



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

Rural Reconstruction and Rehabilitation Sector
Development Program (RRRSDP)

Project Number: 40554

ADB Grant Number: 0093

MONTHLY PROGRESS REPORT NO. 8

August 2009

Submitted to:

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September 2009

MONTHLY PROGRESS REPORT

(For the Month of August 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 2008. 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 poverty. In order to achieve that goal the program has designed its objectives to improve connectivity, enhance economic and employment opportunities and to ensure increased access to market and social services for 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 are planned to 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: contractors will be engaged for specialized, more technically complex works like bridge, heavy structures, drainage and road pavement works.

Besides, about 50 motorable bridges are planned to 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 components require beneficiary's participation integrating the 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 outwith the project's control.

This project specifically targets the 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 August 31, 2009
Consultants			
Team Leader (Rural Infrastructure Specialist)	24		3.2
Deputy Team Leader (Construction Engineer)		42	8.5
Social Development Specialist		36	7
Environmental Management Specialist		24	Situation vacant since Jan 20
Rural Water Supply and Sanitation Specialist		42	8.5
WSS Engineer			1.42
Resettlement Specialist		36	PCU directly hired
Rural Infrastructure Engineers (2)		84	17
Regional Social Development Coordinators (2)		60	16
Bridge Specialist		24	4
Financial Management Specialist		24	PCU directly hired
Procurement Specialist		24	PCU directly hired

Consultants/Associates	Person-Months		
	International	National	Consumed as of August 31, 2009
Consultants			
Rural Development Policy/Aid Effectiveness	9		DFID has taken care of.
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
Sub-Total	33	428	
Associates			
Resettlement Assistants (3)		90	22
Environmental Assistants (3), (<i>but hired only one from Jan 18, 2009</i>)		54	7.5
Unallocated (Junior Professionals) Junior Civil Engineer		48	8.5

See **Annex A** for details of CISC JV staff working in the team currently.

The long outstanding vacant position of an Environment Specialist has not been filled yet. No official response has been received from PCU on the second CV (after first CV was in conflict) submitted by JV.

There are provisions to hire short term specialists to supplement the project by services and inputs in different technical fields. 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.

A total of 22 man-months of unallocated consultants' input (from within the above totals) is available as a result of the late appointment of the CISC, resulting in a reduced contract duration of 36.5 months compared with the 42 months originally envisaged.

Negotiations with a Transport Economist (TE) for his consultancy services for EIRR realization and reports after analyses of all roads as per the data/information collection by districts were done successfully. He will be hired for 4 months (scattered in 9 months) from the unallocated

budget provisioned in the JV contract. His start date will be fixed as soon as districts start sending the EIRR data/information. Planning, Monitoring and Evaluation Specialist as discussed with PCU is being searched by the JV.

Er. Hem N. Sharma (Director, ERMC) 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.

Currently 3 Individual Consultants (ICs for resettlement, finance and procurement) hired directly by PCU have been working in the CISC team. They work under the leadership of the TL. The resettlement IC is being assisted by 3 resettlement associates provided by the JV Consultant.

The incumbent Deputy Team Leader Er. Bidhan C. Rajbhandari, who had resigned effective September 1, will continue in his position until October 1, 2009 as requested by the project and the JV, and as approved by the Project Coordinator due to the fact that an equivalent candidate was not yet available, as per the conditional requirement of the contract of RRRSDP with the JV. Consequently the JV will advertise for the position as suggested by PCU on August 29, 2009.

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. Besides it has been also reproduced in the CISC's recent Inception Report submitted to PCU on August 21, 2009.

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.

Cluster	Name of Core Districts
1	Dadeldhura, Rukum, Rolpa
2	Manang, Mustang, Parbat
3	Kathmandu, Lalitpur, Bhaktapur, Chitawan
4	Kavre, Sindhupalchowk, Dolakha, Sindhuli
5	5(i) Jhapa, Ilam, Panchthar; 5(ii) 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.

Similarly joint fortnightly meetings of PCU and CISC are taking place on regular basis every fortnight and are called PCU-CISC 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 contacts are being made. CISC team are also meeting with the district staff while coming to Kathmandu and 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. 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 in programming and budgeting,
- 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 (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. See the Gantt Chart attached under Annex C.

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 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 AUGUST 2009

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

- Cluster based training of social and resettlement related topics to support preparation of Detailed Project Report (DPR) which is progressing in many districts and for carrying out baseline survey in Cluster 2 (Parbat) and Cluster 4 (LDTA, Lalitpur).
- Briefing on Multi-Year Rolling Plan (MYRP) and PPM done during cluster based training was continued like in above cluster based training of July.
- Fine tuning of draft Environment Guidelines in Nepali in progress (English version already finished and approved).
- Translation of Resettlement Resource Guide and Resettlement Guidelines in Nepali initiated and draft form completed (*submitted to Mr. B.B. Thapa, PCU for comments/suggestions*).

- Some minor suggestions for corrections/inclusion sent by MLD in the PPM while approving the Project Procedures Manual (PPM) on July were incorporated by PCU and circulated widely to all RRRSDP districts and also uploaded in the website.
- Multi-Year Rolling Plan (Ver 2, July 2009) has been approved (budget column is left blank for the moment) by PCU and sent to all districts for their ready reference. They have been instructed officially to prepare and send to PCU by end of October 2009 such district level MYRP. Based on their respective MYRP. Again the districts have been asked to prepare Yearly Plan of Operation (YPO) including budgets for the current FY (2066/67) and to send to PCU at the same time by end of October 2009. For the next FY the YPO will have to be prepared by previous FY's April.
- Submission of CISC Inception Report on 21st August, including presentations and discussions of findings with PCU and donors on 19th & 20th August.
- PCU sent questionnaire to all 20 core districts as follow up on the compliance of the official directives 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.
- Reviews of Feasibility/Walkover Survey Reports and Detailed Project Reports of various subprojects continued.
- The hard copies full set consisting 20 guidelines and manuals prepared by the project were sent to donors (ADB, DFID, SDC) and MLD by PCU for which CISC organized printing and binding. Hard copies will be printed by PCU (e-version handed over by PCU) and sent to districts. Uploading of all manuals and guidelines in the RRRSDP website should be done.
- A second presentation on e-governance for possible establishment in RRRSDP was made by Computer Operator of PCU. It is well appreciated by all PCU and CISC and recommended highly. PC has considered positively for establishment soon.
- Terms of Reference (ToR) for enumerators prepared by CISC and PCU prepared norms for their hiring and field works and circulated to all core districts.
- First conceptual training program for RWSS using software discussed with PC and drafted proposals prepared. After PCU's comments and suggestions 2 proposals for 2 training of DRILP districts finalized. Such 2 proposals are to be prepared for 20 core districts as well. For 20 core districts, EIRR briefing, bridge, road engineering, environment for DPR and special supplementary infrastructures (besides RWSS and TB) are also to be included in training sessions as agreed with PCU.

10. CISC OUTPUTS FOR THE PERIOD OF AUGUST 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 Team (August 2009)

1. Review and comments on Feasibility/Walkover Survey Report of the following subprojects done jointly by engineering, social, environmental and resettlement teams:
 - i. Phidim-Ranigaun-Yasok road sub-project, Panchthar
 - ii. Jorpokhari-Chareebhanjyang-Oyam road sub-project, Panchthar
 - iii. Kalebuduli – Limba road sub-project, Panchthar
 - iv. Kalebuduli – Durdimba road sub-project, Panchthar
 - v. Ilam municipality – Dudhang-Soyang-Nayabazaar road sub-project, Ilam
 - vi. Mangalbare – Dhuseni- Gajurmukhidham-Ivang road sub-project, Ilam
 - vii. Rajdwali – Chisapani – Danabari road sub-project, Ilam
 - viii. Raja Rani – 6 No. Budhabare road, Dhankuta
 - ix. Hile – Uttarpani – Chhintang road, Dhankuta
 - x. Trisule – Hattikharka – Arkhaute – Jitpur road, Dhankuta
 - xi. Letang – Jante – Baranggi 6 no Budhabare road, Morang
 - xii. Letang – Jante – Baranggi 6 no Budhabare road, Morang
 - xiii. Mijhing – Ranibang - Gam road, Rolpa
 - xiv. Lele – Bhardew -Chandanpur road, Lalitpur
 - xv. Sankhu – Jarsingpauwa – Fatkeshor – Bhotechor road, Kathmandu
2. Review and comments on detailed engineering survey, design and estimate (Part of DPR) of Bhotechaur – Kauledovan road sub-project, Sindhupalchowk.
3. Drafting and finalization of CISC Inception Report, including an analysis of progress to date and specifically a review of findings from the initial field visits to all districts. Identification of a series of Key Issues and Problems requiring resolution. Presentation of findings to both PCU and joint donors meetings.

10.2 Rural Road (RR) & Supplementary Infrastructure (other than RWSS/TB) Engineering Outputs (August 2009)

4. Rural Road status updating regularly in a tabular form for quick reference (See this attachment E1: Progress Status of Rural Roads (1) in Annex E.
5. Continued Support to DISTs with firms, formats, information and clarification in different issues and program related matter
6. Engineering/Environment orientation to Rolpa DPO/DIST
7. Central engineering action plan (draft) for FY 2066/67 prepared and being reviewed internally before discussion with PCU for submission to PCU.

10.3 Rural Water Supply & Sanitation (RWSS) Outputs (August 2009)

8. Checking and review with comments and recommendations of DPR as follows:

- a. Lamjung (i) Lamkhola WSS Sub-Project.
(ii) Maukhola WSS Sub- Project.
- b. Chitwan (i) Ghairabari WSS Sub-Project.
(ii) Chumlingtar WSS Sub – Project.
- c. Solukhumbhu (i) Dohem WSS Sub-Project.
(ii) Churikharka WSS Sub-Project
(iii) Mathung WSS Sub-Project
- d. Ramechhap (i) Majuwa WSS Sub-Project.
- e. Jumala (i) Kuduli WSS Sub-Project.
(ii) Odi WSS Sub-Project

9. Training manual in Nepali prepared for WSS.

10. Orientation to newly hired engineers of different districts including DTO of Baglung.

11. Prepared proposal of training program in 2-lots for DRILP's DTO, DPO, IC Engineers using software package and interaction for solving the problems in the district for implementation of RRRSDP Project smoothly in district level (other 2-lots are being prepared for 20 core districts).

12. Training package Norms Prepared.

13. Newly hired social mobilizers by PCU oriented by us.

14. Annual RWSS work plan prepared for internal discussion before submission to PCU.

15. Operation and Maintenance Manual Preparation initiated.

10.4 Environmental Outputs (August 2009)

16. Supported and backstopped DIST of Manang on the IEE report preparation.

17. Similarly, supported and backstopped DPO Engineer of Rolpa on the IEE report preparation.

18. Prepared planning matrix of environment sector.

19. Comments on IEE Report of:

- i. Baguwa-Pyutar-Ashrang Road Subproject (Lalitpur)
- ii. Lele-Bhardeu-Chandanpur Road Subproject (Lalitpur)
- iii. Bode-Sitkopati-Puranobato Manohara Road Subproject (Bhaktapur)

10.5 Resettlement Outputs (August 2009)

20. Prepared Resettlement Resource Guide of RRRSDP in Nepali (pending printing).

21. Prepared Resettlement Guidelines of RRRSDP in Nepali (pending printing).

10.6 Social Outputs (August 2009)

22. Final version of Nepali version's guideline for organizing Self -Help Groups (SHGs) made ready.

23. Orientations to the newly recruited social mobilizers of non core (DRILP) districts.

24. Guidelines for undertaking saving and credit activities among RBGs and SHGs being prepared.

10.7 Bridge (Motorable) Outputs (August 2009)

25. Drafting of Guideline Manual for the design and construction of bridges.
26. Collection of Material for the preparation of TOR and other bidding document in case if bridges to be built through BOT method.
27. The following document sent to PCU for approval:
 - i. TOR for consulting services
 - ii. Design Standard and Criteria for the design of bridges
 - iii. Sample estimates for consulting services for the design of bridges (for hilly and terai areas separately)
 - iv. Compact form of guideline manual (for planning stage of bridge design)
28. Preparation of training materials ongoing.

10.8 Financial Outputs (August 2009)

29. Assisted PCU to prepare the contract award and disbursement projection for the period of July2009-Dec 2009.

10.9 Procurement Outputs (August 2009)

30. Training materials has been prepared for the training to be provided to cluster III districts on procurement of Goods and Works.
31. Preparation bid evaluation report format to assist PCU.

10.10 EIRR Outputs (August 2009)

32. Finalization of ToR and methodology for the Economic Evaluation of the RR sub-components, including data collection and training needs for district staff. Instructions for conducting EIRR concerning all road subproject for DPR has been sent.

11. PROPOSED TENTATIVE ACTIVITIES FOR SEPTEMBER 2009

- 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 August. On August 28 circulating the central level approved MYRP as reference guide, PCU has asked all core districts to prepare their respective MYRP and based on that YPO and budget program. CISC will make follow ups.
- A need of establishment of RWSS O&M (Operation & Maintenance) for RRRSDP subprojects as per the RRRSDP Guideline 2009 should be sensitized (as establishing becomes necessary once physical RWSS subproject begins). So this will be communicated in writing by PCU (CISC's WSS Specialist to make follow ups).

- Reviews of Feasibility/Walkover Survey Reports and Detailed Project Reports (DPR) of various subprojects will be continued.
- Coordination and communication meeting with Kathmandu based consulting firms providing services to DISTs in all core districts of RRRSDP on the last Friday of month to be organized by PCU, will be reminded by CISC for this month as well.
- Hiring of Environment Specialist will be done and process for hiring of a Planning, Monitoring and Evaluation Specialist will be expedited by JV Consultant as instructed by PCU.
- Participation in the meetings (SWAp, RRF, RRRSDP Joint Progress Review & Coordination Meetings of Donors/PCU, etc) shall continue as required.
- Three WSS computer aided design training will be organized for Individual Consultant (RWSS) and DTO engineers of 18 DRILP districts.
- Five cluster based trainings on procurement of goods and services will be organized for DPOs/DTOs.
- Baseline survey to be started by districts soon (mid September as instructed by the Project Coordinator in the PCU-CISC meeting-4). CISC to support PCU for sending instruction to districts for planning, hiring of and training enumerators. Training of all DISTs/DPOs has been completed by CISC on Baseline Survey.
- Similarly EIRR surveys should be also started by districts during DPR. Arrangements to be done as necessary.
- Make preparation for second newsletter as requested by the Project Coordinator. (Resettlement (Chetan) is contemplating to write one article on RRRSDP Resettlement as per his previous experience and requirement of RRRSDP).
- Revise and prepare a detailed ToR for PPMS Specialist (as EIRR Specialist will not be combined as thought) and decision has been taken PCU to advertise for the position in CISC through the JV consultant immediately.
- Social action plan data base software will be prepared by computer operators of PCU together with DoLIDAR. CISC will make constant follow ups.
- CISC will explore possible special type of infrastructures for constructing at community level. Ideas of gravity ropeway and *twin* river crossing have come up in PCU (PC). There are about 669 such infrastructures including community building (school, health post, VDC building, community hall, etc.) but other than presently ongoing type of RWSS and TB to be planned under RRRSDP in 20 core districts.

12. MEETING, WORKSHOP AND TRAINING

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

- ❖ Four day training to Resettlement Specialists (DIST) for preparing DPR related Resettlement Plan and to Social Development Specialists (SDS) and Social Mobilizers (SM) for preparing DPR related Social Action Plan (SAP), Gender Action Plan (GAP), Indigenous People’s Development Plan (IPDP), and Zone of Influence (Zoi) Survey. And Baseline Survey methods training in LDTA, Lalitpur for cluster 4 (Kavre, Sindhupalchowk, Sindhuli, and Dolakha), August 9 to August 12, 2009.
- ❖ Four day training to Resettlement Specialists (DIST) for preparing DPR related Resettlement Plan and to Social Development Specialists (SDS) and Social Mobilizers (SM) for preparing DPR related Social Action Plan (SAP), Gender Action Plan (GAP), Indigenous People’s Development Plan (IPDP), and Zone of Influence (Zoi) Survey. And Baseline Survey methods training in Parbat for cluster 2 (Parbat, Manang and Mustang), August 10 to August 13, 2009.
- ❖ Fourth PCU/CISC joint meeting for progress review at RRRSDP on August 20, 2009.
- ❖ Third Joint progress review and coordination meeting with donors on August 19, 2009. Presentation of RRRSDP Budget Program for FY 2066/67 was done by SDE/PCU and Inception Report by TL/CISC. It was reported that full DPO staff in all 20 core districts are in place except 3 Accounts Officer.
- ❖ FMS consultant attended in the orientation program organized by PCU on August 10, 2009 at NASC Jawalakhel for DPOS/DISTs of four districts. He delivered power point presentation regarding financial management system of RRRSDP.
- ❖ Training on Procurement of Goods and Works provided to DTO Chiefs, DPO Engineers and DIST Engineers of Cluster-III districts on 10 & 11 August 2009.

Proceedings of the workshops and minutes of the meetings prepared have been already submitted to PCU.

13. CISC FIELD VISIT RECORDS OF AUGUST 2009

1. FMS Consultant with PCU Account Officer visited Kavre, Sindhupalchowk and Dolakha from July 19 - August 1, 2009.
2. Regional Social Development Coordinator and Resettlement Associate made a field visit to Parbat to conduct a workshop for the resettlement specialists, social development specialists and social mobilizers of Parbat, Manang & Mustang districts of cluster 2 (8 Aug – 15 Aug 2009).

14. CISC LOGICTICS

S.N.	List of Equipment/Furniture	Brand	Qty in Nos.	Received from
1	Desktop Computer	Zenith	17+1	PCU
2	Desktop Computer	Dell	1	PCU
3	UPS	Emerge	17	PCU

4	Printer (LBP 3500)	Canon	2	PCU
5	Printer (LBP 5100)	Canon	1	PCU
6	Photo Copy (1635)	Kyocera	2	PCU
7	Binding Machine		1	PCU
8	Office Table (Working)		15+3	PCU
9	Computer Table		12+6	PCU
10	Steel Almirah		9+1 Env.	PCU
11	Working Chair		14+6	PCU
12	Visitors Chair		4+16	PCU
13	Photo Copy Table		2	PCU
14	Telephone Set*		8	PCU
15	Telephone Set		2	JV Consultant
16	LCD Projector		1	PCU
17	Laptop (Acer) (one in May and one in June 2009)		2	PCU
18	Scanner	Canon	1	PCU
19	Stand Fans	Crompton	9	PCU
20	Fire Extinguisher Cylinder		1	PCU
21	Soft Board		6	PCU
22	Vacuum Cleaner (out of order)		1	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. JV Consultant has provided for the CISC team with 3 vehicles (all new purchased) for official transport facilities. **(1 in the Reception Room not counted)*

Annex A

CISC: JV CONSULTANT STAFF & JOINING DATES & CONTACTS

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

S.N.	NAME	DESIGNATION	JOINING DATE	EMAIL ADDRESS
17	Ms. Sunita Younjan	Computer Operator	16 th Dec 2008	yonjan.sunita@yahoo.com
18	Ms. Sarmila Chaulagain	Office Assistant	16 th Dec 2008	lucky_saru99@yahoo.com
19	Ms. Parinita Sharma	Office Assistant	16 th Dec 2008	parinita_sharma5@yahoo.com
20	Ms. Manju Gautam	Messenger	1 st Feb 2009	
21	Mr. Kedar M. Dong	Messenger/Runner	19 th Mar 2009	kedardm@yahoo.com
22	Er. Prakash Shiwakoti	WSS Engineer	19 th July, 2009	shiwakoti.prakashraj@gmail.com

CISC: INDIVIDUAL CONSULTANTS, JOINING DATES & CONTACTS

S.N.	NAME	DESIGNATION	JOINING DATE	EMAIL ADDRESS
1	Mr. Upendra Gautam	Financial Management Specialist	24 th Mar 2008	upgautam2003@yahoo.com
2	Ms. Sushila Pandey	Resettlement Specialist	24 th Mar 2008	sushilapandey@hotmail.com
3	Mr. Rameshwar Lamichhane	Procurement Specialist	24 th Mar 2008	rlamichhane10@hotmail.com

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 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 to see these flowcharts in the previous April 2009 monthly report. Only serial no., D10 Procurement Flowchart slightly revised as advised by MLD on July 19, 2009 now: refer to RRRSDP's FINAL APPROVED PPM ver3 August 2009)

ANNEX E

E-1: PROGRESS STATUS of RURAL ROADS (1)

E-2: Monitoring Sheet for RRRSDP WSS Subprojects