

Terms of Reference (ToR) for RP Implementing NGO/ Consulting firm

A. Purpose of the ToR

Power Grid Company of Bangladesh Limited (PGCB) intends to engage an INGO/ Consulting firm to implement the Resettlement Plan for “Southern Chattogram and Kaliakoir Transmission Infrastructure Development Project”. The Terms of Reference (ToR) is prepared for the INGO/ Consulting firm to be engaged in implementing the RP. The ToR includes the approach and methodology of activities to be performed by the INGO/ Consulting firm. The ToR also includes a guideline to plan, implement and evaluate the activities within the Resettlement Plan along with the technical resources to be required for this purpose.

To become eligible for this purpose, the INGO/ Consulting firm must be a Resettlement Implementing Organization duly registered with the relevant authority of the Government of Bangladesh. The Firm will implement the resettlement plan based on the Acquisition and Requisition of Immovable Property Act (ARIPA, 2017), Electricity Act, 2018 & Electricity Rules, 2020 and AIIB Policy Involuntary Resettlement (ESS 2).

B. Introduction to the Project

Electricity is an inevitable part for diversified development of our country. Power generation is still much below to its demand. Only 72% people have access to electricity and the growth rate is 12%. The Government sets a vision to make electricity available for all which will help to alleviate poverty and improve socio-economic condition by 2021. In order to fulfill the vision, the Government revised the Power System Master Plan 2010 (PSMP 2010) and targeted to achieve 16,000 MW by 2016, 24,000MW by 2021 and 40,000MW by 2030. This target will help Bangladesh to be a middle-income country (MIC) by 2021, and a prosperous developed country by 2041.

Power Grid Company of Bangladesh Limited (PGCB) under Ministry of Energy, Power and Mineral Resources (MoEPMR) has taken up a project for construction of substations and transmission lines named “Southern Chattogram and Kaliakoir Transmission Infrastructure Development Project” for reliable power supply. The Project is funded by the Government of Bangladesh (GoB) and Asian Infrastructure Investment Bank (AIIB).

This ToR is for implementation of the RP for the Project. It covers the administrative areas of Chattogram, Cox’s Bazar and Gazipur District. A total of 184.07 km (approximately) overhead transmission lines, 763 numbers of towers and four new sub-stations will be constructed under this project. A total of 35 (thirty-five) acres of land will be acquired for the construction of Anwara (20 acres), Cox’s Bazar (10acres) and Teknaf (5 acres) substations under this project.

C. Project Impacts

A total of 248 households (233 for sub-stations and 15 for Transmission Lines) will be affected by the construction of this project. Besides, 17 sharecroppers and 69 wage earners will also lose their income due to the project intervention. A total of 11 trees in sub-stations area, on private land will require removal due to construction of sub-stations. Due to construction of towers, a total of 18.07 acre of agricultural land will be affected. A total of 32.75 acres of land will be required for the construction of towers. A total of 23,636 trees will require of felling due to laying transmission lines (23,625) and construction of sub-stations (11).

Table A-1: Summary impacts of the project

SN	Project Impacts	Substation	Transmission Line	Tower footings	Total
Land					
1	Amount of land to be required (acre)	40		32.75	72.75
2	Amount of land to be acquired (acre)	35 ^a	0	0	35
3	Amount of land to be compensate (acre)	0	0	32.75	32.75
Households					
4	Number of HH to be affected	233 ^b	15 ^c	0	248
5	Number of HH losing only land (as per Khatian and Census)	233	0	0	233
6	Number of Wage earners lose their income	69	0	0	69
7	Number of Sharecroppers lose their income	17	0	0	17
8	Number of vulnerable HHs	4	0	0	4
9	Total number of persons affected	744	95	0	839
10	Number of trees affected	11	23,625	0	23,636

^aRemaining 5 acres of land owned by Bangladesh Hi-Tech Park Authority under Ministry of Posts, Telecommunications and Information Technology. Hence, no need to acquire the land.

^b**Sub-stations:** (Anwara SS – 181, Teknaf SS-17, Cox's bazar SS – 35)

^c**TLs:** LILO – 5, Anwara to Cox's Bazar – 4, Cox's Bazar to Teknaf – 3, Kaliakair - 3

D. Land Acquisition and Resettlement Policies

1. Legal Framework of the Government of Bangladesh

Current legislation governing land acquisition in Bangladesh is the Acquisition and Requisition of Immovable Property Act of 2017. The Act of 2017 requires that compensation be paid for land and assets permanently acquired (including standing crops, trees, houses); any other damage caused by such acquisition.

The Deputy Commissioner (DC) determines the market price of assets based on the legislative procedures and in addition to that, pays an additional 200 percent on the assessed market value established by DC Office. Provisions for payment of crop-compensation to tenant cultivators cover under the Act 2017 for the Project-affected persons, but without title to land or ownership record, such as informal settlers/, occupiers, and informal tenants and leaseholders (without registration document) are not titled for compensation and does not ensure replacement market value of the property acquired.

The Act 2017 has provision for providing compensation to the affected titled affected people for this Project for land acquisition.

2. AIIB Policy

AIIB has a policy in the form of "Environmental and Social Standards (ESS)" for the purpose of addressing issues relating to environmental and social sustainability as AIIB considers it as a fundamental aspect of achieving outcomes consistent with its mandate to support infrastructure development and enhance interconnectivity in Asia. The objective of this overarching policy is to facilitate achievement of these development outcomes, through a system that integrates sound environmental and social management into Projects.

AIIB has three associated environmental and social standards (ESSs), which set out more detailed mandatory environmental and social requirements relating to the following:

- ESS 1: Environmental and Social Assessment and Management (ESS 1);
- ESS 2: Involuntary Resettlement (ESS 2);
- ESS 3: Indigenous Peoples (ESS 3).

AIIB carefully screens each and every project to determine whether or not it instigates any involuntary resettlement due to the project interventions. This includes both physical and economic displacement, as defined in the Environmental and Social Standards (ESS) 2: 'Involuntary Resettlement' under AIIB's Environmental and Social Framework (Approved Feb 2016; Amended Feb, 2019).

ESS 2 clearly acknowledges that there are cases where no alternatives can be found to avoid involuntary resettlement. In such cases, AIIB requires the Client to ensure that resettlement activities are conceived and carried out as sustainable development programs. The Client is required to provide sufficient resources to ensure that the people who are made to face involuntary resettlement share the benefits of the project.

In case of any involuntary resettlement, the Client is required to prepare a Resettlement Planning Framework and/or Resettlement Plan (RP) that it is proportionate to the extent and degree of impacts of a project. The degree of impacts is determined by (a) the overall scope of displacement – both from economical and physical standpoint, and (b) the extent of vulnerability of the PAPs. A wider analysis of social risks associated with the project and their impacts is complemented by the RP for a comprehensive Environmental and Social Impact Assessment (ESIA) of the project. The RP for a project set put the principles to be followed to ensure that impacts associated with involuntary resettlement, including but, not limited to– any land acquisition from, the land use rights changes of, any displacement of, and the need for livelihood restoration of the PAPs are mitigated so as to ensure Project Affected People (PAP) are no worse off and where possible their lives are improved as a result of the resettlement.

As specified in the Environmental and Social Framework (2019), AIIB recognizes that a considerable part of the population in the countries in which the Bank operates live without land title or recognized land rights. AIIB ESS2 on Involuntary Resettlement recognizes people without land title or legal rights to land are eligible for compensation. AIIB ESS2 on Involuntary Resettlement requires the Client to ensure that these people receive resettlement assistance and compensation for loss of non-land assets; the procedure to ensure such would have to be in accordance with the cut-off dates established in the RP for the project. Additionally, the Bank requires the Client to include these people in the resettlement consultation process.

3. Resettlement Principles Adopted by the Project

Based on the national regulatory framework and the AIIB's Involuntary Resettlement ESS 2, the project implementation will be guided by the following safeguards principles.

- Adverse impacts arising from project design, planning and implementation including involuntary resettlement would be avoided, minimized, and mitigated by exploring design alternatives.
- Project related information including entitlements to affected persons will be disclosed in a timely manner and will be made available in places easily accessible to them and in local languages.
- Consultations will be carried out with the affected persons and their communities to elicit their views and suggestions on project design and implementation procedures, and to ensure their participation in project planning, implementation, and monitoring.

- Permanent and temporary loss of crops, standing trees and commercial trees due to project constructions will be compensated at replacement cost as determined by the Property Assessment and Valuation Committee (PAVC) to be established by the executing agency.
- Civil construction works will be scheduled for off-farming seasons to minimize adverse impacts on crops and cultivations. If unavoidable, affected persons will be compensated at replacement cost for their loss of production and incomes.
- Vulnerable persons/households and persons affected by land acquisitions will be provided with special assistance as per the entitlement matrix of the resettlement plan.
- All entitlements and compensation will be paid to the affected persons prior to the commencement of the civil construction work.
- Livelihoods and incomes of all displaced persons will be restored and improved.
- Affected households will be eligible for compensation, irrespective of tenure status, social or economic standing, and any such factors that discriminate against achievement of the resettlement objectives. Lack of legal rights to lost assets, tenure, social or economic status will not bar the affected households from entitlement to compensation and assistance.
- A grievance redress mechanism will be established at different levels from construction sites to the executing agency level to receive and resolve any grievances from affected persons, and to be resolved within a reasonable time frame.
- Contractual agreements with construction companies will ensure that contractors adopt adequate safety measures, and avoid accidents and disturbances causing from noise, dust, access restrictions etc. A resettlement plan will be developed incorporating affected persons entitlements, compensation procedures, plans for livelihood and income restoration and improvement, grievance redress mechanisms, etc. will be disclosed in an accessible place and in a form and language(s) understandable to the affected persons and other stakeholders.
- Compliance with the safeguards policies and principles by the executing agency and the outcomes and impacts of resettlement will be monitored both internally and externally.

E. Mitigation of Adverse Impact

As per the census, the Project will have substantial resettlement impacts. The compensation entitled for the loss of land at replacement cost and income restoration assistances are detailed in the entitlement matrix of the RP. Special support for affected people belonging to vulnerable groups is included in the Resettlement Plan.

The APs will be entitled to-

- compensation for the loss of land, crops/trees at their market value;
- assistance for loss of wage income;

This will ensure that persons affected by land acquisition will be eligible for appropriate compensation and or resettlement assistance. Persons having no legal title but using the land under acquisition, if vacated for the Project purposes, would be provided with compensation and resettlement assistance for structures and shifting/reconstruction allowances.

Households having customary rights to land for instance sharecroppers are also covered under the RP resettlement framework. The resettlement activities of the Project will be carried out in consultation with the APs and all efforts will be made to minimize disruption during implementation. AP preferences will be taken into account in relocating and resettling the affected persons.

An entitlement matrix has been prepared on the basis of currently known impacts by the IoL, Census Survey of the Project that identified the level of impacts on different resources including land. The

matrix shows the entitlements for each type of losses. In case of additional impacts identified during implementation, the entitlement matrix will be revised through inclusion of compensation and assistance for the additional impacts as per the resettlement policy framework of the Project.

F. Objective of Involving INGO/ Consulting firm

The primary objective of involving an INGO/ Consulting firm by PGCB is to carry out implementation activities and strengthening of delivery capabilities of the employer at the field level to implement the Resettlement Plan (RP). The INGO/ Consulting firm will build up a team with trained field workers to provide necessary institutional support to the employer in identifying, informing and mobilizing all APs during the RP implementation. They will ensure that all eligible APs receive their respective entitlement and can resettle properly in terms of acquiring agricultural land and other properties. The INGO/ Consulting firm will coordinate with the Employer, Deputy Commissioner and Supervision of Consultants on a regular basis to discuss progress and constraints in the RP implementation process. In case of raising any critical issue not covered by the provision of the RP, the INGO/ Consulting firm can make necessary recommendations consulting with the representatives of different committees (PVAC, GRC and JVC) to solve it.

G. Scope of Work and Responsibilities

The responsibility for the effective, timely and efficient execution of the resettlement activities will lie with the INGO/ Consulting firm. The INGO/ Consulting firm will be responsible to the Project Director for payment of entitlement and relocation as applicable of the APs based on Cash Compensation under Law (CCL) would be made by concerned DCs within short period of time of signing the contract.

The general scope of work for the selected INGO/ Consulting firm will include:

Logistics:

- Recruitment, deployment and training of the staff of HQ and field;
- Setting of office, equipment and implementation tools.

Consultations of Affected People

- Information and communications campaign;

Support in Compensation Payments and Resettlement Benefits:

- Carry out additional census and IOL (including tower footing compensation), if required for verification;
- Identification of entitled persons (EPs);
- Preparation of EP file, entitlement card and payment statement;
- Assist in collecting CCL;
- Computerization of DC Office data (calculation sheet, DC Award, share determination);
- Preparation of supplementary LAP during implementation for any “left out” land/plots or disputed area required for Project implementation;
- Disbursement of resettlement benefits;
- Collection of documents and photographs during payment of any type of compensation (e.g., tower footing, land, crop etc.)

Assistance in securing land

- Support APs in the search for alternative land to buy with documentation and negotiation;

Assist to Implement Labor Management Plan (LMP), Stakeholder Engagement Plan (SEP) and Gender Action Plan (GAP)

- INGO/ Consulting firm will assist to implement Labor Management Plan (LMP), Stakeholder Engagement Plan (SEP) and Gender Action Plan (GAP);

Assist to Implement Environmental Plan as well as Biodiversity Assessment and Monitoring

- INGO/ Consulting firm will assist to implement Environmental management Plan as well as update Biodiversity Assessment report and monitoring of the project;

Participation in Grievance Redress Committee (GRC):

- participation in grievance redress committee (GRC);

Monitoring of RP implementation

- Preparation of monitoring and supervision reports to IA as agreed in the contract.

The general tasks and responsibilities for the selected INGO/ Consulting firm in all the stages of the process for RP implementation; preparatory stage, implementation stage, monitoring and evaluation stage will be as follows:

1. Preparatory Stage

Carry out a census or verify IOL: the INGO/ Consulting firm will carry out, where needed, additional census and/or verify existing IOL for compensation purposes. In case new areas are to be acquired, the INGO/ Consulting firm will have to carry out census for additional areas.

Creation of Inventory of Losses (IOL):

- Collection and computerization of Land Acquisition (LA) & Tower footing compensation inventory, joint verification data, payment of cash compensation under law data and resettlement benefit payment data, and reconciliation of all these;
- Creation of an electronic database of inventory of losses and dislocations.

Preparation/updating of EP file: Prepare the entitled persons' files bringing together all her/his losses or update on a regular basis.

Preparation/updating of entitlement card: Prepare or update 'entitlement card' for the individual EPs as per their types of losses and the amount of compensation due for each type of losses from legal title and the amount of Resettlement Benefit to be paid by PGCB.

Information campaign: Design, plan and implement an information campaign in the Project affected areas to ensure Affected Persons (APs) are aware of their entitlements and assistance measures and how to avail them. The campaign would include activities, such as, translating the information booklet in Bengali and distributing information booklets, leaflets, notices among the APs. Besides, INGO/ Consulting firm will be carrying out public consultation meeting, public announcements, and any other measures necessary to provide information to all APs in the Project area. The campaign should also inform APs on the Grievance Redress Mechanism and its procedures.

Information dissemination and feedback: Assist PGCB and the local representatives in organizing consultation and recording the outcome of the meetings. Ensure dissemination of information on the Project and resettlement policy to the Project-affected persons and others (community groups, local administration, etc.), who are instrumental in effective and transparent implementation of the RPs.

Support PGCB in the establishment of the Grievance Redress Committee, Joint Verification Committee, and Property Valuation Advisory Committee (GRC, JVC and PVAC): The INGO/ Consulting firm should support PGCB in setting up the GRC, JVC, PVAC and provide advice to ensure its smooth implementation.

2. Implementation Stage

Identification of entitled persons (EPs) and issuance of ID card: Assist PGCB field personnel in identifying and issuing ID cards to the entitled persons identified as per Resettlement Framework (RF) duly certified by the UP members.

Preparation/updating of payment statement: Prepare and/or update payment statements for individual EPs as per their types of losses and the amount of compensation due for each type of losses from legal title and the amount of resettlement benefit paid by PGCB.

Disbursement of resettlement benefit: Process payment of additional benefits based on the price approved by MoPEMR following recommendation of PVAC and ensures that all resettlement benefits are paid accordingly.

Participation in Grievance Redress Committee (GRC): Support the establishment of the grievance redress mechanism. Build personal rapport and confidence with the Affected Persons (APs) and ensure that they are fully aware of the grievance redress procedure and the process of bringing their complaints to the GRCs. Investigate the accuracy of the complaints and try to settle them amicably, fairly and transparently before they go to the redress committee or the court of law. Assist GRC in settling the dispute and prepare minutes of the GRC meetings and communicate the decisions to the parties involved.

Assistance to EPs in the process of resettlement: The EPs and their losses will be identified and recorded in EP file. The EPs will be informed of the resettlement benefits adequately. Payment of entitlement will be processed and assisted in collection of those. They should be guided in relocating and investing the compensation and resettlement benefit in an appropriate manner.

3. Monitoring and Evaluation Stage

Monitoring tools for implementation progress: Prepare monitoring tools covering RP implementation issues as follows to monitor the progress:

- Land Acquisition (LA) progress;
- LA compensation payment (CCL) progress;
- Compensation payments (BR) progress;
- Tower Footing compensation progress;
- Preparation and distribution of Bengali version of brochures and booklets/ leaflets; and
- Awareness level of the stakeholders including the APs by different awareness programs.

Monitoring and supervision: Generate progress reports for real-time monitoring of RP implementation progress using user-friendly menu driven software. The software will simultaneously be operated by the RU, INGO/ Consulting firm the construction supervision contractor, as well as by PGCB, so that all the organizations are aware of the progress and problems instantly. Monitoring and supervision will include the following:

- Implementation progress;
- Utilization of manpower input;
- Internal coordination meetings; and
- Meeting between client and INGO/ Consulting firm.

Progress Reporting: The RP requires that all EPs are paid the stipulated compensations/entitlements before they are evicted from the properties and/or construction work begins. The INGO/ Consulting firm will provide monthly report to PGCB on the progress in RP implementation, including any issue that might be hindering progress, separately for each civil works contract. The INGO/ Consulting firm

will design tabular and other formats appropriate for reporting on the above information. To the extent possible, the Tables will have to be pre-programmed in the menu-driven MIS and the quantitative reports will have to be generated directly. The report will contain the following together with the progress reporting:

- a) A clear and complete account of work performed in each Project component;
- b) Work plan for the next reporting period;
- c) Status of funding and expenditure; and
- d) Identification of any problems encountered or anticipated that would affect the completion of the Project within the time and money constraints set forth in the agreement, together with recommended solution to such problems.
- e) Update ESIA Report (If required)
- f) Preparation of Quarterly Environmental & Safeguard Report

Technical services: Prepare software for reconciliation of data bases, create database, prepare software for EP file and EC or their updating, calculating and processing payment, progress and performance and participatory monitoring. In this regard, a computerized Management Information System (MIS) will be developed by the INGO/ Consulting firm for the use of PGCB and AIIB Review team.

Other activities outside the RP implementation: Public Awareness on Health and Social Risks and Impacts associated with construction of sub-stations and towers.

The INGO/ Consulting firm will be responsible for carrying-out Public Awareness on Health and Social risks and impacts associated with construction of sub-stations and towers the area of influence of the project (which goes beyond people affected by resettlement activities). These activities go beyond the scope of the RP implementation. They include:

- a. Conduct at least 4 STD and human-trafficking gender segregated awareness sessions.
- b. The target is to have at least 100 community members (with 40% women) living around the sub-stations participate in Public Awareness Campaigns; and
- c. At least 4 STD and human trafficking preventative awareness billboards and signs are set up in strategic places along the sub-stations during and after construction.

H. RP Implementation Period

Implementation of the RP will begin prior to the commencement of construction/engineering works. A total of 24 months is planned for the implementation of RP. The implementation work will be scheduled to start when possible and will continue till the end of the implementation within the scheduled date of time period.

I. Activity Schedule

The INGO/ Consulting firm will be engaged by the implementing agency (IA) *i.e.*, for a period of 36 months from the date of commencement of service. The selected INGO/ Consulting firm will assist IA in implementing the tasks set out in Table A2. Using the estimated man-months (Table A3) the INGO/ Consulting firm should show the duration of their services and total time in weeks as per requirement of the services.

Table A-2: Activity Schedule for Implementation of RP

SN.	Activities	Duration	Total Time (Weeks)
1	Recruitment, training and Assist in collecting CCL deployment		
2	Census/Additional LAP, if needed		
3	Information campaign		
4	Identification of EPs		
5	Technical services		
6	Preparation of EP file		
7	Preparation of EC		
8	Preparation of Payment statement		
9	Payment of Resettlement Benefit		
10	Participate in GRCs, JVC and PVAC		
11	Support APs in search of alternative land		
12	Awareness and information sessions on STI,		
14	Assist EPs in the Process of Resettlement		
15	Monitoring and Supervision		

Support to be Provided by the IA

The implementing INGO/ Consulting firm /will be provided with the Resettlement Plan, and a map showing locations of Project and mouza maps.

Accounts and Records

The INGO/ Consulting firm shall keep accurate and systematic accounts and records in respect of the services in such form and detail as are customary in its profession and sufficient to establish accurately that the remuneration and reimbursable out-of-pocket expenses have been duly incurred. Thus, the INGO/ Consulting firm shall collect the documents, photographs, and/or other records during any type of compensation (e.g., tower footing, land, crop etc.). The INGO/ Consulting firm shall permit duly authorized representatives of the Client, to inspect and make an audit of all such documents, accounts and records in connection with payments made in accordance with this contract.

Ownership of Documents and Equipment

All reports, documents, correspondence, draft publications, maps, drawings, notes, specifications, statistics, work product in any form and, technical data compiled or prepared by the INGO/ Consulting firm and communicated to the Client in performing the services (in electronic form or otherwise and including computer-disks comprising data) shall be the sole and exclusive property of the client, and may be made available to the general public at its sole discretion. The INGO/ Consulting firm may take copies of such documents and data for purpose of use related to the services under terms and conditions acceptable to the client but shall not use the same for any purpose unrelated to the services without the prior written approval of the client. All computer program developed by the INGO/ Consulting firm under this contract shall be the sole and exclusive property of the client; provided, however, that the INGO/ Consulting firm may use such programs for their own use with prior written approval of the client.

Equipment and materials furnished to the INGO/ Consulting firm by the client or purchased by the INGO/ Consulting firm wholly or partly with funds supplied or reimbursed by the Client hereunder, shall be the property of the client. Equipment or materials brought into by the INGO/ Consulting firm and the personnel and used either for the Projector personal use shall remain the property of the INGO/ Consulting firm or the personnel concerned, as applicable.

Monitoring and Evaluation of INGO/ Consulting firm Work

In order to monitor progress of INGO/ Consulting firm work in RP implementation, an appropriate monitoring format should be prepared with score/weight against each activity and sub-activities. User-friendly menu driven software should be used to generate progress reports for monitoring the progress regularly. The software will be simultaneously operated by the RU and INGO/ Consulting firm and the construction supervision consultant so that all the organizations are aware of the progress without delay.

Proper orientation to the PGCB staff members is to be given so that they can supervise the INGO/ Consulting firm activity appropriately from the very beginning and operate the menu-driven MIS to remain updated about the progress and problem. CCL payment records should be collected from DC office regularly and be compared with the payment data of the INGO/ Consulting firm so that the progress achieved, mistakes made, if any by the stakeholders in the process of RP implementation are checked and verified instantly. Before making payment of entitlement, land schedule and census data will be compared with the payable amount, to avoid mistakes or fraud.

Criteria for measuring performance of INGO/ Consulting firm staff: There are number of actions needed in collecting CCL and grants. The INGO/ Consulting firm operatives will investigate the steps completed so far in collecting compensation for a particular plot. Data collected through Focus Group Discussions in this connection will be processed in a computerized system to monitor the progress in CCL and grant collection by the EPs. Performance evaluation of the INGO/ Consulting firm operatives, especially the field staff will be judged by that progress. Production and application of RP implementation tools, payment of grants and resettlement of APs should also be the basis for calculating INGO/ Consulting firm performance.

The INGO/ Consulting firm will develop monthly progress reporting format as per the requirement of the AIIB and PGCB. Based on the quantitative reports generated through the above- mentioned computerized system monthly progress report by INGO/ Consulting firm will be prepared and submitted to the RU and PGCB. The INGO/ Consulting firm will ensure the following issues in implementation of the RPs in addition to the above.

Coordination

The INGO/ Consulting firm will meet regularly with the PGCB to discuss progress and constraints on activities during the previous month. Actions to be taken and the key actors for the tasks concerned will be identified as tasks assigned from respective agencies. In case, any items are not covered by the RP, the coordination meeting should come up with recommendations, which should be approved and implemented through executive order of the PGCB.

Payment of service charges: Bills for the INGO/ Consulting firm services will be paid as per the progress achieved during the preceding month.

Criteria for INGO/ Consulting firm Selection

- The INGO/ Consulting firm to be selected must have proven experience in following tasks of Resettlement Planning and implementation:
- The INGO/ Consulting firm shall have the demonstrated capacity to mobilize the required trained and experienced field staff.
- The INGO/ Consulting firm shall have the experience in implementation of large Resettlement Plan like the present Project.
- The INGO/ Consulting firm must have at least ten years of working experience in the implementation of resettlement and land acquisition under externally funded development program.

- The INGO/ Consulting firm must be registered under the Social Welfare Department or under NGO Affairs Bureau or Joint Stock Company.
- The INGO/ Consulting firm must present certificate/s from the concerned Government department/agency to verify its satisfactory performance in resettlement social/census surveys, planning and implementation of Resettlement Plan, monitoring and evaluation through effective management information systems and preparation of analytical reports that meet the standards of co-financiers.
- The INGO/ Consulting firm shall have to present audit report for the past three years.

Staffing

The INGO/ Consulting firm must be able to present evidence of sufficient experienced and trained qualified manpower to be mobilized to this end. The INGO/ Consulting firm shall have to provide staff input to carry out the works under this Terms of Reference. The man-months and designation of the staff shall have to be as stated in table below. The INGO/ Consulting firm should show the duration of their services and limit as per requirement in consultation with the civil works contract. If settlement of legal issues on land acquisition requires longer time, the INGO/ Consulting firm may have to demobilize for a period as per the request from the executing agency in writing.

Table A-3: Man-month and Designation of the Staff

Item No.	Position	Number of Staff	Estimated man month
A. Key Staff			
1	Team Leader/ Resettlement Specialist	1	18
2	Deputy Team Leader/Social Development Specialist	1	18
3	Environment Specialist	1	6
4	Gender Specialist	1	6
5	MIS specialist	1	12
Sub-total		5	60
B. Non-Key Staff			
1	Area Manager	1	24
2	Resettlement worker	6	108
Sub total		7	132
Total		12	192

J. QUALIFICATIONS AND EXPERIENCE OF KEY STAFF

Table A4 presents a general description of key staff including qualification and minimum required experience.

Table A-4: Qualification of the Key Staff and Minimum Required Experience

Position	Academic Qualifications	Minimum Years of Experience	Specific Experience
Team Leader/Resettlement Specialist	MSS in Social Science	15	Experience in planning and implementing resettlement program and in (i) leading and supervising multidisciplinary teams engaged in socioeconomic development activities; (ii) multidisciplinary action research/surveys; and thorough knowledge of (iii) Bangladesh land administration system and land acquisition laws; (iv) process and function arise involved in land administration and acquisition; (v) report writing capability; and ability to demonstrate personal

Position	Academic Qualifications	Minimum Years of Experience	Specific Experience
			integrity and create a transparent and accountable work environment.
Deputy Team Leader / Social Development Specialist	MSS in Social Science	10	Experience in (i) leading and supervising multidisciplinary teams engaged in socio economic development activities; (ii) ability to conduct methods; and thorough knowledge of (iii) Bangladesh land administration system and land acquisition laws –specifically the property valuation process; (iv) the process and functionaries involved in land administration and acquisition; and (v) report writing capability.
Environmental Specialist	Minimum Post-graduate in Environmental Science/ Graduate in Civil Engineering	10	Experience in preparation, implementation of EMP and preparation of Safeguard Compliance Report according to AIIB's ESF. Personnel has strong background of ecology/ biodiversity to assess, monitor and revise the BMP as needed due to the predictable impacts on eco-sensitive areas.
Gender Specialist	MSS/MA/ M.Sc.	10	Thorough knowledge of gender issues and their implications in development Projects; research and work experience relating to gender issues; and knowledge of techniques and their applications in mobilizing community participation in development programs.
MIS Specialist	MSS/MSc in Social Science/ Statistics/ Computer science	5	Working experience and knowledge of software, preferably relational, those are most commonly used in Bangladesh; demonstrated ability to design and implement user friendly menu-driven MIS (s) for monitoring progress and generate reports as and when necessary.