

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. 5

May 2009

Submitted to:

**Project Coordination Unit (PCU)**

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June 2009

## **MONTHLY PROGRESS REPORT**

### **(For the Month of May 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 into SHGs 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.

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 & compensation policy, procurement procedures and fiduciary & financial management are being provided by three Individual Consultants (ICs) directly hired by RRRSDP/PCU since March 2008. The environmental management specialist hired then in the same time resigned on January 19, 2009. This vacant post will be filled from the JV Consultant now as agreed by PCU with JV. For which The JV Consultant has submitted to PCU the CV of an Environmental Specialist in the first week of May.

### **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 May 31, 2009
<b>Consultants</b>			
Team Leader (Rural Infrastructure Specialist)	24		0.5
Deputy Team Leader (Construction Engineer)		42	5.5
Social Development Specialist		36	5
Environmental Management Specialist		24	IC resigned from Jan 09, so to be filled from JV from Jun 09
Rural Water Supply and Sanitation Specialist		42	5.5
Resettlement Specialist		36	PCU directly hired
Rural Infrastructure Engineers (2)		84	11
Regional Social Coordinators (2)		60	10
Bridge Specialist		24	1
Financial Management Specialist		24	PCU directly hired
Procurement Specialist		24	PCU directly hired
Rural Development Policy/ Aid Effectiveness	9		DFID has taken care of.
Unallocated (Technical Audit Specialist, Quality Assurance)		32 (Provisional)	0

Consultants/Associates	Person-Months		
	International	National	Consumed as of May 31, 2009
Specialist, Impact Evaluation Specialist, Training and Capacity Building Specialist, Decentralized Planning and Implementation Specialist, Planning, Monitoring & Evaluation Consultant)			
<b>Sub-Total</b>	<b>33</b>	<b>428</b>	
Associates			
Resettlement Assistants (3)		90	13
Environmental Assistants (3), ( <i>but hired only one from Jan 18, 2009</i> )		54	4.5
Unallocated (Junior Professionals)		48	5.5

Now CISC full staff is working in the team together with the Team Leader Mr. Rodney J. Stickland who joined from May 1, 2009. Similarly, the Bridge Specialist, Er. Keshav P. Wagley also joined the team from May 1, 2009. (See **Annex A** for details of CISC JV staff).

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. The situation vacant for the post of Environment Management Specialist is being filled up from the JV Consultant. For which CV in response to the PCU's letter and ToR has been submitted to PCU in the first week of May for approval.

### 3.3 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 previous monthly reports. This can be seen in the previous April 2009 monthly report 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 in 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.

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 more on an ad-hoc basis until now. However the regular dates should be set up soon.

Information is being gathered from the district about project status, issues, and concerns to implement the project activities. 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 getting better idea and clearer pictures of the project status, challenges, issues and backstopping needed.

#### **5. 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.

## **6. 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. They are also meant to discuss in the CISC internal team and with PCU for gauging the track.

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.

Refer to **Annex C** for the presentation of the Gantt Bar Chart.

## **7. 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

## **8. KEY ACTIVITIES OF MAY 2009**

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

- Draft Project Procedures Manual (PPM) finalized and submitted to PCU (May 11).
- Draft 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 both in English and submitted to PCU. PCU has asked to translate in Nepali for wider circulation to core districts.
- Preparation of RWSS (like for road subproject) Standard Monthly Progress Reporting Format for submissions by districts completed in draft form to be discussed with PCU before official submission for wide circulation.
- Participated in the RTI SWAp meeting (process development and implementation piloting) - first presentation of the SWAp framework and folders and also RRF - 40 meetings both towards first week of May.
- A meeting was also held with SWAp consultants about monitoring approaches and the actions taken for fast tracking of works of RRRSDP (May 28).
- Finalized Norms for Road Survey Works required during Feasibility/Walkover.
- Draft shopping documents for RWSS (IC Procurement). Send it to 38 districts after review and approval by PCU.
- Prepared "RRRSDP Procurement Plan for the Project Period" (up to December 2011) will be done by IC (Procurement).
- Do reviews of Feasibility/Walkover Survey Reports and Detailed Project Reports (DPR) of road subprojects and supplementary infrastructure subprojects.
- Continued drafting Table of Content (ToC) for Detailed Project Report (DPR) for road subproject.
- PCU produced first RRRSDP News Letter of Baisakh 2066 (April 2009): Issue No. 1.
- PCU put out advertisement for recruiting one RWSS Engineer for Mugu and 36 Social Mobilizers (@2/district for 18 non-core districts). Recruitment will be completed by first week of June.

## **9. CISC OUTPUTS FOR THE PERIOD OF MAY 2009**

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

### **9.1 General Outputs Common to All CISC Sectors (May 2009)**

- Meeting with SDC team about final comments of ADB on Kamidanda – Taldhunga Road and for finalization/clarification for further works.

- PCU sent the final National Competitive Bidding (NCB) documents of Kamidanda – Taldhunga Road to ADB for final approval.
- Reviewed and comments sent on the Feasibility/Walkover Survey Report of Chame – Khansar Road (35.62 km), Manang. The issues of IEE or EIA were discussed by PCU and CISC to agree that IEE will be first carried out before deciding on EIA. Revised memo to be sent.
- Reviewed and comments sent on the Feasibility/Walkover Survey Report of Dalchoki – Shankhu – Ikudol Road (25 km), Lalitpur.
- Reviewed and comments sent to PCU on feasibility/walkover survey report of Baguwa – Pyutar – Ashrang road, Lalitpur
- Constructive comments and suggestions for internal discussion for finalizing Multi-Year rolling Plan

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

1. Informal review on the draft Feasibility/Walkover Survey report sent by Bhaktapur done for Bhatkekopati – Nagarkot Road.
2. Collection of norms of detailed engineering survey, soil investigation, hydrological study and detailed design of Bridge including preparation of reports.
3. Comments on Inception report of RRRSDP-Ilam district (May, 2009)
4. Review of draft Project Procedure Manual (PPM) for RRRSDP and provided feedback comments by all sectoral team.
5. Refinement of Standard Drawings (Draft) for use by DIST/DPO ( May, 2009)
6. Prepared Norms for Feasibility/ Walkover Study of rural road (only for unskilled labor/survey helper). Clarification on basis of, how it is prepared is provided to PCU. – May, 2009.
7. Constructive comments on and suggestions to improve the Three Year Rolling Plan (TYRP) by all sectoral team.
8. Verification and comments on specification of construction tools and gabion wire.

## **9.3 Rural Water Supply & Sanitation (RWSS) Outputs (May 2009)**

1. A discussion meeting with engineer (IC) on i) Bhatna RWSS, ii) Sibling RWSS, and iii) Malladehi RWSS, Baitadi.
2. Reviewed and sent to PCU the following 3 DPRs for i) Pyang RWSS, ii) Lapche RWSS, and iii) Chappairi RWSS, Ilam.
3. Reviewed and sent to PCU the DPR for i) Bhulbhule RWSS, Myagdi.
4. Reviewed and gave comments on 6 DPRs of i) Baigada – Dikla RWSS, ii) Rithapata RWSS, iii) Kuch RWSS, iv) Leki RWSS, v) Hemantabada RWSS, and vi) Taligaun RWSS, Bajhang.
5. Terms of Reference (ToR) for recruiting one WSS Engineer for CISC was prepared and submitted to PCU (May 15) after PCU gave green signal on May 12 (final decision by PCU is pending).

*(There are about 591 RWSS subprojects to be reviewed/checked/monitored but only one WSS Specialist now with the CISC is not sufficient. So this additional engineer for WSS was requested).*

6. Secured software package for community based water supply design programmed and produced by SOFTWEL Consultant for Community Based Water Supply and Sanitation Project (CBWSSP), DWSS, GoN. An official permission from CBWSSP was obtained by PCU and the program installed for design works.
7. Darchula Engineer Jaya Shankar Jha met and informed about the design progress of the Hikila RWSS.

#### **9.4 Environmental Outputs (May 2009)**

1. Meeting with LDO Mustang about ToR of IEE which is approved by MLD for Kagbeni – Jaite road. He said that as the labour is not adequately available they were planning to use excavator for road construction.
2. Approval ToR for IEE of:
  - Baguwa-Pyutar-Asharang road sub-project, Lalitpur (May, 2009)
  - Bhardau-Chandanpur road sub-project, Lalitpur (May, 2009)
  - Dalchoki-Sankhu-Ikudole road sub-project, Lalitpur (May, 2009)
  - Jogbuda-Lipna Daijee road sub-project, Dandeldhura (May, 2009)
  - Buder-Jogbuda road sub-project, Dandeldhura (May, 2009)
  - Baglbajar-Bagarkot road sub-project, Dandeldhura (May, 2009)
  - Pathari-Dainiya-Sikati road sub-project, Morang (May, 2009)
  - Sildhunga-Jhethal-Thauthali-Tekanpur road sub-project, Sindhupalchowk (May,2009)
  - Shaktikhor Upardanggadhi-Kaule Darechowk road sub-project, Chitwan (May,2009)
  - Bankatta-Bagaee road sub-project, Chitwan (May, 2009)
3. Comments on Feasibility/walkover Survey Report of:
  - Bhatkekopati-Jitpur-Mahamanjushree-Chareli-Nagarkot road sub-project, Bhaktapur (May,2009)
  - Chame - Khangsar road sub-project, Manang (May, 2009)
  - Dalchoki – Sankhu-Ikudole road sub-project, Lalitpur (May, 2009)
  - Virkot-Sahare-Hawa road sub-project, Dolakha (May, 2009)
4. Comments on ToR for IEE of:
  - Sildhunga-Jhethal-Thauthali-Tekanpur road sub-project, Sindhupalchowk (May, 2009)
  - Kakri-Kol-Hukam-Maikot road sub-project, Rukum (May, 2009)
  - Chhinkhet-Syarpu road sub-project, Rukum (May, 2009)
  - Naduwa-Radijyula road sub-project, Rukum (May, 2009)
  - Phagam Dahachaur-Badachaur-Gumchal-Harjan-Syuri-Gam road sub-project, Rolpa (May, 2009)
  - Kagesshwori ring road sub-project, Kathmandu (May, 2009)
  - Sankhu-Jarsinghpauwa-Fatkeshwor-Jarsinghpauwa-Bhotechaur road sub-project, Kathmandu (May, 2009)
  - Ghyampedol-Badbhanjyang road sub-project, Kathmandu (May, 2009)
  - Pipalbhanjyang-Haitar road sub-project, Sindhuli (May, 2009)

- Namdu-Marbu-chhap road sub-project, Dolkha (May, 2009)
  - Telkot-Chhaling-Changu VDC Office-Nepal Engineering College road sub-project, Bhaktapur (May, 2009)
  - Dobilla-Phalebas road sub-project, Parbat (May, 2009)
  - Durlun-Saliya road sub-project, Parbat (May, 2009)
  - Chisapani-Huwas-Barrachaur road sub-project, Parbat (May, 2009)
  - Karkineta-Lunkhu road sub-project, Parbat (May, 2009)
5. Comments on Environmental Statement for:
- Bangthali Water Supply and Sanitation sub-Project, Kavrepalanchowk (May, 2009)

### **9.5 Resettlement Outputs (May 2009)**

1. Reviewed ToR for consulting services for Cadastral Survey and Mapping to conduct resettlement assessment for preparation of Resettlement Plan (RP).
2. Revised/modified census socio-economic household survey questionnaire as per instruction/guidance of the Project Coordinator during a presentation on 21 April, 2009 the socio-economic household survey questionnaire for affected households was revised/amended for the use of RRRSDP. A guideline for filling up the questionnaire is being prepared and is near completion.
3. Reviewed of Resettlement Plan (RP) of the Kamidanda - Taldhunga road subproject revised by the Kavre DIST incorporating ADB comments and finalized.
4. Prepared resettlement text writing guideline as per the ToC of feasibility/walkover survey report to guide DISTs for maintaining required information as well as uniformity in the report.

### **9.6 Social Outputs (May 2009)**

1. Preparation of final version of training packages of social aspects including “contents of trainings” done. Preparation of draft version of “training materials” for imparting trainings to RBICs and VIUGs (Nepali version) is being done for social trainings.
2. Preparation of final version of guidelines for SAP, GAP, IPDP, Zol HH and baseline surveys both in Nepali versions for submission to PCU. Similarly based on the guideline Zol HH survey questionnaire in Nepali and English versions prepared.
3. Revised baseline questionnaires in line with RAP’s forms/formats for RRRSDP use. It is yet to be forwarded to PCU.
4. Preparation final version of “Project Book” – being prepared (Nepali version).

### **9.7 Bridge (Motorable) Outputs (May 2009)**

1. Reviewed of Project related various documents.
2. Prepared Technical Information series No. 1 relevant to RRRSDP and design standards for bridges (draft).
3. Formulated draft of working program.

4. Shopping lists of individual 20 core districts for Bridge (motorable) requested by emails on May 12 with information providing guideline. A couple of follow ups were also made thereafter. But the response came only from 2 districts (as of May 31).
5. Draft bridge norms for survey, design and reports (excluding soil exploration) based on DoR such norms identified and submitted to PCU (Er. J. Shrestha) unofficially for checking with DoLIDAR bridge engineer first.

#### **9.8 Financial Outputs (May 2009)**

1. Based on the Multi Year Rolling Plan PCU is planning to make the proposed budget for the coming Fiscal Year.
2. Clarification of the Audit Observation of F.Y 2007/2008 prepared and sent to ADB before May 15, 2009. Similarly assisted PCU for preparing the clarification of the audit objection of F.Y 2007/2008 to be sent to the Office of the Auditor General.
3. Monitored the statement of expenditures (SOEs) and monthly financial statements sent by the DPOs and followed up for the supporting documents needed for the purpose of sending withdrawal application to the donors and updating the progress report
4. Participated in the PCU meetings as regards the project implementation and progress reviews.

#### **9.9 Procurement Outputs (May 2009)**

1. Prepared Procurement Plan for Project period up to December 2011 and submitted to PCU.
2. Prepared the ToC for Bidding Documents to include in DPR of the districts.
3. Prepared the EOI documents for Soil investigation and Bridge design consultants to be procured from PCU.
4. Preparation of ToR documents for Soil investigation and Bridge design consultants.
5. Assisted/Prepared the ToR for WSS Engineer for RRRSDP-CISC Team
6. Prepared the Evaluation Criteria for WSS Engineer to work in DIST, Bhaktapur district
7. Reviewed bidding documents for shopping for Procurement of Goods, Kavre
8. Incorporated the ADB's comments on bidding documents and explained the same to DIST-TL, Kavre
9. Preparation of bid evaluation formats for procurement of works
10. Preparation of RFP for Soil investigation and Bridge design consultants
11. Reviewed the bidding documents for shopping for procurement of Goods, Okhaldhunga

#### **10. PROPOSED TENTATIVE ACTIVITIES FOR JUNE 2009**

- Orientation of newly recruited ICs (Social Mobilizer), new last 2 DISTs of Kathmandu and Jhapa in Kathmandu after recruitment.
- Brainstorming on possible training topics in all sectors by CISC prepared and was submitted to PCU in March. It has to be screened by internal discussion and with PCU (BT & CBG working on that).

- SDE/PCU and the DPO Chiefs of Dolakha, Jhapa, Sunsari have recommended updating the Road Standard Specifications of RAIDP and including in the Technical Guidelines of RRRSDP.
- Initiative 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) has been taken upon CISC's memo to PCU. This will be completed in collaboration with PCU (NPB) 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).
- Comments and suggestions from CISC sectoral team have been received on the Draft Project Procedures Manual (PPM). This will be finalized by CISC in consultation with PCU and circulated to districts by PCU. DFID's comments are also expected very soon.
- Draft RRRSDP Guidelines for ZOI HHs Survey, preparations of SAP, GAP IPDP and Baseline Survey (BS), and Formation Process of RBGs for road subprojects in Nepali will be finalized for approval of PCU for wide circulation by PCU to all 20 core districts.
- Prepare/draft WSS pipes and fittings specifications and specifications for RWSS construction for submission to PCU.
- Carry out reviews of Feasibility/Walkover Survey Reports and Detailed Project Reports of various subprojects will be continued.
- Joint trainings on social and resettlement for various processes also relevant to DPR of roads will be conducted in clusters.
- Testing of resettlement forms and formats at road sites of Lalitpur roads as trail will be done.
- 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.
- 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).

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

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

- ❖ Training on Economic Internal Rate of Return (EIRR) being part of the requirement for inclusion in the Detailed Project Report of road subprojects was organized for engineers

of PCU, CISC, DPOs and DISTs of Kathmandu, Lalitpur, Bhaktapur, Chitwan, Sindhuli, Sindhupalchowk and Dolakha districts and DRSP (May 22, 2009).

- ❖ 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).

## **12. CISC FIELD VISIT RECORDS UNTIL MAY 2009 FROM THE BEGINNING**

1. IC-Resettlement visited DDC and DTO/DPO in Kathmandu (April 2008)
2. IC-Resettlement visited subproject area of the Kavre district and got acquainted about field situation (May 2008)
3. IC-Resettlement visited Parbat DPO and obtained information about four subprojects and DPO Office establishment (July 2008)
4. IC-Resettlement visited the initial 9 km stretch of DRILP Baglung- Ghodabadhe (25 km) project in Baglung (July 2008)
6. IC-Resettlement visited Dolakha for orientation/interaction program (August 2008)
7. ICs (Environment, Resettlement & Procurement) participated with RRRSDP 2<sup>nd</sup> Review Mission of ADB/DFID/SDC/PCU to visit Kavre and Chitwan (August/September 2008)
5. IC-Resettlement visited Sindhuli for orientation/interaction program (September 2008)
6. IC-Resettlement visited Sindhupalchowk for orientation/interaction program (October 2008)
8. Deputy Team Leader (DTL) & Rural Infrastructure Engineer (RIE) made field visit to Bhaktapur district for a meeting with DTO/DPO and visiting three proposed road corridors (January 2009)
9. RIE made a field visit on RWSS subprojects under RRRSDP in Baglung (February 2009)
10. IC-Resettlement & Resettlement Associate (RA) visited Dolakha for interaction/ technical support to DPO/DIST and for attending meeting with District Land Survey Office for cadastral survey & mapping (March 4 to 6, 2009)
11. CISC Regional Social Coordinator (RSC) made field visits (*but intermittent due to Bandha*) in Jhapa, Panchthar, Ilam, Sunsari, and Morang (March 8 to 27, 2009)
12. CISC team comprising Social Development Specialist (SDS), RIE, RA, Civil Engineer (CE) made field visits in Chitawan, Gorkha, Kathmandu, Lalitpur and Bhaktapur (March 18 to 24, 2009)
13. CISC team comprising Rural Water Supply & Sanitation (RWSS) Specialist, RSC, RIE & RA made field visits in Parbat, Baglung, Myagdi, Mustang, Lamjung and Manang (March 18 to April 1, 2009)
14. CISC team comprising of DTL and RWSS Specialist joined with ADB, DFID, PCU in RRRSDP 3<sup>rd</sup> Review Mission for the field visits in Parbat, Baglung, Myagdi (March 18 to 22, 2009). Again the mission (ADB, DFID, SDC, and PCU) resumed a field visit in Kavre on March 26,

2009 where CISC DTL, IC-Resettlement, RIE and Environmental Associate (EA) participated.

15. CISC RSDC, RIE, EA, and RA made a visit to Dandeldhura April 20 to May 6, 2009. They were also planning to go to Rolpa and Rukum but stranded in Dhanagadhi due to *Tharuhat Bandha*. So they returned to KTM directly.
16. WSS-Specialist, RIE, RSC, RA made a visit to assess the status of RRRSDP activities in districts and provide advisory feedback to Sindulpalchok, Dolakha, Sindhuli from April 26, 2009 to May 7, 2009. In Sindhupalchok the roads visited were (i) Shahid Smrity Marg (Naubise–Chautara-Nawalpur-Melamchi road) and (ii) Bhotechaur-Kauleovan road and in Dolakha (i) Virkot-Chyama-Hawa road, (ii) Sunakhani-Kyanpa road, and (iii) Namdu-Chapp road.
17. Again RIE, RSC, RA of CISC made a visit to Kavre from May 8 to May 9.

### 13. CISC LOGISTICS

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

S.N.	List of Equipment	Brand	Qty	Unit	Remarks
1	Desktop Computer	Zenith	15	Nos.	From PCU
2	Desktop Computer	Dell	1	No.	From PCU
3	UPS	Emerge	14	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		14	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		8	Nos.	From PCU
15	Telephone Set		2	Nos.	From JV Consultant
16	LCD Projector		1	Nos.	From PCU
17	Laptop (Acer) (May 2009)		1	Nos.	From PCU

As per the contract of JV consultant with PCU (November 24, 2008) still 1 Scanner, 3 Laptop Computers (once these LTs are made available, CISC to return extra DTs) are remaining. In addition, Altimeter – 5, Camera – 5, Geological Compass – 1, GPS - 2 and Recorder for recording interviews/public hearing – 2 sets are to be received from PCU as per the agreement. Some additional furniture and fans have been requested with 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 in March 2009 and one new vehicle purchase is in the final process of delivery for replacing one 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:chitrakarrl@hotmail.com">chitrakarrl@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**



**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)