

Government of Nepal  
Ministry of Local Development  
Department of Local Infrastructure Development and  
Agricultural Roads  
**Project Coordination Unit (PCU)**

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Rural Reconstruction and Rehabilitation Sector  
Development Program (RRRSDP)

Project Number: 40554

ADB Grant Number: 0093

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# MONTHLY PROGRESS REPORT NO. 6

June 2009

Submitted to:

**Project Coordination Unit (PCU)**

Project Office: Ekantakuna, Jawalakhel,  
Lalitpur, Nepal

email: [info@rrr.gov.np](mailto:info@rrr.gov.np); [rrrsdp@dolidar.gov.np](mailto:rrrsdp@dolidar.gov.np)

Website: [www.rrr.gov.np](http://www.rrr.gov.np); [www.dolidar.gov.np](http://www.dolidar.gov.np)

Tel: 977-1-5536690/5536691

Fax: 977-1-5531119

Submitted by:

**Central Implementation Support Consultant (CISC)**

**(JV Consultant: SKAT in association with ERMC-MULTI)**

E-mail: [cisc.rrrsdp@gmail.com](mailto:cisc.rrrsdp@gmail.com);

Tel: 977-1-5537075/5536690/5537074

July 2009

## **MONTHLY PROGRESS REPORT**

### **(For the Month of June 2009)**

#### **1. INTRODUCTION**

The Government of Nepal (GoN) with the grant assistances of Asian Development Bank (ADB Grant 0093 NEP signed on January 14, 2008), Department for International Development (DFID Grant signed on November 14, 2008), loan assistance of OPEC Fund for International Development (OFID Loan 1185 P signed on April 21, 2008), technical assistance grant of Swiss Agency for Development & Cooperation (SDC TA grant agreement signed on May 11, 2009), counterpart fund of GoN and beneficiaries contributions has been undertaking the Rural Reconstruction and Rehabilitation Sector Development Program since January 2009. The project period covers until end of December 2011 and the total cost of the project is USD 106.8 million (revised November 2008).

#### **2. BRIEF PROJECT BACKGROUND**

The overarching goal of the project is to reduce the poverty. In order for achieving that goal the program has designed its objectives to improve connectivity, enhanced economic and employment opportunities and to ensure increased access to market and social services of rural communities.

The project outputs include (i) improved rural roads; (ii) developed and improved community-based supplementary rural infrastructure; (iii) enhanced equity, employment, and income opportunities for the poor and disadvantaged; (iv) strengthened institutional capacity of Ministry of Local Development (MLD), Department of Local Infrastructure Development and Agricultural Roads (DoLIDAR), District Development Committees (DDCs), and communities; and (v) improved project management.

Hardware components include reconstruction or rehabilitation as outputs for improvement/upgrading of 859 km of rural roads in 20 core districts. Local road building groups (RBGs) will be engaged for new construction and for LEP approach. And contractors will be engaged for specialized, more technically complex works like bridge, heavy structures, drainage and road pavement works.

Besides, a cumulative 1,319 meters in about 50 motorable bridges will be constructed for all-weather roads. The project will also construct 1360 community infrastructures such as school infrastructure, social and market facilities, micro-irrigation, foot trails inclusive of 130 trail bridges in 20 core districts (out of which 96 numbers in 13 districts already decided with support from TBSU) and 591 rural water supply and sanitation (RWSS) schemes in 38 districts.

Software component requires beneficiary's participation integrating poor, minorities, marginalized and disadvantaged people with inclusion as the basic condition of this project in line with the national policy that supports deprived and poor community development and their empowerment.

It aims to promote RBGs (the labors involved in road construction by using LEP approach) into SHGs (as maximum as possible) by giving education for capacity enhancement, demand-driven skills training, and support for income generating activities (IGA). The IGA training will cover areas such as agriculture and livestock, forestry and soil conservation, micro-enterprise and skills development, and social (health and literacy) awareness and legal rights. The project will also assist to link communities to government line agencies, financial institutions and other service providers. However this effort would not be made by the project for the labors working for contractors for several reasons and owing to various boundary conditions out with the project's control.

This project specifically targets for building on institutional capacities for implementation of rural infrastructure projects and O&M; enhancing fiduciary management and social safeguard compliance; and developing integrated framework for donor harmonization.

As part of the project management services (PMS) a fully staffed Project Coordination Unit (PCU) has been established under the Department of Local Infrastructure Development & Agricultural Roads (DoLIDAR) umbrella for the project. PCU, assisted by Central Implementation Support Consultants (CISC) and Individual Consultants (ICs), provides coordination and guidance for all facets of project implementation, including engineering, safeguards (environment, social, and resettlement), financial management, and procurement.

Similarly a District Project Office (DPO) headed by the DTO Chief has been established under the umbrella of DDC in each of the 20 core project districts. Here again DPO assisted by the District Implementation Support Team (DIST – Consultant) (a) prepares annual work programs; (b) finalizes detailed subproject designs; (c) ensures compliance of all safeguard measures; (d) supervises entire construction activities; (e) organizes community level training and public hearing and social auditing; and (f) arranges procurements.

In similar manner RRRSDP has provided a team of Individual Consultants (ICs: one water supply engineer, a sub-engineer, and an assistant sub-engineer: plus hiring of social mobilizers is being processed by PCU) in each of the 18 DRILP districts to implement supplementary infrastructure subprojects (rural water supply and sanitation only) and works with the existing DPOs of DRILP in which the above said RWSS ICs are attached.

### **3. CENTRAL IMPLEMENTATION SUPPORT CONSULTANT (CISC)**

The CISC consulting services for supporting the PCU/RRRSDP (called the Client) was awarded to the joint venture company of SKAT Swiss Resource Centre and Consultancies for Development, Switzerland in association with ERM (P) Ltd., and MULTI Disciplinary Consultants (P) Ltd., Nepal (collectively called JV Consultant) on a time based contract to provide consultancy services to the Client with required expertise/professional inputs/skills and technical resources. The agreement by and between the Client and the JV Consultant was signed on November 24, 2008.

CISC assists the central implementing agencies - PCU under DoLIDAR and district implementing agencies - DPOs/DISTs, DTOs and DDCs by providing efficient and effective managerial/technical supports & backstopping in the implementation of the project. The JV Consultant inputs cover expertise related to engineering, construction supervision, quality control & assurance, social, environmental and resettlement associated supports, training and capacity building, planning, monitoring & evaluation, and project management.

Specialized inputs that cover resettlement, procurement and financial management are being provided by three Individual Consultants (ICs) directly hired by RRRSDP/PCU since March 2008. The fourth IC hired then as environmental management specialist resigned on January 19, 2009.

### **3.1 Scope of the Consulting Services**

In accordance with the Terms of Reference (ToR) for consulting services, the scopes of works are presented briefly as below.

- (a) CISC team provides technical and managerial support to:
  - i. deliver the planned outputs & outcomes on schedule,
  - ii. backstop the implementing agencies at the district level,
  - iii. ensure the compliance with safeguard policies (related to social, environmental & resettlement),
  - iv. meet the reporting requirements of GoN and ADB, and
  - v. enhance institutional capacities of the central and local institutions involved in rural infrastructure sector.
- (b) CISC is going to establish a comprehensive management support system, a project institutional framework and necessary administrative & management procedure to achieve the project objectives and meet the requirements of GoN and ADB.
- (c) Besides it will carry out works to updating DRILP Project Procedure Manual (PPM) and for defining flowcharts, specifications, standards, methodologies, procedures, guidelines, forms & formats and documentations for all key aspects of project implementation.
- (d) CISC will coordinate the district implementing agencies in the process of-
  - i. preliminary assessment (feasibility/walkover surveys) and prioritization of subproject,
  - ii. technical, environmental, social and economic studies including baseline surveys of prioritized subprojects, and
  - iii. detailed survey, design and estimates as well as environmental mitigation plan, social action plan, and resettlement plan for the subprojects.
- (e) CISC through the IC-Procurement will assist in the preparation of procurement plans (including review of specific packages) based on work programs of PCU and district implementing agencies and guide them with standard procedure and formats for the procurement of works, goods, and services under the project in accordance with LBFAR, GoN procurement act and regulations and Grant Agreement.

- (f) CISC through a Planning, Monitoring & Evaluation Consultant (to be hired soon) will assist PCU in establishing Project Performance Management Systems (PPMS) with database system and communication/feedback mechanism for districts to central level.
- (g) Similarly, it will assist and advise DTOs/DPOs to submit project report in the prescribed formats.
- (h) CISC will conduct and facilitate training for central level and district level implementing agencies for capacity building.
- (i) CISC team members shall perform the tasks as prescribed in detailed ToR of Individual Personnel under CISC and any other tasks as required by PCU.
- (j) CISC will have a role of facilitating for coordination for donor community as and when required.
- (k) It will also undertake role of assisting DOLIDAR/PCU to develop the Sector Wide Approach (SWAp) inclusive of its piloting programs as part of SWAp process.

### 3.2 Team Composition

A core team of the JV Consultant in CISC comprises of the following team members:

Consultants/Associates	Person-Months		
	International	National	Consumed as of June 30, 2009
<b>Consultants</b>			
Team Leader (Rural Infrastructure Specialist)	24		1.5
Deputy Team Leader (Construction Engineer)		42	6.5
Social Development Specialist		36	5
Environmental Management Specialist		24	Situation vacant since Jan 20
Rural Water Supply and Sanitation Specialist		42	6.5
Resettlement Specialist		36	PCU directly hired
Rural Infrastructure Engineers (2)		84	13
Regional Social Development Coordinators (2)		60	12
Bridge Specialist		24	2
Financial Management Specialist		24	PCU directly hired
Procurement Specialist		24	PCU directly hired
Rural Development Policy/Aid Effectiveness	9		DFID has taken care of.

Consultants/Associates	Person-Months		
	International	National	Consumed as of June 30, 2009
<b>Consultants</b>			
Unallocated (Technical Audit Specialist, Quality Assurance Specialist, Impact Evaluation Specialist, Training and Capacity Building Specialist, Decentralized Planning and Implementation Specialist, Planning, Monitoring & Evaluation Consultant)		32 (Provisional)	0
<b>Sub-Total</b>	33	428	
<b>Associates</b>			
Resettlement Assistants (3)		90	16
Environmental Assistants (3), ( <i>but hired only one from Jan 18, 2009</i> )		54	5.5
Unallocated (Junior Professionals)		48	6.5

Now CISC's full staff is working in the team (See **Annex A** for details of CISC JV staff).

The vacant position of an Environment Specialist (after the PCU hired IC resigned in January 2009) is to be filled from the JV Consultant as agreed by PCU. It had submitted to PCU a CV of an Environmental Specialist in the first week of May. But as per unofficial information this particular CV has been registered by ADB as resource person. So PCU has indicated that the JV Consultant should propose next candidate.

There are provisions to hire short term specialists in the areas of awareness-building, technical audit, quality assurance, planning/monitoring & evaluation, training & capacity development, decentralized planning & implementation, bioengineering, transport economy, geology and geotechnical engineering, and impact evaluation. The actual expertise will be flexible and dependent on the needs of the project. CISC will make requests for the services in consultation with PCU from time to time.

Er. Hem N. Sharma (Director, ERM) has been working as the Project Facilitator on behalf of the JV Consultant to make overall coordination, liaison and facilitate various administrative requirements of the project.

In addition to the JV Consultant's team in CISC, currently 3 Individual Consultants (ICs) hired directly by PCU have been working in the CISC team in their respective field of expertise (resettlement, finance and procurement). They work under the leadership of the TL. The resettlement IC is being assisted by 3 resettlement associates provided by the JV Consultant.

### Work Responsibilities of CISC's Team Members

The contract defined responsibility and task of the key CISC team members, but not limited to, are depicted in **Annex B** in tabular form of all earlier monthly reports until April 2009, which have been also posted in the website [www.rrr.gov.np](http://www.rrr.gov.np).

For a smooth and efficient implementation and monitoring of RRRSDP activities, the RRRSDP core districts have been clustered as tabulated below as officially approved by PCU since February 2009.

From the CISC team the focal persons of Engineers, Social and Resettlement have been assigned sectoral tasks and responsibilities for providing back up, supporting, supervising, monitoring and reporting as required. This, however, does not limit them their work scope of looking after other districts/clusters as well on an as-needed basis.

<b>Cluster</b>	<b>Name of Core Districts</b>
<b>I</b>	Dadeldhura, Rukum, Rolpa
<b>II</b>	Manang, Mustang, Parbat
<b>III</b>	Kathmandu, Lalitpur, Bhaktapur, Chitawan
<b>IV</b>	Kavre, Sindhupalchowk, Dolakha, Sindhuli
<b>V</b>	<b>V(i)</b> Jhapa, Ilam, Panchthar; <b>V(ii)</b> Morang, Sunsari, Dhankuta

#### 4. DOCUMENTS, REPORTS AND LITERATURE REVIEW

CISC team has completed reviewing of the initial project related documents. Referencing documents, standards and reports and books are also there in its documentation collected/purchased from different sources.

## **5. COMMUNICATION AND COORDINATION**

CISC internal meetings are being regularly held on a weekly or fortnightly basis (seeing the necessity and the field visits), where sharing of information, planning and monitoring progress of works are done. The minutes of meetings are being sent to PCU as well.

It has been agreed with the Project Coordinator that joint fortnightly meetings of PCU and CISC should be organized on regular basis. These meetings have been organized regularly every fortnight and are called Joint Progress Review Meeting.

Information is being gathered from the district about project status, issues, and concerns to implement the project activities through several methods of contacting including field visits. Continuous email communications and telephonic talks are being made. CISC team are also met by the district people while coming to Kathmandu and also meetings with them are organized on such occasions.

Specific issues and their probable solutions are discussed during field visits and reported to PCU through field visit reports. Also the reports of subprojects of different stages (feasibility/walkover survey reports, detailed project reports, monthly progress reports and DIST consultant's Inception Reports) sent by the districts via PCU are regularly reviewed/examined and comments/suggestions together with necessary technical supports to rectify the shortcomings are being given. They are also checked for compliance and/or meeting the RRRSDP criteria. CISC team is progressively doing better in consultations with PCU in order for solving the challenges, issues and constraints on case by case basis. CISC has been proactively providing all the backstopping needed.

## **6. ASSIST PCU IN DAY TO DAY PROJECT MANAGEMENT AFFAIRS**

The CISC team has been assisting PCU to administer day to day project management activities related to coordination and guidance for all facets of project implementation, including engineering, safeguards (environment, social, and resettlement), financial management, and procurement. Further support to PCU in day-to-day management of the project activities will continue, amongst others, to:

- review all kinds of subproject feasibility/walkover reports, detailed project reports (DPR), monthly progress reports to ensure that these are as per the project framework and comply with guidelines, criteria and procedures,
- review multi year rolling plan, yearly plan and other action plans submitted by DPO for project implementation,
- liaison with DTO/DPO and DIST and provide necessary backstopping, guidance and advice,

- prepare Table of Contents (ToC), Terms of Reference (ToR), new norms, specifications and project related guidance, procedures, processes or directives as per RRRSDP,
- monitor budgeting and financial disbursements of the subprojects (through central IC Specialist),
- monitor implementation of environmental mitigation plan (through central IC Specialist),
- monitor implementation of resettlement plan (through central IC Specialist),
- identify problems/issues, evaluate them in consultation with PCU and recommend remedial measures,
- prepare and submit appropriate reports to the DoLIDAR, MoLD, ADB, DFID and SDC,
- assist to maintain liaison with the donor agency,
- participate in technical audits, review missions, mid term evaluation and final evaluation of the project,
- produce the progress reports including completion reports,
- assist PCU in the preparation of Project Brochure (Flier), Newsletters, etc.

#### **7. CISC WORK SCHEDULE**

The Work Schedule comprising of major activities in a logical order has been captured for regular review and for all kinds of reporting (please refer to earlier reports). They are also meant to discuss in the CISC internal team and with PCU for gauging progress by reviewing the Gantt chart in MS Project. The Work Schedule also uses estimates of the duration of various activities and the timings of major events/deliverables. Nevertheless, they are subject to modifications or adjustments and refinement in consultation with PCU as and when situation will demand during the progress of the services.

#### **8. ORGANIZATIONAL AND IMPLEMENTATION FLOWCHARTS**

Preparation of organizational, institutional and implementation flowcharts are not only very vital but also useful for dissemination to all stakeholders and implementers of the project for easiness in grasping and for common understanding about the processes in a systematic manner and about the responsibilities, tasks and activities. These flowcharts also work as basic guidelines to implement the project activities. Therefore CISC team in consultation with PCU made joint efforts in preparing these flowcharts for implementation and retouched other already existing charts of the projects, as necessary. The following flowcharts can be seen in [www.rrr.gov.np](http://www.rrr.gov.np) as **Annex D (D-1 to D-10)** of the April 2009 monthly report. The flowcharts belong to the following headings:

- i. Institutional Arrangement Chart (source: PAM - slightly modified by PCU)
- ii. Project Coordination Unit (PCU) Organization Chart (Source: PCU)
- iii. Central Implementation Support Consultant (CISC) Organization Chart

- iv. Rural Road (RR) Implementation Flowchart
- v. Rural Water Supply & Sanitation (RWSS) Implementation Flowchart
- vi. Involuntary Resettlement Flowchart: Land Acquisition Process
- vii. Involuntary Resettlement, Planning and Implementation Flowchart
- viii. Environmental Assessment Flowchart (Source: PAM)
- ix. Social Implementation Flowchart
- x. Procurement of Works & Goods Flowchart

## 9. KEY ACTIVITIES OF JUNE 2009

The following key activities were done in this reporting month of June 2009:

- Final Project Procedures Manual (PPM) has been submitted by PCU to MLD for approval.
- PCU is in the process of recruiting 4 Social Mobilizers and 4 Assistant Sub Engineers in 16 core districts as individual consultants.
- Multi-Year Rolling Plan finalized after PCU comments.
- RRRSDP Guidelines for Zone of Influence (Zoi) Households Survey, preparations of Social Action Plan (SAP), Gender Action Plan (GAP), and Indigenous People Development Plan (IPDP) and Baseline Survey (BS), and similarly Guidelines on the Formation Process of Road Building Groups (RBGs) for road subprojects prepared in English translated in Nepali again by CISC and circulated to all to core districts by PCU after review and finalization.
- PCU sent official directives to all core districts to establish Special Fund for Maintenance (to cater all kinds of district level infrastructures) first and then District Rural Road Maintenance Fund (DRRMF), District Rural Road Maintenance Committee (DRRMC), and Road Maintenance Users Committee (RMUC) for maintenance of roads in the district as a whole as per DoLIDAR's Rural Road Maintenance Directive (RRMD-2064) as required by PAM/RRP.
- Similarly a need of establishment of RWSS O&M (Operation & Maintenance) for RRRSDP subprojects as per the RRRSDP Guideline 2009 will be also sensitized (as establishing becomes necessary once the subproject begins).
- Table of Content (ToC) for Detailed Project Report (DPR) preparation of a road subproject finalized with PCU and then PCU circulated to all 20 core districts for commonality and uniformity.
- There area 241 requests for RWSS subprojects from 38 districts. Out of which until now PCU has approved 37 for implementation.
- Prepare/draft WSS pipes and fittings specifications and specifications for RWSS construction for submission to PCU.
- Out of 17 districts for implementation of Trail Bridges, 13 districts (DDC) have signed Memorandum of Understanding with DoLIDAR. PCU has approved 82 trail bridges for construction.

- Carry out reviews of Feasibility/Walkover Survey Reports and Detailed Project Reports of various subprojects continued.
- Trainings on social and resettlement for various processes relevant to DPR preparation of road subprojects planned for conducting in clusters to start from early July (in Jhapa, Dhanakuta, Lalitpur, Rolpa and Parbat).
- Training on preparation of Multi-Year Rolling Plan (MYRP) based on Central MYRP and instruction on the use of PPM will be initiated in various districts from July.
- Technical guidelines preparation on bridge and road will be also initiated.
- Participation in the meetings (SWAp, RRF, RRRSDP Joint Progress Review & Coordination Meetings of Donors/PCU, etc).
- There are 20 guidelines and manuals prepared by CISC/PCU, these have been referenced with proper numbering and documentation, which has been approved by PCU.

## **10. CISC OUTPUTS FOR THE PERIOD OF JUNE 2009**

The CISC outputs as a result of the various activities of the reporting period have been presented below:

### **10.1 General Outputs Common to All CISC Sectors (June 2009)**

1. Reviewed and comments sent (by all sector focal persons) on the Feasibility/Walkover Survey Report of:
  - Shaktikhor – Darechowk road subproject, Chitawan
  - Virkot-Sahare-Hawa road subproject of Dolakha.
  - Kamerebhanjyang – Dhapchauki road subproject, Sindhuli.
  - Pathari – Dainiya – Sikati road, Morang
  - Haripur – Shripur – Kumiyahi road (5+175 – 8+675),
  - Baguwa – Pyutar – Ashrang road, Lalitpur
  - Bagbazaar – Bagrkot road, Dadeldhura
  - Budar – Jogbuda road, Dadeldhura
  - Jogbuda – Lipna road, Dadeldhura
  - Chyamasing – Nala road, Bhaktapur
2. Review process for preparing RRRSDP Technical Guidelines initiated.
3. Updating status of Trail Bridges
4. Reviewed and commented DIST Inception Report of Ilam and Mustang

## **10.2 Rural Road (RR) & Supplementary Infrastructure (except RWSS/TB) Engineering Outputs (June 2009)**

1. Collecting maps showing the location of road alignment.
2. Comments on Inception report of RRRSDP-Mustang district (June, 2009)
3. Review of draft table of content of DPR, RRRSDP and provided feedback comments.
4. Prepared CISC meeting minutes #7.
5. Prepared/updating progress status of rural road sub-projects and its presentation during PCU/CISC joint review and planning meeting
6. Supported and backstopped DISTs of Jhapa, Ilam, Panchthar, Morang, Mustang, Manang, Bhaktapur, and Rolpa on various technical matters.

## **10.3 Rural Water Supply & Sanitation (RWSS) Outputs (June 2009)**

1. Standard Monthly Progress format for reporting on RWSS sub project developed in consultation with PCU and PCU circulated to all 18 non core districts.
2. Checking and review with comments of RWSS DPR relieved from the following districts:
  - a. Okhaldhunga – Ketuke-Birpani WSS Sub-Project.
    - Laharni WSS Sub-Project
    - Unbu WSS Sub-Project
    - Chyanam WSS Sub-Project
    - Laharni- Bijayatar WSS Sub-Project
  - b. Jumla -- ODI WSS Sub-Project
  - c. Kavre -- Bangthali WSS Sub- Project
  - d. Bhaktapur -- Sipadol WSS Sub-Project
  - e. Baglung -- Resha-Jireti WSS Sub-Project
  - f. Sindhuli -- Deurali – Siddhatar WSS Sub-Project
    - Aanabhadure WSS Sub-Project
    - Ghoksila WSS Sub- Project
  - g. Baitadi -- Allebagar WSS Sub-Project
    - Thulo Khola WSS Sub-Project
  - h. Rolpa -- Feasibility Report of Tallo Khola WSS Sub-Project
  - i. Dhankuta -- Aankhi Salla WSS Sub-Project
    - Murti Dhunga WSS Sub-Project
  - j. Darchula -- Hikila WSS Sub-Project
  - k. Parbat -- Tribeni WSS Sub-Project 1and 2
  - l. Rukum -- Jhula WSS Sub-Project
  - m. Mugu -- Masta-Bhuwani WSS Sub-Project
    - Chhada Devi WSS Sub-Project
3. Preparation of technical specification o pipes and fittings and construction works
4. Collection of codes of pipes and fittings from Nepal Beuro of Standards, Balaju.
5. Prepared proceeding of training program.
6. Orientation to Engineer and Sub-Engineer from Mugu and Ramechhap districts for preparation of DPR
7. Guideline preparation for Feasibility Report and DPR.

8. Training manual preparation.
9. Orientation to engineer of Lalitpur district for preparation of DPR and software use.
10. Orientation to newly appointed engineer for Mugu district.

#### **10.4 Environmental Outputs (June 2009)**

Approval of the ToR for IEE for the following roads received from MLD to PCU after reviewing and commenting by CISC:

1. Kakri-Kol-Hukam-Maikot road sub-project, Rukum
2. Chhinkhet-Syarpur road sub-project, Rukum
3. Naduwa-Radijyula road sub-project, Rukum
4. Phagam Dahachaur-Badachaur-Gumchal-Harjan-Syuri-Gam road sub-project, Rolpa
5. Kagesshwori ring road sub-project, Kathmandu
6. Sankhu-Jarsinghpauwa-Fatkeshwor, Jarsinghpauwa-Bhotechaur road sub-project, Kathmandu
7. Ghyampedol-Badbhanjyang road sub-project, Kathmandu
8. Pipalbhanjyang-Haitar road sub-project, Sindhuli
9. Namdu-Marbu-chhap road sub-project, Dolkha
10. Telkot-Chhaling-Changu VDC Office-Nepal Engineering College road sub-project, Bhaktapur
11. Chyamsing-Aamdol-Nala road sub-project, Bhaktapur
12. Dobilla-Phalebas road sub-project, Parbat
13. Durlun-Salija road sub-project, Parbat
14. Chisapani-Huwas-Barrachaur road sub-project, Parbat
15. Karkineta-Lunkhu road sub-project, Parbat
16. Phidim-Ranigaun-Yasok road sub-project, Panchthar
17. Kalebuduli-Limba Sector road sub-project, Panchthar
18. Jorpokharee-Aahaldanda-Charibhangjyng-oyam road sub-project, Panchthar
19. Kalebuduli-Durdimba Sector road sub-project, Panchthar
20. Letang-6No.Budhabare road sub-project, Morang
21. Jagati Police Station-Doleshwar-Ashapuri road sub-project, Bhaktapur
22. Inaruwa-Jalpapur-Gautampur-Bhutaha-Harinagara-Devangunj-Kaptangunj-Kauwakhoj road sub-project, Sunsari
23. Pakali (Kanchhi chowk)-Baklauri-Bharaul(Kalabajar)-Bange-Mahendranagar-Chatara-Barahachhetra road sub-project, Sunsari
24. Hille- Uttarpani- Chhintang (25.2 Km) road sub-project, Dhankuta
25. Raja-Rani-6 No.Budhabare (27.1 Km) road sub-project, Dhankuta
26. Trisule-Hattikharka-Arkhaule-Jitpur (17.4 Km) road sub-project, Dhankuta

#### **10.5 Resettlement Outputs (June 2009)**

1. Pre-testing of socio-economic survey questionnaire for resettlement was done in Lele - Chandanpur road sub-project in Lalitpur on 09 June, 2009 taking 10 sample households in Chaughare, ward no. 2, and Sigane Bhanjyang in Lalitpur.

2. A guideline for filling up the questionnaire survey for resettlement was finalized
3. Database for entering resettlement survey questionnaire and analysis for preparing Resettlement Plan (RP) has been prepared with the specialized assistance of the computer operators of PCU and DoLIDAR
4. Walkover survey report of five road sub-projects were reviewed
5. Preparation for training materials on resettlement for cluster level training.

#### **10.6 Social Outputs (June 2009)**

1. Preparation of Nepali version training manuals for imparting trainings to DPCC, VICCC, VIUG and RBIC
2. Final Multi Year Rolling Plan (MYRP) made incorporating PCU's comments
3. Preparation of detailed Social Action Plan (SAP) guideline initiated including Livelihood Enhancement and Skills Training (LEST) Program with tentative budget projection (Nepali version).
4. Preparation of Table of Content (ToC) for SAP preparation
5. Preparation of detailed Indigenous People Development Plan (IPDP) in Nepali version
6. Preparation of Terms of Reference (ToR) and Table of Content (ToC) for IPDP
7. Preparation of "Project Book" (Nepali version). It is still ongoing.

#### **10.7 Bridge (Motorable) Outputs (June 2009)**

1. Draft ToRs for bridge design consulting services with two choices (consulting firms and individual consultants) prepared and submitted to PCU.
2. Draft of working program for bridge sub component also prepared.

#### **10.8 Financial Outputs (June 2009)**

1. Assisted PCU to prepare Withdrawal Application RRRSDP-00006 and RRRSDP-00007 for replenishment to the Imprest Account of eligible expenditure of ADB Grant and RRRSDP-00002 for replenishment to the Imprest Account of DFID grant. The WA was sent to ADB.
2. Assisted PCU in day to day activities for various financial related matters for the implementation of the project.
3. Assisted PCU to prepare revised budget allocation of the current F.Y 2065/66 and to provide additional budget as per the demand of the DPOs.
4. Attended as a resource person in the orientation program which was organized by the PCU for the newly recruited engineers (permanent) and delivered a presentation on financial management procedures of RRRSDP (June 22).

### **10.9 Procurement Outputs (June 2009)**

1. Preparation of Condition of Contract documents for soil investigation and bridge design consultants with LCS method
2. Reviewed the shopping documents submitted by DPO, Bhaktapur and provided the comments
3. Reviewed the shopping documents submitted by DTO, Bajhang and provided the comments
4. Started the updating of the Procurement Manual - 2008
5. Prepared of the ToR for Bridge Design Engineer assisting the Bridge Specialist
6. Provided orientation on Procurement Procedures of RRRSDP to newly appointed DTO/DPO Engineers
7. Reviewed the shopping documents of Dhankuta and provided the comments
8. Reviewed and sent comment on the bid documents and specifications for gabion wires and tools for which engineering unit assisted.

### **11. PROPOSED TENTATIVE ACTIVITIES FOR JULY 2009**

- Orientation of newly recruited ICs (Social Mobilizer), new last 2 DISTs of Kathmandu and Jhapa in Kathmandu after recruitment.
- Carry out reviews of Feasibility/Walkover Survey Reports and Detailed Project Reports of various subprojects will be continued.
- Cluster based training of social and resettlement related topics to support preparation of Detailed Project Report (DPR) which is upcoming in many districts and for carrying out baseline survey to start from August.
- Training on preparation of Multi-Year Rolling Plan (MYRP) based on Central MYRP and instruction on the use of PPM will be initiated in various districts.
- Hiring of a new WSS Engineer and an Environment Specialist will be done and process for hiring of a Planning, Monitoring and Evaluation Specialist will be expedited by CISC as instructed by PCU for its approval.
- Coordination and communication meeting with Kathmandu based consulting firms providing services to DISTs in all core districts of RRRSDP.
- Fine tuning of draft Environment Guidelines in Nepali and English.
- Detailed explanation of Guidelines for Social Action Plan (SAP) in Nepali.
- Translation of Resettlement Resource Guide and Resettlement Guidelines in Nepali.
- Resettlement verification survey of initial 10 km section of Kamidanda Taldhunga road of Kavre.
- Circulation of Project Procedures Manual (PPM) to all districts after approval of the document by MLD for implementation. It has been submitted by PCU to MLD in June.
- Participation in the meetings (SWAp, RRF, RRRSDP Joint Progress Review & Coordination Meetings of Donors/PCU, etc) as required.

## **12. MEETING, WORKSHOP AND TRAINING**

During this reporting period, training sessions were conducted by PCU with the support of CISC as mentioned below:

- ❖ A 2-day training on the water supply system design both manually and using computer aided (community based water supply design software) package was organized for responsible project concerned engineers ICs, Engineers of DPO/DISTs of Taplejung, Darchula, Bajura, Kavre, Sindhuli, Gorkha, Ramechhap, Lamjung, Jumla, Dolakha, Sindhupalchowk, Myagdi, Parbat, Lalitpur, Kathmandu, Bhaktapur and Chitawan Districts in the Advanced Engineering College, Kupandole (May 31 & June 1).
- ❖ CISC (Bridge Specialist) made a presentation of the technical working paper to PCU and DoLIDAR engineers (June 3)
- ❖ CISC (Team Leader) participated in the SWAp meeting (June 5)
- ❖ The second Joint Progress Review and Coordination meeting held with donors (ADB, DFID, SDC) by PCU where CISC also participated at the Secretary's office room in MLD (June 16).
- ❖ A one-day orientation training workshop by PCU/CISC on RRRSDP program policies, compliance of program requirements/ safe guard policies and implementation procedures in general and water supply and sanitation project in particular to newly recruited DPOs /DTOs of RRRSDP 2-core & 11-non core districts. ( 22 June)
- ❖ Participated (DTL) in the General Assembly of Nepal Forum for Rural Transport & Development (NFRTD) where the chief guest was DG, DoLIDAR (June 22)
- ❖ Information sharing meeting held with RAIDP team (June 23)
- ❖ Mission of MD of SKAT, Switzerland (Lead partner of the CISC-JV Consultants) met the PCU and CISC teams including key persons in DoLIDAR, ADB, TBSU and DRSP. Wrap up with the Project coordinator was organized on July 1. (June 24 to July 1)

Proceedings of the workshops and minutes of the meetings prepared and submitted to PCU timely.

## **13. CISC FIELD VISIT RECORDS OF JUNE 2009**

1. RA of CISC made a visit to Lalitpur district on June 8, 2009. The road visited was Lele-Chandan in Lalitpur.
2. TL, BS made a visit to Melamchi-Chautara-Naubise road and Balephi bridge site, Sindhupalchok district from June 17 to June 18 to assess the status of RRRSDP activities and bridge locations.
3. BS made a visit to Sindhupalchok on June 18, 2009. On that day, Bhote Chaur-Kanle Dovan road and Shindhu Khola bridge site were visited.
4. DTL, RIE, CE made a visit to Kathmandu DPO and DIST on June 21, 2009. The team visited Purano Naicap-Dahachok-Naya Naicap road of Kathmandu district.

5. TL, BS visited Lalitpur on June 29, 2009 on (i) Baguwa-Pyutar-Ashrang road, and (ii) Dalchoki-Sankhu - Ikudole road and simultaneously, (i) Khani Khola, (ii) Ghatte Khola, and (iii) Thosne Khola bridge sites of the aforementioned roads.

#### 14. CISC LOGICTICS

Office equipments that were majorly provided by PCU and some purchased by CISC JV Consultant are as follows (as of June end).

S.N.	List of Equipment	Brand	Qty	Unit	Remarks
1	Desktop Computer	Zenith	17	Nos.	From PCU
2	Desktop Computer	Dell	1	No.	From PCU
3	UPS	Emerge	17	Nos.	From PCU
4	Printer ( LBP 3500)	Canon	2	Nos.	From PCU
5	Printer ( LBP 5100)	Canon	1	No.	From PCU
6	Photo Copy (1635)	Kyocera	2	Nos.	From PCU
7	Binding Machine		1	No.	From PCU
	<b>List of Furniture</b>				
8	Office Table		15	Nos.	From PCU
9	Side Table for Computer		12	Nos.	From PCU
10	Steel Almirah		5 (4+1 Env.)	Nos.	From PCU
11	Working Chair		14	Nos.	From PCU
12	Visitors Chair		4	Nos.	From PCU
13	Photo Copy Table		2	Nos.	From PCU
	<b>List of Other Goods</b>				
14	Telephone Set		9	Nos.	From PCU
15	Telephone Set		2	Nos.	From JV Consultant

16	LCD Projector		1	Nos.	From PCU
17	Laptop (Acer) (one in May and one in June 2009)		2	Nos.	From PCU
18	Scanner	Canon	1	Nos.	From PCU
19	Stand Fans	Crompton	9	Nos.	From PCU

As per the contract of JV consultant with PCU (November 24, 2008) Altimeter – 5, Camera – 5, Geological Compass – 1, GPS - 2 and Recorder for recording interviews/public hearing – 2 sets are to be received from PCU. Some additional furniture have been requested to PCU.

Moreover, JV Consultant has to provide the CISC team with 3 vehicles for official transport facilities. Of which one was provided from December 16, 2008; another was supplied from February 1, 2009 (hired). Remaining one vehicle hired to make 3 and one new vehicle purchased for replacing the hired one.

**Annex A****CISC: JV CONSULTANT STAFF & JOINING DATES & CONTACTS**

<b>S.N.</b>	<b>NAME</b>	<b>DESIGNATION</b>	<b>JOINING DATE</b>	<b>EMAIL ADDRESS</b>
1	Mr. Rodney J. Stickland	Team Leader	1 <sup>st</sup> May 2009	<a href="mailto:rod@mos.com.np">rod@mos.com.np</a>
2	Er. Bidhan C. Rajbhandari	Deputy Team Leader	16 <sup>th</sup> Dec 2008	<a href="mailto:bidhancr@gmail.com">bidhancr@gmail.com</a>
3	Er. Robin L. Chitrakar	WSS Specialist	16 <sup>th</sup> Dec 2008	<a href="mailto:chitrakarrr@hotmail.com">chitrakarrr@hotmail.com</a>
4	Er. Keshav P. Wagley	Bridge Specialist	1 <sup>st</sup> May 2009	<a href="mailto:kpwagley@hotmail.com">kpwagley@hotmail.com</a>
5	Mr. Chan B. Gurung	Social Development Specialist	2 <sup>nd</sup> Jan 2009	<a href="mailto:chan.gurung@yahoo.com">chan.gurung@yahoo.com</a>
6	Er. Ram Bindu Shrestha	Rural Infrastructure Engineer	16 <sup>th</sup> Dec 2008	<a href="mailto:rambindu@hotmail.com">rambindu@hotmail.com</a>
7	Er. Ram P. Silwal	Rural Infrastructure Engineer	16 <sup>th</sup> Dec 2008	<a href="mailto:silwalram81@hotmail.com">silwalram81@hotmail.com</a>
8	Mr. Bharatt Timsina	Regional Social Development Coordinator	2 <sup>nd</sup> Jan 2009	<a href="mailto:timsina8@yahoo.com">timsina8@yahoo.com</a>
9	Mr. Shisir Gautam	Regional Social Development Coordinator	2 <sup>nd</sup> Jan 2009	<a href="mailto:shisirgau@gmail.com">shisirgau@gmail.com</a>
10	Mr. Bhanu R. Pandey	Administration Officer	16 <sup>th</sup> Dec 2008	<a href="mailto:bhanurp@gmail.com">bhanurp@gmail.com</a>
11	Ms. Nivedita Sharma	Civil Engineer	2 <sup>nd</sup> Jan 2009	<a href="mailto:sharma.nivedita@hotmail.com">sharma.nivedita@hotmail.com</a>
12	Mr. Kapil D. Gyawali	Environmental Management Associate	18 <sup>th</sup> Jan 2009	<a href="mailto:gyawalikapil@gmail.com">gyawalikapil@gmail.com</a>
13	Ms. Pinky Bijayananda	Resettlement Associate	18 <sup>th</sup> Jan 2009	<a href="mailto:pinkybijayananda@hotmail.com">pinkybijayananda@hotmail.com</a>
14	Mr. Chet N. Dahal	Resettlement Associate	18 <sup>th</sup> Jan 2009	<a href="mailto:chet_2033@hotmail.com">chet_2033@hotmail.com</a>
15	Mr. Badri N. Karki	Resettlement Associate	18 <sup>th</sup> Jan 2009	<a href="mailto:karkibn@yahoo.com">karkibn@yahoo.com</a>
16	Mr. Ganesh P. Upadhyay	Computer Operator	1 <sup>st</sup> Feb 2009	<a href="mailto:gpu.doti@yahoo.com">gpu.doti@yahoo.com</a>

S.N.	NAME	DESIGNATION	JOINING DATE	EMAIL ADDRESS
17	Ms. Sunita Younjan	Computer Operator	16 <sup>th</sup> Dec 2008	<a href="mailto:yonjan.sunita@yahoo.com">yonjan.sunita@yahoo.com</a>
18	Ms. Sarmila Chaulagain	Office Assistant	16 <sup>th</sup> Dec 2008	<a href="mailto:lucky_saru99@yahoo.com">lucky_saru99@yahoo.com</a>
19	Ms. Parinita Sharma	Office Assistant	16 <sup>th</sup> Dec 2008	<a href="mailto:parinita_sharma5@yahoo.com">parinita_sharma5@yahoo.com</a>
20	Ms. Manju Gautam	Messenger	1 <sup>st</sup> Feb 2009	
21	Mr. Kedar M. Dong	Messenger/Runner	19 <sup>th</sup> Mar 2009 (effectively he is to be billed from 16 <sup>th</sup> Dec 2008)	Actually he replaced Mr. Sanu Tamang, who worked from 16 Dec 2008 but left on 18 <sup>th</sup> Mar 2009.

**CISC: INDIVIDUAL CONSULTANTS, JOINING DATES & CONTACTS**

S.N.	NAME	DESIGNATION	JOINING DATE	EMAIL ADDRESS
1	Mr. Upendra Gautam	Financial Management Specialist	24 <sup>th</sup> Mar 2008	<a href="mailto:upgautam2003@yahoo.com">upgautam2003@yahoo.com</a>
2	Ms. Sushila Pandey	Resettlement Specialist	24 <sup>th</sup> Mar 2008	<a href="mailto:sushilapandey@hotmail.com">sushilapandey@hotmail.com</a>
3	Mr. Rameshwar Lamichhane	Procurement Specialist	24 <sup>th</sup> Mar 2008	<a href="mailto:rlamichhane10@hotmail.com">rlamichhane10@hotmail.com</a>

**Annex B**

**RRRSDP: Central Implementation Support Consultant (CISC) Team with Primary Responsibilities and Supporting Roles for Given Tasks/Activities**

(Refer to [www.rrr.gov.np](http://www.rrr.gov.np) to see roles and responsibility by CISC individual professionals in the previous April 2009 monthly report)

**Annex C**

**WORK SCHEDULE**

(Please see earlier monthly reports)

**ANNEXS (D1 ~ D10)**  
**RRRSDP FLOWCHARTS**

(Refer to [www.rrr.gov.np](http://www.rrr.gov.np) to see these flowcharts in the previous April 2009 monthly report)