAL IDENTIFICATION:

1.1	Name of road: _____	1.4	Address _____
1.2	Mouza/Khatiar: _____	1.5	Survey No. / Dag No./ Plot No.: _____
1.3	Location/PIN CODE: _____	1.6	Owner/Sharecropper/Labourer/Encroacher/Other, specify _____

2.0 HOUSEHOLD IDENTIFICATION:2.1 **Name of the head of the Household:** _____2.2 **Name of the Respondent:** _____2.3 **Relationship of the respondent with the head of the household: (Code)**2.4 **Type of loss** Structure only Land only Land & structure

Orchard/Tree Other assets

3.0 SOCIO-ECONOMIC PROFILE OF HOUSEHOLD3.1 **Religious Group:**

1. Muslim 2. Hindu 3. Buddhist 4. Christian 5. Other (specify) _____

3.2 **Vulnerability:** (tick, multiple responses possible)

1...BPL___2.Disabled member/head___3. Indigenous People___3. Other (specify)_____

3.3 Is the Head of the **HH** Female: 1-Yes 2 - No3.4 **Type of family:** 1. Nuclear 2. Joint 3. Extended _____

3.5 Present Sources of Income::

3.6 Primary Source of Income:

4.0 Details of affected land

4.1 Present use(s) of land _____

4.2 Total area of land held at the location _____ (in acres/ha/other, please specify)

4.3 Annual income (total turnover) per unit (acre/ha) in Tk. _____

4.4 Annual cost of operation of the total landholding in Tk. _____ (please include labour cost and operating cost including fertilizer, pesticide, water, electricity, any other cost.)

4.5 Details of sharecroppers on concerned landholding

Sharecropper(s)	No.	Lease amount paid / xx months or year	For landowner: Whether sharecropper(s) can operate in remaining landholding / other property of landowner (Yes/No). If yes, where?	For landowner: Whether willing to return lease amount and compensate sharecropper for losses (Yes/No). If yes, how much?	For sharecropper: What losses will you incur when this land is acquired (Tk)? What do you think will be fair compensation (Tk)?

4.7 Details of workers employed on concerned landholding

Workers/labourers	No.	Wages paid (Tk./day or month, please specify)	Whether workers can be employed in remaining landholding / other property of landowner (Yes/No)
Permanent workers			
Migrant/seasonal workers			

4.8 Are there any trees on the identified land? Yes/No

4.8.1 If yes, please specify species, number, use and income from such trees

Tree species	No.	Use	Income (Tk.)

4.8.2 Details of Cultivation/Plantation

Crop(s)	Production (specify unit e.g Kgs/ tonnes/quintals)	Production for own use -1 /sale -2	If produced for sale, income (Tk. per _____ (annum/season/other, specify)

Crop(s)	Production (specify unit e.g Kgs/ tonnes/quintals)	Production for own use -1 /sale -2	If produced for sale, income (Tk. per _____ (annum/season/other, specify))

4.9 Do you have the ownership papers for the affected land? Yes/No

4.9.1 If yes, please name the documents in support of your ownership_____

4.10 What is the market value of land of similar quality in this area (Tk. per acre/ha/bigha/katha,specify)?_____

4.11 Is there any existing dispute over the affected land? Yes/No

4.12 What in your opinion is a viable land holding size for a similar use?_____ (specify unit)

5.0 Details of affected structure

Sl. No	Details	Materials used			Length in mts.	Breadth in mts	Height in mts.	Value (Tk.)
		Roof	Wall	Floor				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	Room 1							
2	Room 2							
3	Room 3							
4	Room 4							
5	Room 5							
6	Room 6							
7	Room 7							
8	Room 8							
	Total of rooms							
9	verandah							
10	Kitchen							
11	Store							
12	Toilet							
14	cowshed							
15	compound wall							
16	Others/specify							
17	Irrigation structures							
	Total Area							

Materials used (Col 3,4,5)

1. Tin/Zinc sheets

2. Mud

3. Brick Masonry

4. Stone Masonry

5. RCC 6. Stone 7. Wood Shingles 8. Concrete
9. Thatched 10. Timber 11. Masonry 12. Stone/Bricks

6.0 Summary of affected structure

6.1 Do you have legal rights/documents of this affected structure? 1 - Yes 2 – No

6.2 If yes, name the documents in support of your ownership

6.3 Is there any tenant/worker in this affected structure? 1 - Yes 2 - No

6.4 If 'Yes' number of tenants/workers: _____

6.5 Do the tenants'/workers' families live in the affected structure?¹ _____

6.6 What is the market value of this affected structure as on today's date?

Use of structure	Type of Structure 1= pucca 2=semi pucca 3=kuchha	No. of storeys	No. of rooms	Size	Whether in use 1= In use 2=Vacant/ abandoned	General condition 1=good 2=bad 3=poor	Age of structure	Own ershi per-ship
Residential								
Commercial								
Resi.-cum commercial								
Work shed /HH Industry								
Cattle shed								
Kiosks								
Irrigation structure								
Other								

6.7 How much house/holding tax are you paying? (Last tax paid) (FY) _____

7.0 RESETTLEMENT AND REHABILITATION OPTION

7.1 What is your opinion(**priority wise**) about resettlement and rehabilitation option:

In case of Structure Loss		Priority No	In case of Land Loss		Priority No.
1.	Constructed structure		1.	Land for land	
2.	Land for structure		2.	Cash compensation	
3.	Cash compensation		3.	Assistance for allied activities	
4.	Others (specify) :		4.	Others (specify) :	

¹ Note: If yes, enumerator to fill up questionnaire for 33% of affected households.

8.0 DETAILS OF OTHER ASSETS:**8.1 Do you possess any other assets elsewhere?**

a) If 'Yes', please give details

Land	Ac/Ha/ No.	Use (sale/consumption/ Both)	Income from the asset (Tk.)	Apprx. replacement cost/ Market value (Tk.)
Irrigated				
Non-irrigated				
Barren				
Orchards				
Trees				
Well				
Tube/Bore well				
Any other				

8.2 Details of household assets

a) Do you have following items in your house?

Items	1-Yes, 2-No	Items	1-Yes, 2-No
i) Television		vi) washing machine	
ii) Refrigerator		vii) Other, specify	
iii) Computer			
iv) Motorcycle / Scooter			
v) Car/Jeep			

8.3 Do you receive any benefits from government (under social welfare programs, food security programs, BPL benefits etc.)? 1. Yes 2. No

If yes, please specify program and benefit received _____

8.4 Do you belong to any traditional tribal community? 1. Yes 2. No

If yes, please specify _____

9.0 HOUSEHOLD DETAILS9.1 Male 9.2 Female 9.3 Adult9.4 Children 9.5 Married 9.6 UnmarriedWidow/Divorced Major Occupation Handicapped Total HH Income (P.A.) Tk..

Sl. No.	Name of HH member	Relation with HH head @	Age	Sex	Marital Status	Education	Occupation		Income per mth/yr (in Tk.)	Whether PCH	Any special Skill possessed
							Main	Subsidiary			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
1.											
2.											
3.											
4.											
5.											
6.											
7.											
8.											
9.											
10.											
11.											
12.											

10.0. Income/Employment Details (supplementary information of table 9.0)

10.1 Total monthly / yearly household Income:

Tk.....

10.2 Expenditure Details of Household

Sl. No	Head of Expenditure	Tk./Month
	Food	
	Clothing	
	Education	
	Health	
	Taxes (incl: land, property,income/sales)	
	Miscellaneous	
	Total	

10.3 Whether any member of household is unemployed? Yes/No

10.4 Whether any member of household would like to undergo skill training/enhancement/refresher course? Yes/No_____If yes, what type of training (please specify)_____

11. Concerns/ suggestions of respondent : _____

APPENDIX 4: CHECKLIST FOR SURVEY OF AFFECTED BUSINESSES

Date of Survey			Serial No:
Name of affected person			
Father's/mother's name			
Address /location			
Type of the affected business	<input type="checkbox"/> Permanent	<input type="checkbox"/> Semi-permanent	<input type="checkbox"/> Hawker/movable
Type of merchandise	<input type="checkbox"/> Fruits and vegetables	<input type="checkbox"/> Food	<input type="checkbox"/> Books/stationery
	<input type="checkbox"/> Clothes	<input type="checkbox"/> Shoe repair	<input type="checkbox"/> Others (Specify) _____
Status of ownership	<input type="checkbox"/> Owner		<input type="checkbox"/> Tenant
Since when has the person operated in that location?			
Frequency of operating in a week	<input type="checkbox"/> Every day	<input type="checkbox"/> Most days	<input type="checkbox"/> 1-2 days per week
	<input type="checkbox"/> Less than 1 day per week	<input type="checkbox"/> Seasonal (Specify) _____	<input type="checkbox"/> Others (Specify) _____
Person/s employed, if any	No:		
Rent per month, if any	Tk.		
Average profit per day	Tk.		
Will the person be affected?	<input type="checkbox"/> Yes		<input type="checkbox"/> No
Type of vulnerability/distress	<input type="checkbox"/> None	<input type="checkbox"/> BPL	<input type="checkbox"/> Disabled
	<input type="checkbox"/> WHH	<input type="checkbox"/> Minority/child worker	<input type="checkbox"/> Others (Specify) _____
Date when work will start on road			
Permanent structure/s present?	<input type="checkbox"/> Yes		<input type="checkbox"/> None
Use of permanent structure	<input type="checkbox"/> Boundary wall/s	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial/business
If structure is present, type of ownership	<input type="checkbox"/> Owner		<input type="checkbox"/> Rental How much per month? _____ Tk.
Document prepared by:	Supervised by:	Document checked by:	

BPL=below poverty line; WHH=woman-headed household/woman as chief wage earner

APPENDIX 5: DRAFT PROJECT INFORMATION DISCLOSURE LEAFLET

A. Background

1. The Coastal Towns Infrastructure Improvement Project (the project) is a key infrastructure initiative of the Government of Bangladesh. The project is located in the coastal area of Bangladesh, and is designed to improve and expand municipal infrastructure and related services in selected pourashavas (municipalities) incorporating climate change resilience measures. The project consists of three components (i) improved climate-resilient municipal infrastructure, (ii) strengthened institutional capacity, governance and awareness, and (iv) project management and administration support. The impact of the project will be improved climate change resilience and natural disaster preparedness in coastal towns. The outcome of the project will be improved access to climate-disaster resilient municipal services, including (i) municipal infrastructure such as drainage, cyclone shelters, urban roads, bridges, culverts, solid waste management, bus terminals, slum improvements, boat landings, and markets, (ii) water supply, and (iii) sanitation. The project is to be implemented in 6 years from 2014 to 2020.

B. Subproject description

2. Subproject components proposed in XXX town for building urban infrastructure under Batch X stage X of CTIIP have been prioritized using climate resilience criteria as well as need. Proposed subprojects in XXXX include XXX km of road improvement, X bridges, X cyclone shelters, equipment procurement for solid waste management, XXX km of drainage and flood control interventions financed by ADB, and a septage treatment facility, sanitation facilities (community toilets and wastewater management facility) for a low income settlement and a wastewater management facility for a housing settlement with low, medium and high income groups, co-financed by the Bill and Melinda Gates Foundation. Other than equipment procurement for solid waste management and sanitation, all proposals are for civil works components.

C. Policy and Principles

3. A Resettlement Plan (RP) has been prepared for XXX town, based on applicable legal and policy frameworks of the government, namely the Acquisition and Requisition of Immovable Property Ordinance (ARIPO), 1982 and its subsequent amendments in 1993 and 1994 and ADB's Safeguards Policy Statement (SPS), 2009.

D. Involuntary Resettlement impact

4. Major/ minor IR impacts are envisaged under the proposed project components of CTIIP in XXX. The scope of land acquisition and resettlement is identified based on field visits to each site and/or alignment. Private land acquisition of XXX acre is anticipated for the proposed xx component under CTIIP. XXXX structures are likely to be partially affected and XXX structures fully affected, of which XXXX structures are abandoned. XXXX structures persons are likely to require relocation and XXXX affected persons will require resettlement.

E. Entitlement

5. The project provides for compensation of all potential losses including potential income losses for vendors at replacement value. All displaced households and persons will be entitled to a combination of compensation packages and resettlement assistance, depending on the

nature of ownership rights on lost assets, scope of the impacts including socioeconomic vulnerability of the displaced persons, and measures to support livelihood restoration if livelihood impacts are envisaged. The displaced persons will be entitled to (i) compensation for loss of land at the replacement value; (ii) compensation for loss of structures (residential/commercial) and other immovable assets at their replacement value (without counting the depreciation value); (iii) compensation for loss of business/wage income; (iv) assistance for shifting of structure; (v) rebuilding and/or restoration of community resources/facilities; (vi) livelihood/ transitional cash assistance for 6 months for all physically displaced persons at official minimum wage of the appropriate AP's occupation for each head of the affected family. A budgetary provision of USD XXXX for RP implementation is made.

6. The eligible displaced persons (DP) for compensation and/or assistance for this project are (a) title owner who will lose land partial or total; (b) owners of affected houses, shops, sheds or other types of structures for residential, commercial purposes regardless to their title to the land; (c) owners of affected trees, crops, fish ponds affected by the land acquisition regardless to their titles to the land; (d) any DPs who will lose livelihood income permanent or temporary from any income generating activity affected by the project; (e) DP who will lose access to land or communal facility; (e) any formal and in formal lessee to land, shelters, shops, sharecroppers, shareholders, renters, etc. who will lose their access to land or shops/shelters due to acquisition of such assets by the project and (f) vulnerable DPs as defined by ADB safeguards policy. The people who have legal title of the affected properties will be compensated in two steps. Initially they will receive compensation according to the government policy (ARIPO) from DC office based on their legal documents. In the next step they will receive additional compensation from LGED/Pourashava.

F. Institutional Arrangement

7. Local Government Engineering Department (LGED) is the executing agency (EA), and Department of Public Health Engineering (DPHE) is co-executing agency.¹ LGED is responsible for providing support and guidance to pourashavas concerning performance criteria and pourashava development planning. Implementation activities will be overseen by a separate program management unit (PMU). The participating pourashavas are the implementing agencies (IA), with a project implementation unit (PIU) within the pourashava structure. Local LGED and DPHE offices will be involved in the functioning of the PIUs to provide technical support. Consultant teams² are responsible for (i) detailed engineering design, contract documents preparation and safeguards facilitation; (ii) project management and administration support; (iii) assistance in supervising construction; (iii) strengthening of local governance, conducting studies/surveys on flood inundation and climate change impacts, facilitating disaster risk management capacity building and community level adaptation through locally managed climate resilience funds; and (iv) community-based climate adaptation and disaster preparedness, awareness raising on behavioral change in water, sanitation and hygiene (WASH) activities and facilitating resettlement procedures.

¹ LGED is responsible for (i) roads, (ii) bridges, (iii) solid waste management, (iv) cyclone shelters, and (v) drainage and flood control. DPHE is responsible for (i) water supply, and (ii) sanitation.

² Consultant teams are composed of project detailed design consultants, project management and supervision consultants (PMSC), and institutional capacity and community development consultants (ICCDC)

G. Grievance Redress Mechanism (GRM)

8. To resolve all project related grievances and complaints a common social and environmental grievance redress mechanism will be in place. Common and simple grievances will be sorted out at project site level by the Contractor's Resettlement Supervisor, supervision staff of PIU within 7 days, with the involvement of the Ward Level Coordination Committee, as required. Any unresolved grievances will be forwarded to the town-level Grievance Redress Committee GRC, which will have affected persons and civil society/ eminent citizens as members. Complaints and grievances which are not addressed by Grievance Redress committee (GRC) within 15 days will be sent to the PMU. Those remaining unresolved will be sent to the Inter-ministerial Program Steering Committee (IPSC) to be resolved within 14 days. Despite the project GRM, an aggrieved person shall have access to the country's legal system at any stage.

Contact details

Organisation	Name	Position	Address and phone numbers
PIU		Safeguard officer	
Contractor		Safeguard supervisor	
ICCDC		Community mobiliser	
PMU		Safeguard officer	
PMSC		Safeguard specialist	

APPENDIX 6: SAMPLE GRIEVANCE REDRESS FORM

(To be available in Bangla and English)

The _____ Project welcomes complaints, suggestions, queries and comments regarding project implementation. We encourage persons with grievance to provide their name and contact information to enable us to get in touch with you for clarification and feedback. Should you choose to include your personal details but want that information to remain confidential, please inform us by writing/typing ***(CONFIDENTIAL)*** above your name. Thank you.

Date		Place of registration			
Contact Information/Personal Details					
Name		Gender	* Male * Female	Age	
Home Address					
Place					
Phone no.					
E-mail					
Complaint/Suggestion/Comment/Question Please provide the details (who, what, where and how) of your grievance below:					
If included as attachment/note/letter, please tick here:					
How do you want us to reach you for feedback or update on your comment/grievance?					

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Registered by: (Name of Official registering grievance)	
Mode of communication: Note/Letter E-mail Verbal/Telephonic	
Reviewed by: (Names/Positions of Official(s) reviewing grievance)	
Action Taken:	
Whether Action Taken Disclosed:	Yes No
Means of Disclosure:	

APPENDIX 7: SAMPLE MONITORING TEMPLATE

1. A semi-annual monitoring report shall be prepared on Resettlement Plan implementation and submitted to ADB and BMGF by the PMU. It will include: (1) **the list of APs**, with compensation, if any due to each and details of compensation paid with signed receipts annexed to the report, socio-economic status and satisfaction levels of APs with the RP implementation process, compensation and mitigation measures; (2) **the list of vulnerable APs** and additional compensation / special protection measures planned/implemented for them; socio-economic status and satisfaction levels of vulnerable APs with the RP implementation process, compensation and mitigation measures; (3) **list of affected common facilities** affected, plan to restore access and/or actions taken to restore access to the same or facilities of equal quality elsewhere; (4) **list of roads for closure** and actions planned / taken to minimize disturbance; (5) **details of consultations held with APs** (with number of participants by gender, issues raised, conclusion / agreement reached, actions required/taken); (6) **details of grievances** registered, redressed, outstanding complaints, minutes of GRM meetings held; (7) **details of information disclosure** and awareness generation activities, levels of awareness among target population and behavior change, if any; and (8) **any other relevant information** showing RP implementation progress. The following checklist may be used for overall monitoring of RP implementation.

S. N.	Resettlement Plan Activities	Completed Y/N	Remarks
A. Pre-Construction Activities and Resettlement Plan Activities			
1	Approval of final Resettlement Plan by ADB and BMGF prior to contract award		
2	Disclosure of final Resettlement Plan on ADB, BMGF and EA websites		
3	Circulation of summary RP in two local languages to all stakeholders		
A. Resettlement Plan Implementation			
1	Grievance Redress Committee and telephone hotlines established		
2	Entitlements and grievance redress procedure disclosed		
3	Finalization of list of APs, vulnerable APs and compensation/assistance/allowances due		
4	Finalization of list of affected common facilities and roads for closure; mitigation measures proposed		
5	Affected persons received entitlements as per amounts and program specified in RP		
6	Payment of compensation, allowances and assistance (No. of APs)		
7	Additional assistance for vulnerable households given (No. of vulnerable APs)		
8	Livelihood arrangements provided to vulnerable APs		
9	Reinstallation of affected common facilities		
10	Grievances No. of grievances registered No. of grievances redressed Outstanding complaints Disclosure of grievance redress statistics		
11	Consultation, participation and disclosure as per Plan		
C. Monitoring			
1	Survey on socio-economic status of APs (including vulnerable APs) completed and compared with baseline survey results		
2	Survey on satisfaction levels of APs with RP implementation completed		
D. Labor			
1	Implementation of all statutory provisions on labor like health, safety, welfare, sanitation, and working conditions by Contractors		
2	Equal pay for equal work for men and women		

NOTE: Where applicable, the information provided in the table should be supported by detailed explanatory report, receipts and other details.

APPENDIX 8: TERMS OF REFERENCE FOR EXTERNAL MONITOR

A. Objective of Monitoring

1. Monitoring and Evaluation are important activities of Resettlement Plan (RP) implementation as that can address to compliance of the agreement outlined in the Plan and particularly fulfillment of objective of ADB's Policy of Involuntary Resettlement. The main task of the monitoring and evaluating agency would be to carry out impact assessment of RP implementation and accordingly lay down process documentation. The agency will ensure the achievement of the resettlement goal, livelihood and living standards of the physically displaced families pre and post relocation and will also ensure recording of DP's view on resettlement, compensation, and grievance redress procedure. It will also evaluate the progress of the rehabilitation process. In case of economical displacement, post resettlement economic standard of the displaced families, particularly of the vulnerable groups, will be critically appraised.
2. The agency should also identify the best practices and factors responsible for the success of the implementation of RP, and simultaneously, the factors responsible where matters related to R&R are not been successfully implemented.

B. Scope of Work

3. The key activities to be focused during external monitoring are as below.
 - (i) Verify and review internal monitoring reports prepared by the project.
 - (ii) Comparative study between pre and post relocation.
 - (iii) Identification and selection of impact indicators.
 - (iv) Impact assessment through methods discussed in the next section.
 - (v) Assess the efficiency, effectiveness, impact and sustainability of the resettlement procedures.
 - (vi) To help in future resettlement policy formulation and planning.

C. Methods:

- (i) Key informant interviews: with select local leaders, community representatives, pourashava officials about resettlement activities and implementation.
- (ii) Focus group discussion: on specific topics on compensation, services at resettlement areas, income restoration, gender to be discussed in groups of DPs.
- (iii) Structured direct observations: field observations on status of resettlement implementation, individual and group interviews.
- (iv) Case studies: on DPs or communities from various social classes to assess impact of resettlement.

D. Reporting

4. An inception report describing the work plan, time frame and resettlement site visit must be provided within a fortnight after the contract is signed. The external monitoring agency will submit half yearly reports during project implementation. External monitoring will verify the results of internal monitoring, and evaluate whether the objectives of the plan are being met. The external monitor will submit reports to ADB and the PMU. One completion report will be prepared after RP implementation is complete. The completion report will consist of evaluation

of RP implementation, its efficacy and whether resettlement objectives are met with. The report will advise on improvement means of RP implementation.

E. Necessary Qualification of the Evaluating Team

5. The Agency, carrying out the evaluation work, must be a team of professionals with prior experience in the field of Resettlement and Rehabilitation. The team must have the ability to hold discussions both with the decision makers and at the grass-root level.

APPENDIX 9: OUTLINE OF INDIGENOUS PEOPLES PLAN¹

A. Executive Summary of the Indigenous Peoples Plan

1. This section concisely describes the critical facts, significant findings, and recommended actions.

B. Description of the Project

2. This section provides a general description of the project; discusses project components and activities that may bring impacts on Indigenous Peoples; and identify project area.

C. Social Impact Assessment

3. This section:

- (i) reviews the legal and institutional framework applicable to Indigenous Peoples in project context.
- (ii) provides baseline information on the demographic, social, cultural, and political characteristics of the affected Indigenous Peoples communities; the land and territories that they have traditionally owned or customarily used or occupied; and the natural resources on which they depend.
- (iii) identifies key project stakeholders and elaborate a culturally appropriate and gender-sensitive process for meaningful consultation with Indigenous Peoples at each stage of project preparation and implementation, taking the review and baseline information into account.
- (iv) assesses, based on meaningful consultation with the affected Indigenous Peoples communities, the potential adverse and positive effects of the project. Critical to the determination of potential adverse impacts is a gender-sensitive analysis of the relative vulnerability of, and risks to, the affected Indigenous Peoples communities given their particular circumstances and close ties to land and natural resources, as well as their lack of access to opportunities relative to those available to other social groups in the communities, regions, or national societies in which they live.
- (v) includes a gender-sensitive assessment of the affected Indigenous Peoples' perceptions about the project and its impact on their social, economic, and cultural status.
- (vi) identifies and recommends, based on meaningful consultation with the affected Indigenous Peoples communities, the measures necessary to avoid adverse effects or, if such measures are not possible, identifies measures to minimize, mitigate, and/or compensate for such effects and to ensure that the Indigenous Peoples receive culturally appropriate benefits under the project

D. Information Disclosure, Consultation and Participation

4. This section:

- (i) describes the information disclosure, consultation and participation process with the affected Indigenous Peoples communities that was carried out during project preparation;

¹ Cf. ADB Safeguards Policy Statement (2009), Annex to Appendix 3.

- (ii) summarizes their comments on the results of the social impact assessment and identifies concerns raised during consultation and how these have been addressed in project design;
- (iii) in the case of project activities requiring broad community support, documents the process and outcome of consultations with affected Indigenous Peoples communities and any agreement resulting from such consultations for the project activities and safeguard measures addressing the impacts of such activities;
- (iv) describes consultation and participation mechanisms to be used during implementation to ensure Indigenous Peoples participation during implementation; and
- (v) confirms disclosure of the draft and final IPP to the affected Indigenous Peoples communities.

E. Beneficial Measures

5. This section specifies the measures to ensure that the Indigenous Peoples receive social and economic benefits that are culturally appropriate, and gender responsive.

F. Mitigative Measures

6. This section specifies the measures to avoid adverse impacts on Indigenous Peoples; and where the avoidance is impossible, specifies the measures to minimize, mitigate and compensate for identified unavoidable adverse impacts for each affected Indigenous Peoples groups.

G. Capacity Building

7. This section provides measures to strengthen the social, legal, and technical capabilities of (a) government institutions to address Indigenous Peoples issues in the project area; and (b) Indigenous Peoples organizations in the project area to enable them to represent the affected Indigenous Peoples more effectively.

H. Grievance Redress Mechanism

8. This section describes the procedures to redress grievances by affected Indigenous Peoples communities. It also explains how the procedures are accessible to Indigenous Peoples and culturally appropriate and gender sensitive.

I. Monitoring, Reporting and Evaluation

9. This section describes the mechanisms and benchmarks appropriate to the project for monitoring, and evaluating the implementation of the IPP. It also specifies arrangements for participation of affected Indigenous Peoples in the preparation and validation of monitoring, and evaluation reports.

APPENDIX 10: OUTLINE OF SOCIAL SAFEGUARDS MONITORING REPORT DURING PROJECT IMPLEMENTATION PERIOD

1. Following requirements of the ADB Safeguard Policy Statement (2009) and the *Operations Manual* section on safeguard policy (OM F1), borrowers/clients are required to establish and maintain procedures to monitor the status of implementation of safeguard plans and ensure progress is made toward the desired outcomes. For projects categorized as A or B in Involuntary Resettlement and/or Indigenous People, the Borrowers/clients are required to submit semiannual monitoring reports for ADB review. The level of detail and comprehensiveness of a monitoring report is commensurate with the complexity and significance of social safeguards impacts (IR and IP) and with the current status of project implementation phase.

2. This outline can be used for periodic monitoring report (semiannual) and RP/IPP completion report to start the civil works in the impacted areas. A safeguard monitoring report may include the following elements:

A. Executive Summary

3. This section provides a concise statement of project scope and impacts, key findings and recommended actions.

B. Background of the Report and Project Description

4. This section provides a general description of the project, including:

- (i) Background/context of the monitoring report which includes the information on the project, project components, safeguards categorizations and general scope of the social safeguards impacts.
- (ii) Information on the implementation progress of the project activities, scope of monitoring report and requirements, reporting period, including frequency of submission and changes in project scope and adjusted safeguard measures, if applicable
- (iii) Summary table of identified impacts and the mitigation actions.

C. Scope of Impacts

5. This section outlines the detail of

- (i) Scale and scopes of the project's safeguards impacts,
- (ii) Vulnerability status of the affected people/communities,
- (iii) Entitlements matrix and other rehabilitation measures, as applicable, as described in the approved final RP(s) /IPP(s).

D. Compensation and Rehabilitation²

6. This section describes the process and progress of the implementation of the safeguards plan and other required activities as determined in the plan. This includes:

² Depending on the status of the final detail design during the submission of the report this activity might not yet started. Provide the information on the expected date the activity to be conducted instead.

- (i) Payment of the affected assets compensation, allowances, loss of incomes, etc. to the entitled persons;
- (ii) Provisions of other types of entitlement as described in the matrix and implementation of livelihood rehabilitation activities as determined in the plan.

7. Quantitative as well as qualitative results of the monitoring parameters, as agreed in the plan, should be provided.

E. Public participation and consultation

8. This section describes public participation and consultations activities during the project implementation as agreed in the plan. This includes final consultations with APs during RP finalization after the completion of detail design; the numbers of activities conducted; issues raised during consultations and responses provided by the project team, implementing NGOs, project supervision consultants, contractors, etc.

F. Grievance Redress Mechanism (GRM)

9. This section described the implementation of project GRM as design in the approved RP/IPP. This includes evaluations of its effectiveness, procedures, complaints receive, timeliness to resolve issues/ complaints and resources provided to solve the complaints. Special attentions should be given if there are complaints received from the affected people or communities.

G. Institutional Arrangement

10. This section describes the actual implementation or any adjustment made to the institutional arrangement for managing the social safeguards issues in the projects. This includes the establishment of safeguards unit/ team and appointment of staff in the EA/IA; implementation of the GRM and its committee; supervision and coordination between institutions involved in the management and monitoring of safeguards issues, the roles of NGO and women's groups in the monitoring and implementation of the plan, if any.

H. Monitoring Results - Findings

11. This section describes the summary and key findings of the monitoring activities. The results are compared against previously established benchmarks and compliance status (e.g., adequacy of IR compensation rates and timeliness of payments, adequacy and timeliness of IR rehabilitation measures including serviced housing sites, house reconstruction, livelihood support measures, and training; budget for implementing EMP, RP, or IPP, timeliness and adequacy of capacity building, etc.). It also compared against the objectives of safeguards or desired outcomes documented (e.g. IR impacts avoided or minimized; livelihood restored or enhanced; IP's identity, human right, livelihood systems and cultural uniqueness fully respected; IP not suffer adverse impacts, environmental impacts avoided or minimized, etc.). For FI projects this includes the effectiveness of the Environmental and Social Management System (ESMS) managed by the FI and its participating institutions³. If noncompliance or any major gaps identified, include the recommendation of corrective action plan.

³ Specific for the FI projects, external agency may be required to conduct an audit of the project ESMS.

I. Compliance Status

12. This section will summarize the compliance status of the project activities with the loan covenants, ADB SPS (2009) on SR 2 and the approved final RP(s).

J. Follow up Actions, Recommendation and Disclosure

13. This section describes recommendations and further actions or items to focus on for the remaining monitoring period. It also includes lesson learned for improvement for future safeguards monitoring activities. Disclosure dates of the monitoring report to the affected communities should also be included. A time-bound summary table for required actions should be included.

Appendix 1

- i. List of Affected Persons and Entitlements
- ii. Summary of RP/IPP with entitlement matrix

Appendix 2

- i. Copies of AP's certification of payment (signed by the APs)
- ii. Summary of minutes of meetings during public consultations
- iii. Summary of complaints received and solution status