

BANGLADESH REGIONAL CONNECTIVITY PROJECT -1 (P154580)**Terms of Reference for Consulting Services****CONSULTANCY SERVICES FOR PERFORMING FEASIBILITY STUDY OF RAMGARH AS WELL AS DETAIL DESIGN OF RAMGARH, BHOMRA AND BENAPOLE LAND PORTS****1. Introduction and Background**

The Government of The People's Republic of Bangladesh has received a USD 150 million Credit from the International Development Association (IDA) – a member of the World Bank Group – for financing the cost of the *Bangladesh Regional Connectivity Project 1* (BRCP-1), being jointly implemented by the Bangladesh Land Port Authority (BLPA), National Board of Revenue (NBR) and Ministry of Commerce (MoC). Now the BLPA intends to apply part of the IDA Credit for procuring consulting services to prepare Feasibility and Detailed Design of Land Ports at Sheola, Bhomra, Ramgarh and Benapole.

The Project Development Objective is to improve conditions for trade through improving connectivity, reducing logistics bottlenecks and supporting the adoption of modern approaches to border management and trade facilitation.

The Project consists of three (3) major components of which the below component will be implemented by BLPA:

Component 1: Invest in infrastructure, systems and procedures to modernize key selected land ports essential for trade with India, Bhutan and Nepal. The key activities under this component are: Development and improvement works at four land ports along the Southwest to Northeast Corridor that are key to facilitating regional and transit trade. These include: (i) Bhomra on the southwest border of Bangladesh, which has surpassed Benapole in terms of trade value, and is experiencing severe congestion as trading volume has exceeded the land port's capacity; (ii) Sheola on the border with Assam, Northeast India, which would be a greenfield land port. It is currently a Land Customs Station with almost no infrastructure; (iii) Ramgarh on the border with Tripura State, Northeast India, where potentially a co-location modern border management concept could be piloted; and (iv) Benapole land port, Bangladesh's largest and busiest land port, which experiences significant security and leakage problems. Activities at Benapole will include a perimeter fence, gates, junctions, security tower, drainages, a CCTV system, and a gate pass system.

Under the Bank financed Regional Trade and Transport Facilitation Studies the BLPA conducted feasibility study of Bhomra and Sheola in 2016. The feasibility study, proposed the land ports to be developed in phases. It is required to review the available feasibility study report of Bhomra and Sheola and the recommended option for the detailed design.

Under the Bank financed Regional Trade and Transport Facilitation studies, the BLPA conducted feasibility study of Bhomra and Sheola as well as detailed design of Sheola land port. The studies, completed in year 2016, need to be reviewed. A new feasibility as well as detailed design will be required for Ramgarh and detailed design only for small works in Benapole.

Annex 1 provides the physical and other available information for the proposed land ports namely Ramgarh, Sheola, Bhomra, and Benapole. The Consultant is advised to use this information as reference and are required to conduct due verification, as necessary. **Annex 2** contains a generic TOR, to be adapted and refined by the Consultant, for full Environmental Impact Assessment (EIA). Similarly, **Annex 3** contains a generic TOR, to be adapted and refined by the Consultant, for the Social Impact Assessment (SIA).

2. Objective of Consulting Service/Study and Scope

The main objective of this Consulting service (the Services) is for the following:

- a) A new feasibility study of Ramgarh land port;

- b) Review of previously completed feasibility of Phase-I portion for Bhomra land port;
- c) Detailed design of the perimeter fencing, gates and security tower at Benapole land port.
- d) Detailed design of the Ramgarh land port following the detailed feasibility (a);
- e) Detailed design of Bhomra land port following the feasibility review (b).

3. Scope of Services

To fulfil scope of services could be broadly divided into two parts as follows:

Part 1: i) A new feasibility study of Ramgarh land port;

ii) Review of previously completed feasibility for Phase-I portion of Bhomra land port;

iv) Detailed design of the perimeter fencing, gates and security tower at Benapole land port.

Part 2: i) Detailed design of the Ramgarh land port;

ii) Detailed design of Bhomra land port.

3.1 Detailed scope of services

3.1.1 Full Feasibility Study for Ramgarh Land Port

The Consultant shall carry out the detailed feasibility assessments for Ramgarh land port in terms of technical, economic, social and environmental criteria. The study shall follow applicable World Bank safeguard policies (e.g., Environmental Assessment (OP 4.01), Natural Habitats (OP 4.04), Forests (OP 4.36), Pest Management (OP 4.09), Physical Cultural Resources (OP 4.11), and Environmental Health and Safety (EHS) Guidelines) as applicable, as well as a special assessment and analysis of tribal peoples' issues (OP 4.10) and involuntary resettlement issues (OP 4.12).

The Consultant's tasks shall include, but not be limited to, the following:

- a) *Preliminary Baseline*: Assemble a preliminary baseline for each facility's site, including but not limited to the following:
 - i) *Topography*: Collect or produce aerial photographs and contour maps. Identify, map and characterize existing infrastructures. Carryout adequate engineering surveys necessary for the feasibility assessments.
 - ii) Collect all the information about the site including GIS maps, Google maps, geological maps, remote sensing, land use maps and contour maps, available reports relevant to the construction of land ports.
 - iii) *Geological Conditions*: Analyse the geological condition including seismicity and associated hazards of the proposed locations. Collect available geological, geomorphological, and geotechnical maps.
 - iv) *Climate Conditions*: Collect climate condition baselines such as rainfall, humidity, temperature and visibility and analyse these conditions.
 - v) *Biological Conditions*: Collect and analyse baseline conditions for aquatic and terrestrial flora and fauna in the project area, including especially any endangered species or others with conservation or protective status as per IUCN Red List as well as national legislation. Characterize the natural habitats in the project area that they depend on.
 - vi) *Noise level and air quality*: At all sensitive locations near each land port, including approach roads and bridges, collect and test samples for air quality (measure at least PM10, PM2.5 and SPM at terrestrial and aquatic habitat area for the route). Basic demographic and socioeconomic information on the local populations in the vicinity of each facility site and within the facility

- vii) **Land Use:** Characterize the existing land use within the area of influence of each port including areas for cultivation, grazing areas, shelter, commercial activities hilly areas, forested areas, industrial areas, residential areas, common properties, etc.
- viii) Identify and describe the known Physical Cultural Resources (historical, religious, or architectural) as well as socially sensitive areas like schools, bazaars, temples, etc.
- b) *Traffic Surveys:* Carryout traffic surveys in order to document existing traffic and develop traffic projections for generated and diverted traffic.
- c) *Infrastructure Survey:* Collect information on existing access and relevant infrastructure including roads, inland waterways, railways, border infrastructure including their capacity, condition, the traffic they currently carry, and required improvement to suit the proposed land port development for internal and cross-border traffic. Document/propose any last-mile links/infrastructure that are needed to be developed including river ports, access roads, parking areas, etc.
- d) *Social Screening and Preliminary Social Impact:* Collect demographic, population, and land holding information in order to estimate populations to be affected positively or negatively. Estimate land acquisition and resettlement needs and application of World Bank Operational Policy 4.12 and Government guidelines and legislation. Conduct consultations at Union/Upazilla, District and if necessary, Regional levels with the communities and relevant stakeholders for identification of adverse social impacts, and identify potential measures and technical options to minimize resettlement and adverse impacts on livelihoods. Any consultations carried out with small ethnic disadvantaged communities (also referred to in this TOR as “tribal communities” or “tribal peoples”) will ensure the principles of “free, prior and informed consultations” as per World Bank’s policy 4.10 on the Indigenous Peoples. Prepare initial cost estimate for land acquisition and resettlement, and for major components to quantify the social cost to be included in the project cost.
- e) *Environmental Screening, Scoping and IEE:* Based on the preliminary baseline characterization of environmental and social aspects of the project site, as well as initial meetings and consultations with stakeholders, carry out screening and scoping of key potential environmental and social impacts, and corresponding avoidance/ minimization/ mitigation measures that should be incorporated into the feasibility-stage proposed design. Document the preliminary baseline, initial assessment of potential impacts, and potential measures to avoid, minimize or mitigate such impacts. This preliminary screening and scoping assessment should be documented in the format required by GoB Department of Environment (DoE) for Initial Environmental Evaluation (IEE), for purposes of receiving site clearances from DoE and other requirements of DoE’s updated Environmental Conservation Rules (ECR).

The IEE report should furthermore include a proposed detailed TOR for a full Environmental Impact Assessment (EIA) to be conducted for Ramgarh land port in line with World Bank requirements for EIA. See Annex 2 for a generic TOR for full EIA, to be adapted and refined by the Consultant.

- f) *Organize a Seminar /Workshop:* The consultant needs to organize a national workshop in Dhaka and another in Khagrachari with participation from stakeholders: including the representatives from project area to ensure that the local concerns are addressed by the project in case of Ramgarh.
- g) *Prepare the Land Plan and Master Plan* with the preliminary engineering designs for all the land port requirements (design of land development, high security boundary walls, roads, drainages, functional buildings/offices for Customs, Land Port Authority, SPS functions/labs and other border agencies, warehouse, barracks for security personnel, open stack area, parking spaces, trans-loading bays, weighing yard, vehicle maintenance yard, toilets, canteen and cooking facilities, staff quarters and other utility buildings on the basis of identification of requirements) including alternative/ options designs for comparison purposes.

The Land Plan and Master Plan should take into account the recommendations of the environmental and social screening and scoping, so as to avoid or minimize environmental and social impacts where feasible. Detailed consultations are required to be conducted with all stakeholders to identify the expected type and volume of traffic, expected process and organization required from each, and possibility of future development.

- h) *Economic and Financial Analyses:* Estimate investment/ maintenance costs for the possible alternatives, benefits, and carry out comparative economic and financial analyses, sensitivity and

risk analyses for design options/alternatives and under different investment scenarios, considering construction and key impact mitigation and resettlement costs, rehabilitation and maintenance life cycle costs.

i) *Prepare the following outputs:*

- i) Land Plan and Master Plan of the land port design, layout, and linked infrastructure including last mile connectivity needs such as access roads, river ports, etc. The plan should show all the necessary infrastructure, equipment and service lines that are necessary to operate the land port. Alternative plans to be developed to assess the different possible options and evaluated to find out best one.
- ii) Feasibility level design drawings and reports with a content and format acceptable to the GoB and the World Bank.
- iii) Social Impact Assessment (SIA) and Environment Management Plan (EMP) for each alternative to access the port including demographic, population, and land holding information including the requirements for land acquisition, estimate of land to be acquired, estimate of affected household, estimate of displaced household, consultation, draft resettlement and (if found necessary) rehabilitation/relocation estimates, and budget.
- iv) Initial Environmental Evaluation including preliminary mitigation measures, and detailed proposed TOR for full EIA of each facility.
- v) Cost estimates and cost-benefit projection/analysis, including economic and financial analyses and sensitivity analyses.
- vi) Preliminary project implementation plans including construction technology considerations as well as preliminary environmental and social minimization and mitigation considerations.

The outcome of the feasibility study i.e.; various options identified, master plan and preliminary design options, comparison of options in terms of technical, social, environmental, and economical aspects shall be presented to BLPA, Customs and other key stakeholders/users. The Consultant may need to rearrange the different options to finalize the recommended option for approval. Recommendations of the study shall be reviewed, checked, and formal approval shall be required from BLPA to proceed to **Part 2** of the selected option.

3.1.2 Review of feasibility for Bhomra Land Port

The Consultant shall review and update the earlier feasibility assessments for Bhomra land port in terms of technical, economic, social and environmental criteria. The study shall also follow all applicable World Bank safeguard policies (e.g., Environmental Assessment (OP 4.01), Natural Habitats (OP 4.04), Forests (OP 4.36), Pest Management (OP 4.09), Physical Cultural Resources (OP 4.11), and Environmental Health and Safety (EHS) Guidelines) as applicable, as well as a special assessment and analysis of tribal peoples' issues (OP 4.10) and involuntary resettlement issues (OP 4.12). In this regard, the Phase I development portions of previously completed feasibility studies on Bhomra (by Yooshin/VITTI in 2016) shall be reviewed and updated.

The Consultant's tasks shall include, updating of the preliminary baseline information collected in earlier feasibility study and deliver the following:

- a) Updated Land Plan and Master Plan of the land port design, layout, and linked infrastructure including last mile connectivity needs such as access roads, river ports, etc. The plan should show all the necessary infrastructure, equipment and service lines that are necessary to operate the land port. Alternative plans to be developed to assess the different possible options and evaluated to find out best one.
- b) Updated feasibility level design drawings and reports with a content and format acceptable to the GoB and the World Bank.
- c) Updated SIA and EMP for each alternative to access the port including demographic, population, and land holding information including the requirements for land acquisition, estimate of land to be acquired, estimate of affected household, estimate of displaced household, consultation, draft resettlement and (if found necessary) rehabilitation/relocation estimates, and budget.

- d) Updated TOR for full EIA of each facility.
- e) Updated cost estimates and cost-benefit projection/analysis, including economic and financial analyses and sensitivity analyses.
- f) Updated preliminary project implementation plans including construction technology considerations as well as preliminary environmental and social minimization and mitigation considerations.

The outcome of the feasibility study i.e.; various options identified, master plan and preliminary design options, comparison of options in terms of technical, social, environmental, and economical aspects shall be presented to BLPA, Customs and other key stakeholders/users. The Consultant may need to rearrange the different options to finalize the recommended option for approval. Recommendations of the study shall be reviewed, checked, and formal approval shall be required from BLPA to proceed to **Part 2** of the selected option.

3.2 Detailed Design

The detailed tasks and responsibilities under detailed survey and detailed engineering design include but not limited to the following:

3.2.1 Preliminary tasks for Ramgarh, Bhomra and Benapole

- a) Topographical survey of the existing and or proposed land port site area adequate for land port construction including access roads, water supply, sanitation, and other public facilities.
- b) Baseline survey for efficient and accurate control of vertical and horizontal features during construction, (150 mm x 150 mm x 600 mm permanent RCC bench marks at the spacing of maximum 60 m); record geodetic coordinates and altitudes of each important ground points including bench marks;
- c) Leveling survey with spot levels at 15m for preparing contour map;
- d) Cadastral survey where acquisition of land is necessary for carrying out the improvement works;
- e) Preparation of existing site inventory and identification of the rehabilitation of the waterways (drainage) and public facilities;
- f) Adequate Geological /Geotechnical investigations (1m x 1m x 2m pits or 8 m deep boreholes at 50m spacing) and all engineering testing works required for design of structures, pavement and slope-stabilization works;
- g) Construction material survey to identify the source, quality, and quantity of the construction materials and location of the borrow pits and the quarries; identify disposal area for the dispose of surplus materials;
- h) Hydrological investigation and studies, to determine the different hydrological parameters required for land port development including drains, longitudinal drainage and subsoil drainage system; identification of erosion prone areas and requirements for their protection, etc.;
- i) Assessment of the required bio-engineering works;
- j) Carryout detailed socio-economic baseline study in the influence area approximately 3 km on either side of the proposed land ports and for any additional infrastructure required to access the ports.

3.2.2 Environmental, Social and Safety Considerations

- a) The design should take into consideration the findings of the IEE, SIA, EMP and RAP (completed in Phase 1 for Ramgarh and Bhomra; including all probable impacts and risks to the environment, local communities, and the health and safety of both workers and surrounding communities by the proposed works, and the design should mitigate or minimize such impacts and risks, with inclusion of appropriate measures in the design.

- b) Environmentally safe tipping areas for surplus mass of excavated or any other material should be identified and such cost to be included in the cost estimates.
- c) All other mitigation measures should likewise be fully reflected in the physical designs and associated construction cost estimates, as appropriate. The Consultant shall follow the World Bank safeguard policies and Environmental, Health and Safety (EHS) Guidelines, as well as the Government of Bangladesh's environmental guidelines and standards. Where the World Bank and GoB standards differ, the higher standard shall be adopted, unless a specific justification can be made to the contrary.
- d) In case of Ramgarh, Bhomra land ports, conduct EIA including Environmental Management Plans (EMP) based on the detailed TOR developed during Part 1. For Benapole, only EMP shall be developed. This will also include consultations with affected communities as part of the assessment process (refer **Annex 2** for details).
- e) The Consultant shall undertake necessary social surveys in the area and identify Project-Affected Persons (PAPs) and Households (PAHs) in all the 4 land ports to prepare a RAP including entitlement matrix and compensation plan and coordinate with various agencies for timely property acquisition and disbursement of compensation to the affected families (refer **Annex 3** for more details).
- f) For all the land ports, the Consultant shall prepare an Indigenous/Tribal Peoples Plan. The Consultant shall prepare drawings including working drawings with sufficient detail for bidding and execution of the construction works in appropriate size, scale and format in accordance with GoB standards or other standards acceptable to BLPA.

3.2.3 Designs and Drawings

- a) Based on the approved design option from the feasibility study, the Consultant shall: Prepare a detailed Land Plan and Master Plan for twenty years period for Ramgarh and Bhomra land ports showing all the required infrastructures and facilities/ utilities necessary to operate the land port including last mile links/access infrastructure, etc.

In case of Benapole, the plan shall show the existing infrastructure as well as the proposed fencing, gates and security towers.

- b) Prepare the Detailed Architectural and Engineering Design for land port infrastructures which shall include landscaping, boundary walls, security tower, buildings, approach/ inside roads, retaining and protection structures, drainage, river training, slope stabilization and bioengineering works, water supply and sanitation, electrical supply and electrification, telecommunication, pavement works suitable for land ports/ roads, environmental mitigation measures, environmental enhancement measures as applicable, and miscellaneous ancillary works for garbage management and other supporting amenities in accordance with the approved preliminary design..

In case of Benapole, detailed Architectural and Engineering Design shall be required only for the proposed fencing, gates and security towers.

- c) All the design works must follow the requirement and standard code of practices acceptable to BLPA and the World Bank and should be based on current proven and accepted GoB or international practices.
- d) The Consultant shall furnish the important documents, design reports, drawing and other necessary information in the BLPA acceptable format in soft copies.
- e) The design shall consider special requirements of the female traders and users of the land ports.
- f) The Consultant shall prepare work and material specifications in compliance with GoB standard specifications for related works or acceptable international standards. The specification document shall also contain details on method of measurement and payments as well as appropriate penalties for non-compliance.

3.2.4 Preparation of Bid Documents

- a) On the basis of the detailed design and drawings, and incorporating all relevant environmental mitigation measures identified in the EIA, EMP, SIA and RAP, the Consultant shall prepare Engineer's Estimates of the construction works with sufficient accuracy to prepare the bidding documents separately for Ramgarh, Bhomra and Benapole land ports.

For the purpose of comparing the cost estimates, the Consultant shall prepare an estimate based on prevailing contract prices of key items. BLPA will provide necessary assistance in approaching authorities to collect such item rates of the similar works also consult will finalize this estimate as per existing market trend.

- b) The Consultant shall make appropriate sized bid packages for the works in close consultation with BLPA and prepare suitable Bid Documents as agreed in approved procurement plan of BLPA.

4. Duration of Services

Considering the different activities proposed herein and their logical sequence, a total of 7 month period is estimated as follows:

Part 1 within 3 months from Start Date

- i) A new feasibility study of Ramgarh land port;
- ii) Review of previously completed feasibility for Phase-I portion of Bhomra land port;
- iii) Detailed design of the perimeter fencing, gates and security tower at Benapole land port.

Part 2 within 4 months from completion of Part 1

- i) Detailed design of the Ramgarh land port;
- ii) Detailed design of Bhomra land port.

Considering parallel activities to be executed in Ramgarh, Bhomra and Benapole, the Consultant will be required to mobilize more than one team in all the three phases so that the all the tasks could be completed within the stipulated period.

5. The Consultant's Team and Inputs

The proposed services under this Terms of Reference shall be carried out by using a consulting firm (Consultant) with adequate experience in feasibility, detail design, and environmental and social assessment, and having experiences in similar infrastructures and management of land ports. The Consultant should have experience in the fields of architectural planning and design, engineering survey and design works for similar infrastructures for land customs stations, container yards, inland container depots, dry ports, traffic forecasting and planning, pavement design, slope protection works, drainage engineering, solid waste management, bioengineering, hydrology, material study, economic and financial evaluation, cost estimation and preparation of bid documents, resettlement, environmental and social safeguards/risk analysis and management, and stakeholder engagement.

5.1 Staff Inputs

Indicative staff inputs for Part 1 and 2 are as follows:

Key Professionals	Inputs in month		
	Part 1	Part 2	Total
A. Team Leader/Port Engineer	3	4	7
B. Structural Engineer	3	4	7
C. Architect/ Landscape planner	3	4	7
D. Transport Economist	2	1	3

E. Quantity Surveyor (2 numbers)	4	7	11
F. Geotechnical /Materials Engineer	2	4	6
G. Environmental Specialist (2 numbers)	2	7	9
H. Social Development Specialist (2 numbers)	2	7	9
I. Water supply and Sanitary engineer	1	2	3
J. Electrical Engineer	1	2	3
K. Pavement Design Engineer	3	4	7
L. Procurement and Contract Specialist	-	2	2
M. Customs and Border management specialist	2	2	4
Total Staff Inputs	28	50	78

Note:

- a) List of key professionals and estimated person month is for reference only. The Consultant is responsible to review the required services and may propose own requirements for the key professionals and other support staff (eg: Surveyors with helpers, CAD operators, traffic enumerators, etc.) required to complete the proposed services in a satisfactory manner.
- b) Financial proposal should include all the direct and indirect costs necessary to execute the services and reporting including organization of meetings with PAFs as well as stakeholders workshop in Dhaka, Khagrachari and Bhomra.
- c) The number of experts proposed for different positions shall match with the Consultant's Technical Proposal.

5.2 Qualifications and Responsibilities of Key Personnel

The broad qualifications of the Key personnel are given below. The responsibilities shall be assigned by the Consultant to complete all the deliverables in a professional manner.

A. Team Leader/ Port EngineerAcademic Qualification and Experience

- Education: Graduate in Civil Engineering; preferably Masters in Civil Engineering/Ports or related field; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 15 year as Civil Engineer in design and construction of civil engineering projects; 5 year as Team Leader in works of similar nature and complexity (detail design and supervision of ports or land customs stations) including 2 numbers of donor funded projects.

B. Structural EngineerAcademic Qualification and Experience

- Education: Graduate in Civil Engineering; preferably Master's in Structural Engineering; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 10 year as structural engineer for design and construction of buildings, ports or land customs; 5 year as Structural Engineer in at least 2 works of similar nature and complexity.

C. Architect/ Landscape plannerAcademic Qualification and Experience

- Education: Graduate in Architecture; preferably masters in architecture; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 10 year as architect/ designer in design of buildings, ports or customs facilities; 2 works of similar nature and complexity.

D. Transport Economist

Academic Qualification and Experience:

- Education: Graduate in Civil Engineering with masters in Transport Economics; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 8 year as Transport Economist in feasibility studies of roads and ports; 2 works of similar nature and complexity.

E. Quantity Surveyor (2 numbers)

Academic Qualification and Experience:

- Education: Graduate in Civil Engineering; Master's degree in engineering preferred; relevant trainings and membership in a relevant professional organization will be an advantage
- Experience: 5 year as Civil Engineer/Quantity Surveyor in analyzing the various rates for construction, estimating quantities, and preparing cost estimate of buildings, ports or highways; 5 year in construction supervision of multi-story buildings, steel structures and ports.

F. Geotechnical/Materials Engineer

Academic Qualifications and Experience:

- Education: Graduate in civil Engineering; Master's degree in Geotechnics/ Material/ Quality Control Engineering preferred; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 8 years in sub-soil exploration, foundation design/construction; 5 year as Material Engineer/ Quality Assurance Engineer in building infrastructures and pavement construction projects.

G. Environmental Specialist (2 numbers)

Academic Qualification and Experience:

- Education: Graduate in Ecology, Forestry, Environmental Science or Engineering; Master's in Environmental Engineering, Environment Science or equivalent preferred; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: Minimum of 8 years of experience in leading and/or monitoring/supervising construction stage implementation of Environmental Impact Assessment (EIA) study and Environmental Management Plan requirements for comparable projects. Construction stage environmental monitoring, familiarity and prior experience with World Bank Safeguard Policies will be a plus.

H. Social Safeguard Specialist (2 numbers)

Academic Qualification and Experience:

- Education: Graduate in civil engineering, social science or sociology; Master's in Social Science, Sociology or equivalent preferred; relevant trainings and membership in a relevant professional organization will be an advantage.

- Experience: Minimum of 10 years of experience as Social and Resettlement Specialist in comparable projects, preferably those supported by the World Bank, ADB or other multi/bi-lateral donors. Previous experience in SIA, review/preparation and implementation of RAP, and stakeholder engagement is necessary.

I. Water supply and Sanitary Engineer

Academic Qualification and Experience:

- Education: Minimum Graduate in Civil/ Sanitary Engineering; preferably master's degree in Water Supply and Sanitation or a relevant subject; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 8 years of experience as in design and supervision of water supply/ sanitary systems for buildings and yards, out of which execution of 2 waste-water disposal projects.

J. Electrical Engineer

Academic Qualification and Experience:

- Education: Minimum Graduate in Electrical Engineering with preference to Masters in a relevant subject; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 8 years of experience as Electrical Engineer with experiences in the design and supervision of building electrification.

K. Pavement Design Engineer

Academic Qualification and Experience:

- Education: Minimum Graduate in Civil Engineering, preferably masters in highway, transportation or relevant subject; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 8 year as Highway/Transport Engineer in design and construction of roads and ports; 5 year as Team Leader in works of similar nature and complexity (detail design and supervision of ports or land customs stations) including 2 numbers of donor funded projects.

L. Procurement and Contract Specialist

Academic Qualifications and Experience:

- Education: Minimum Graduate in Engineering, Law, Management or relevant subject. Preferably procurement related subject or relevant training; additional training and membership in a relevant professional organization will be an advantage.
- Experience: Should have at least 10 years of relevant experience with the specialization in procurement/contract management. Training on public procurement, dispute resolution and handling procurement of works and goods under World Bank/Donor funded projects will be an added qualification. He should have handled procurement and contract management of a similar infrastructure like building/ port/ roads contract on ICB/NCB norms, including experience of handling variation orders to contracts, claims of contractors and their appropriate disposal.

M. Customs and Border Management Specialist

Academic Qualification and Experience:

- Education: Master's Degree; relevant trainings and membership in a relevant professional organization will be an advantage.
- Experience: 15 years as customs/port officer experience with minimum 5 years' experience as senior level responsibility for a major customs border station, port or inland clearance facility.

6. Implementation Schedule and Reporting Requirements

The total duration of contract is estimated to be 7 months for the proposed Feasibility Study and Detail Design works. The Consultant is expected to achieve the following key activities and reporting's for each land port at Ramgarh, Bhomra and Benapole as follows:

Key Activities	Timing	Reporting	Delivery Conditions
Mobilization, Data/report collection, desk study, detailed scheduling of activities and preparation of inception report	3 weeks from Start Date	Inception Report	5 hard/ 1 soft copy
Summarization of monthly activities	1 st week of each consecutive month	Monthly Progress Report	5 hard/ 1 soft copy
Detailed Design for works at Benapole land port including EMP	1.5 months from Start date	Draft detailed design report with Bid Documents	5 hard/ 1 soft copy; including a presentation at the Employer's office
Review and updating of availed feasibility reports on Bhomra land port	2.0 months from Start Date	Draft revised and updated Feasibility Report	5 hard/ 1 soft copy; including a presentation at the Employer's office
Full feasibility study of Ramgarh land port	3.0 months from Start Date	Draft Feasibility Reports on Ramgarh land port	5 hard/ 1 soft copy; including a presentation at the Employer's office
Final report on all Phase 1 activities	No later than 3.5 months from Start Date	Detailed Design of Benapole; Updated Feasibility of Bhomra;; Full Feasibility of Ramgarh Land Ports	separate volumes; 5 hard/ 1 soft copy
Summarization of quarterly activities	1 st week of each consecutive quarter	Quarterly Progress Report, in 5 hard copies and a soft copy, including a presentation in the Progress Review Meeting at the Employer's office	5 hard/ 1 soft copy; including a presentation at the Employer's office
EIA and EMP for Ramgarh, and Bhomra land ports including necessary public hearings	6.0 months from Start Date	EIA Report on Ramgarh, and Bhomra land ports	separate volumes; 5 hard/ 1 soft copy; including a presentation at the Employer's office
Draft detail design of Ramgarh, and Bhomra land ports and preparation of bid documents	6.5 months from Start Date	Draft Design Report on Ramgarh and Bhomra land ports	separate volumes; 5 hard/ 1 soft copy; including a presentation at the Employer's office

Finalization of detail design of Ramgarh, and Bhomra land ports	7.0 months from Start Date	Design Report on Ramgarh and Bhomra land ports	separate volumes; 5 hard/ 1 soft copy
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Note:

- *Considering parallel activities to be executed in Ramgarh, Bhomra, and Benapole the Consultant shall be required to mobilize more than one team to conduct the survey and design works.*
- *The consultant needs to organize a national workshop at Dhaka and another one in Khagrachari with participation from stakeholders including the representatives from project area.*
- *Presentation and Deliberation on the Reports at BLPA: Within 3 working days of the submission of the report at each stage as shown in above table, the Consultant shall make presentation of the report to the BLPA project team as well as other stakeholders of the Employer for discussion and deliberations. The Consultant shall submit the minutes of the meeting with proposed modifications in the report to the Project Coordinator within 48 hours for review and comments. The Employer shall provide their comments within 7 days of the submission of the minutes.*

7. Facilities and Equipment

7.1 To be provided by the Consultant

During the study, the Consultant shall provide all the facilities for their staff and other logistical requirements on their own to fulfill their obligations. These will also include support staff and office facilities, office equipment and supplies, required equipment and materials for field data collection, vehicles, and communications as required for each land port. The Consultant will set out the phase wise requirements in the technical proposal and provide the financial cost estimates for these in their financial proposal.

7.2 To be provided by the Government

The Government will provide the Consultant with all available studies and reports and data relevant to the services. BLPA will provide access to the related land ports and information required for the study and provide assistance where the Consultant, for the purpose of executing these services, needs to coordinate with other Government agencies, and non-government agencies. The BLPA will also participate in all stakeholder consultation events related to the environmental and social assessments, with the technical and logistical support of the consultant as required.

Annexes

- Annex 1: Physical and other available information for the proposed land ports namely Ramgarh, Bhomra, and Benapole.
- Annex 2: Initial generic ToRs for EIA of each land port which need to be refined and further specified by the Consultant as part of Phase I feasibility-stage screening, scoping and carrying out of IEE.
- Annex 3: Standard ToRs for Social Impact Assessment

Annex 1: Physical and other available information for the proposed land ports namely Ramgarh, Bhomra and Benapole

1. Ramgarh

1.1. Background and context

Ramgarh is a now non-existent border crossing between Bangladesh and India, although it is occupying a key strategic location between Northeast India and Chittagong Port. It is on the road to Chittagong from the southern border of Tripura, and the closest point in Northeast India to Chittagong Port. The opening of new trade routes between Bangladesh and the north-eastern states of India through Ramgarh-Sabroom border point is considered as a high potential commercial route in the near future, should a formal border station be erected. Chittagong Port can serve as the main port of Northeast India, and bilateral trade is expected to increase significantly. Ramgarh could also serve as a transit point between West Bengal, Tripura, and the rest of Northeast India.

Ramgarh is located at the southeast border of Bangladesh in Ramgarh Upazilla of Khagrachari District. The closest Indian border area is Sabroom of South Tripura district of Tripura Province. Ramgarh is about 50 km and about 58 km away from Khagrachari and Feni District, and Sadar, respectively. The Upazilla has a number of tribal community inhabitants, some of them within the radius of 2/3 kilometers of the proposed site of the land port.

1.2. Position

The Ramgarh/Sabroom land port site is adjacent to the River Feni and the natural borderline between Bangladesh and India. There is currently no bridge crossing the river Feni, and no approach/access road, although the Government of Tripura is currently working on the survey and design of the bridge. There is decent road connectivity with Ramgarh from Khagrachari District, Sadar, and junction point of Dhaka-Chittagong highway to Chittagong Port, Dhaka and other parts of the country. There are some narrow and defective Bailey bridges on the road from Ramgarh to the junction point of the side road with Dhaka-Chittagong Highway. The Upazilla Sadar Ramgarh is approx. 1.5 km away from the proposed land port area. Electricity is available at Upazilla Sadar, which the land port can connect to. There is mobile network coverage in the area. There are currently no Customs and Immigration facilities in this area although a BOP of BGB is located at Mohamoni very close to the proposed land port area. Other Upazilla level government offices are located nearby. Villages are also located near the area.

1.3. Traffic

While it would be difficult to extrapolate from current figures any meaningful projection, some indication of anticipated traffic flows could be derived from macro data, such as population, volume of trade within the region from both sides of the border (and to Chittagong in Bangladesh), and diversion of traffic from other border crossing points when Ramgarh becomes an operational land port. For this reason, the design of the station should be modular, with reserved space for future expansion.

Similarly, a breakdown between different categories of traffic is uneasy, but can be estimated based on the assumptions that:

- The local population will probably cross the border regularly, as it is basically the same in both countries; this will generate border market trade.
- There are already exchanges across the river, which will increase when new and more convenient infrastructure is built.
- The access roads on both sides will determine the size of motorised traffic.
- An analysis of existing – and potential – traffic based on evaluating existing and potential production capacity and trade capacity.

This traffic breakdown will affect the design of the Ramgarh facility in terms of specific infrastructure (special routing for pedestrian traffic and border trade, dedicated lanes for trucks, bullock carts, small buses, etc.), and the location of control positions and equipment. Here again, the design should be

flexible enough to allow temporary or future permanent re-assignment of parts of the facility dedicated to the different categories identified above.

2. Bhomra

2.1. Background and context

Bhomra Land Customs (LC) Station started its operation on May 25, 1996. In the meanwhile, it has become the second largest land port of Bangladesh. Even, last year through this port, highest amount of trade among the land ports have been performed. The land port is named after the name of the Union. It is located at the south-western border of Bangladesh. Shrimp culture and crop production (especially jute and paddy) are the major sectors of local economy.

Trade volume through Bhomra is increasing at an average rate of 19.03 percent for the last three (3) years. The trend will get pace after the construction of the Padma Multipurpose Bridge as this would reduce the travel distance from Kalkata. Consequently, the port will have to accommodate a huge traffic (both inbound and outbound). For this reason, the land port will have to have a scope for expansion its capacity. These facilities will require 100 acres of land for orderly development of the land port. If planned, this will ensure maximum utilization of the lot and that will result orderly growth of the port which will ultimately improve the cross-border trade and as well as cross border economy.

The site is flooded with rain water during rainy season and during dry season it is used for parking of trucks and temporary storage area for the imported stone. The Ichamati River is located about 3 km South-West of the site and the river is connected with the site through an inland drainage basin.

For operation of the port facilities, an existing power line from Satkhira Sadar to the proposed land port needs to be extended. The length of this power line will be 19 km. About 714000 cubic meters of the borrow material would be required for filling of the land above the flood levels. The borrow material will be extracted from the abandon fallow land and pond of the area within 10 km.

2.2. Position

The locality opposite to Bhomra across the border is Ghojadanga, a small urban area of West Bengal, India. Ghojadanga and its neighbouring town Bashirhat was connected to Satkhira through this border crossing point by Old Satkhira Road. Though, it was not a corridor of bulk trade but, prior to 1990s, there was a free connection among the said places. People used this route to trade Rice, Kerosin and Salt to India and Sugar, Condiments and Sarees to Bangladesh.

Bhomra Land Port is operating as a full fledge Land Port now. The LC station was set up here in 1996. After a long 17 years, it was declared a land port in 2013. The place has basic infrastructure support like electricity, telephone (OTD), road etc. Existing road network from Satkhira to Bhomra Land Port is constructed by Roads and Highways (R&H) Division and the entire road is paved. The first one kilometer from the border is composed of 15 meter wide carriageway with divider and the rest portion has a 7.62 meter wide carriageway.

The distance from Satkhira to Calcutta, capital of West Bengal is around 77 km and it is about 15 kilometers away from Satkhira District Head Quarter. A large and well-designed building was recently built at the LP station for accommodating Customs, Immigration and the Land Port Administration. There is no Truck terminal here, rather the vehicles waits in a queue on the road.

2.3. Traffic

Based on the economic and demographic growth scenario, forecast results of export/import quantities has been calculated by scenario. Total trade amount in 2040 is expected to be in the range of 7.5 ~ 8.8 million tons a year. At present, the volume is 1.87million tons and it is increasing at an increasing rate.

In consideration of industrial development policies of the government of Bangladesh, the future trade volumes at Bhomra land port are 4.8 million tons in 2030 and 8.2 million tons in 2040.

Based on the two-growth scenario in the future, total number of people who come in to Bangladesh and go out from Bangladesh will be 187,800~371,200 persons.

3. Benapole

3.1. Background and context

On the Bangladesh-India land border, Benapole is the most important checkpoint of Bangladesh and is operated by the Bangladesh Land Port Authority (BLPA). Geographically Benapole is a major strategical point for border trading between India and Bangladesh owing to its proximity to Kolkata. Almost 90% of the total imported items from India come through Benapole. Primarily Benapole land port was a Land Customs station and gradually it turned into a Customs Division (1984) and later Custom House (1997) in response to its rising importance as in terms of import volume. In 2009, the newly constructed building of Benapole Customs and Immigration Check post came into operation.

As of 2009, 143 staff including 9 officials and 134 employees are working at the Benapole land port. In fiscal year 1996-97 revenue realized from Benapole land port was around Taka 5 billion, at present it is Taka 8.50 billion.

Benapole land port is also lucrative for Indian exporters for its cheaper service and equipment charges. Indian goods receive duty exemption advantage in this land port. The Indian Government has also decided to give priority to export in Bangladesh through Benapole-Petrapole border. Kolkata, one of the commercial hubs of India, is only 80 kilometers away from the Petrapole-Benapole border and is involved in development in the area.

In 2008, 5.9 acres of land has been acquired and developed with port facilities such as 7063.2 sqm transit shed, 20365 sqm open stack yard, 4300 sqm bituminous road, some section of boundary wall, RCC drain, electrification and 2 numbers of 100 MT weighbridge scale. It is high time that the security arrangement at the port be enhance to address the present operational challenges.

Land ports are now known to be one of the places that are vulnerable to the risk of terrorism. Exploiting its strategic importance and vast number of daily port users, Benapole has been the focus of petty protests as well interfering with port operations. BLPA is sensitive to these and puts a high priority on the safety and security of its facilities and operations. A dedicated Port Police has been deployed at the port. The port authority is working in close collaboration with multiple government entities to monitor safety aspects. Following the present consulting task, security fencing circumscribing the port will be built. A separate study is ongoing to install CCTV camera and other plethora of security arrangement to augment security monitoring.

3.2. Position

Benapole is a township in Sharsha Upazilla in the Jessore District of Bangladesh. The Petrapole Customs station of India is situated across the border and since 1971 (some sources say 1947), a large number of people have travelled between Bangladesh and India through Benapole Customs station. The railway link between Bangladesh and India through Benapole was discontinued when war broke out between Pakistan and India in September 1965 (during this time, modern day Bangladesh was part of Pakistan, known as East Pakistan). Urbanization of Benapole started in the 1990s along the Grand Trunk Road. In April 1971, the operational area of the sector 8 comprised the districts of Kushtia, Jessore, Khulna, Barisal, Faridpur and Patuakhali. At the end of May, the sector was reconstituted and comprised the districts of Kushtia, Jessore, Khulna, Satkhira and the northern part of Faridpur district.

3.3. Traffic

Benapole had witnessed a rise of imports by 15% to 20% each year. It has become a significant revenue generator for the government since late 1980s. However, port facilities remain under-developed as yet. Carriability of the road from Benapole to Jessore is limited notwithstanding regular maintenance. Studies are ongoing to sort out improvement areas in the immigration and customs of the land port and also studying feasibility of Benapole-Petrapole border as a corridor of transit in this South Asian region.

Annex 2: Initial generic ToRs for EIA of each land port (Part 2 of this assignment), to be refined and further specified by the Consultant as part of Part 1 feasibility-stage screening, scoping and carrying out of IEE

Since the World Bank and GoB are the financing sources of the studies, the project must comply with the policies and legislative requirements of both the World Bank and the GoB. World Bank Operational Policy Environment Assessment (OP/BP 4.01) policy has been triggered and an Environmental Impact Assessment (EIA) including Environmental Management Plan (EMP) will be required for each proposed land port, as well as specific additional social management measures. On the national side, the Environment Conservation Rules (ECR), 1997 (amended 2010) of Bangladesh Government will apply to the project. The Consultant will verify the legal requirements for environmental clearances as well as any other laws and regulations related to environmental and social aspects as pertinent to the project.

The main objectives of the proposed study are: (i) evaluate the potential overall environmental and social impacts of the proposed project activities as well as related health and safety risks and issues; (ii) propose specific minimization, mitigation, management and monitoring measures and systems as part of an Environmental Management Plan (EMP) for the project, including cost estimates for their implementation; (iii) suggest project specific standard Environmental Code of Practices (ECPs); and, (iv) identify the institutional arrangements, and capacity building needs, for implementing the EMP.

The EIA and EMP reports for each land port should cover construction and operation stage activities, taking into account all of these activities and ancillary works. Also technologies, equipment, manpower, resource use, traffic, existing and future depot activities, etc. as well as the social and environmental baseline conditions and sensitivities in the area of influence need to be considered.

The detailed list of tasks to be completed includes but is not limited to:

1. Review of Relevant Policies and Legislation

- Review current relevant policies, legislations, EIA procedures/practices and land acquisition procedure of the Government of Bangladesh (GoB) related to the facilities' development, and their applicability and implications for the proposed project;
- Review the relevant World Bank (WB) environmental and social safeguard policies, Environmental Health and Safety (EHS) Guidelines, guidelines related to inclusion, participation, transparency and social accountability, and their applicability and implications for the proposed project;

2. Project Description and Project Influence Area

- Describe the project, including all associated or ancillary facilities relevant to both construction and operation stages, such as approach road(s) and bridges, power supply and transmission line(s), water supply and sanitation infrastructure, worker camps during construction, drainage infrastructure, etc.
- Describe the steps to define the project influence area (PIA);
- Determine the PIA and identify the Important Environmental Features within the PIA;

3. Baseline studies

- Characterize the baseline conditions within the project area of influence. Key baseline aspects should include:

Physical baseline, including:

- geological conditions, seismicity and associated hazards
- climate (rainfall, humidity, temperature and visibility), and projected climate change over the lifespan of the proposed infrastructure,
- chemical parameters of surface and ground water in the adjacent area;

- air quality;
- noise.

Biological baseline, including:

- Aquatic and terrestrial flora and fauna, including especially any endangered species or others with protective status

Socioeconomic baseline, including:

- Presence and proximity of nearest houses or other dwellings, and demographic characterization of nearest communities
- Presence and proximity of nearby economic activities (formal and informal), including both land- and water-based (such as fishing)

4. Stakeholder Identification and Consultation:

- Consultation with the stakeholders shall be used to improve the plan and design of the project rather than merely having project information dissemination sessions. The consultants shall carry out consultations with Experts, NGOs, concerned Government Agencies and other stakeholders to: (a) collect baseline information; (b) obtain a better understanding of the potential impacts; (c) appreciate the perspectives/concerns of the stakeholders; and (d) secure their active involvement during subsequent stages of the project.
- Consultations shall be preceded by a systematic stakeholder analysis, which would: (a) identify the individual or stakeholder groups relevant to the project and to environmental issues; (b) include expert opinion and inputs; (c) determine the nature and scope of consultation with each type of stakeholders; and (d) determine the tools to be used in contacting and consulting each type of stakeholder group. A systematic consultation plan with attendant schedules will be prepared for subsequent stages of project preparation as well as implementation and operation, as required.

5. Impact Assessment:

- The Consultant shall undertake necessary impact analysis, on the basis of primary and secondary information and outputs from the stakeholder consultation process. The Consultant shall determine the Valued Environment Components (VECs) considering the baseline information (from both secondary and primary sources), the activities proposed in the project and the stakeholder (and expert) consultations, which would need to be carefully documented.
- The Consultant shall analyze the nature, scale and magnitude of the impacts and risks that the project is likely to cause on the environment, the facilities' workforce, and surrounding communities, especially on the identified VECs, and classify the same using established methods. The assessment should cover direct as well as indirect, induced and cumulative environmental, health and safety impacts and risks during all phases and activities of the project. For the negative impacts and risks identified, alternative mitigation/management options shall be examined, and the most appropriate strategy/technique should be suggested. For the positive measures identified, alternative and preferred enhancement measures shall be proposed.
- Wherever the impacts cannot be avoided, the Consultant shall make recommendations to minimize, mitigate, compensate or manage such impacts.
- Alternative Analysis: document alternatives considered for location, design, construction methods, and operational aspects (as applicable) and analyze them from a technical, environmental, aesthetics, social and economic perspective, to justify the selection of the preferred alternative.

6. Environmental Management Plan

- Prepare an EMP to address identified design, construction and operation stage issues. The EMP shall include:
 - Appropriate avoidance, mitigation, compensation, enhancement and/or mitigation measures for each identified impact. Site-specific Occupational Health and Safety plan for both construction and operation phases, including training requirements.
 - Site-specific Community health and safety plan, including traffic safety, for both construction and operation phases.
 - Site-specific emergency prevention and response plan, for both construction and operation phases.
 - A detailed monitoring plan, including indicators for monitoring of all included measures, as well as methodologies, frequencies, locations, and responsibilities for monitoring against the indicators
 - Overall institutional responsibilities for environmental, health and safety management, reporting arrangements and requirements.
 - Grievance redress mechanism.
 - Site-specific Environmental enhancement measures.
 - Detailed Environmental Codes of Practice (ECOPs) for contractors covering all construction management aspects of a standardized nature, including but not limited to: hazardous materials storage and management, waste management, traffic safety and management, occupational health and safety, air and noise emissions management and monitoring.

Additional Special Environmental Clauses (SECs) to be included in the technical specification of the bid document, describing site-specific environmental, social and health and safety mitigation, management, and reporting requirements of the contractor; Specific cost estimate for EMP measures required of the contractor, to be incorporated as a line item in the BOQ of the bid document. The Consultant shall ensure that the EIA team is fully interfaced with the design team so that design recommendations, related to alignment, cross-sections, construction material use, mitigation and enhancement measures, are fully reflected in detailed designs, construction plans and BOQs.

Capacity Building and Training Plan: Based on the analysis of the project sponsor's capacity to manage environmental issues, the Consultant shall prepare a Capacity Building Plan (including requirement of additional technical staff and facilities) to ensure effective implementation of the EMP. Earmarking staff for environmental and social management and improving their skill sets would be simultaneously pursued during project preparation and implementation. The plan shall also detail required training activities to develop and strengthen environmental capacities of the project sponsor. The Consultant shall interact regularly with the project sponsor throughout project preparation to ensure that the knowledge, skills and perspectives gained during the EIA assignment are transferred to the sponsor and are utilized effectively during project implementation.

Public Disclosure: The Consultant shall prepare a non-technical EIA summary report for public disclosure and will provide support to the project sponsor in meeting the disclosure requirements, which at the minimum shall meet the World Bank's requirements on Public Disclosure. The consultants will prepare a plan for in-country disclosure, specifying the timing and locations; translate the key documents (including executive summary of EIA/EMP) in local language; draft the newspaper announcements for disclosure; and help the sponsor to place all the EIA reports in the sponsor's website.

Consultant's Inputs: The Consultant is free to employ resources as they see fit. Additional expertise, shall be provided as demanded by the context of the project. The consultants are encouraged to visit the project area and familiarize themselves, at their own cost, before submitting the proposal; and propose an adequate number and skill set for the specialists and technical support staff for the EIA assignment. Further, the Consultant will allocate adequate number of field surveyors, distinct from the technical support staff, to complete the study in time. Timing is an important essence for any EIA study, which shall be closely coordinated with the works of the engineering and social teams, simultaneously involved in preparation of the project.

The Consultant shall make formal presentations, coordinated by the Employer/Employer, at key milestones on the (a) proposed work plan after submitting the Inception Report; (b) recommendations

from the environmental screening; and (c) EIA findings, design and EMP recommendations. All supporting information gathered by the Consultant in undertaking these terms of reference would be made available to the Employer.

Annex 3: Initial generic ToRs for SIA of each land port (Part 2 of this assignment), to be refined and further specified by the Consultant as part of Part 1 feasibility-stage screening, scoping and carrying out of SIA

Tasks:

- Photograph the affected/displaced family/person(s) with the affected asset and number each asset;
- Conduct census survey of persons residing/ using the corridor of impact to collect an inventory of types and extent of losses of each affected household, family composition and details on age and sex of all the members of the household, income levels and occupational pattern, vulnerability status, legal ownership status (private, traditional and customary ownership, lease), asset ownership status and skills possessed. Prepare a fact sheet and attach the photograph of each project-affected person/family.
- Assess in detail all the adverse impacts and categorize each type of losses specific to the project area.
- Conduct focus group discussions on the preliminary designs options such as on accessibility, alignments, safety, drainage, and others and integrate the outputs in the technical design.
- Carry out public consultation with different project affected social groups about their options and rights pertaining to resettlement and with other stakeholders like NGOs, District Administration etc., and provide a plan for continuous public consultation during implementation. Any consultations with tribal peoples shall be carried out based on a comprehensive consultation plan that engages the tribal communities, their traditional institutions/elders, CBOs and relevant institutions such as the Hill District Council (HDC), CHT Regional Council, Ministry of CHT Affairs, etc. in the case of Ramgarh. The consultations shall also adhere to the principle of “free, prior and informed consultation”.
- Identify key formal and informal institutions operating at village and sub-regional levels and assessment of their role in community decision-making processes as these affect project activities.
- Carry out market survey and focus group consultation with different social groups including women to prepare socially, technically and economically feasible income generation schemes including skill upgradation plans.
- Determine the legal framework of private land, customary and traditional laws governing land tenure, usufruct rights, leasehold and land acquisition, or transfer plans for the total project including for tree plantation, if any, according to the revenue records (including acquisition for temporary purposes).
- Based on draft detailed designs, conduct field verification and consultation to identify locations for further minimization of social impacts, if any, and integrate with final designs.
- Establish the legal status of the affected people within the project area. Carry out joint verification with the revenue department and borrower, of the Corridor of Impact to prepare land acquisition plans and provide specific details on the gaps between physical ownership and revenue records; identify land allotted to affected people by government departments and other agencies, if any.
- Modify and update the database of project-affected persons on a user-friendly platform.
- Finalize estimate of land required for resettlement and for economic rehabilitation
- Identify the land and prepare a plan for relocation in consultation with the project displaced people with different social groups including women and local administration.
- Prepare a plan that ensures the host population will not be adversely impacted and plan for consultation on the impact on resources and infrastructure with increase in population of the host areas.

- Carry out consultations on the draft SIAs, Resettlement Action Plan (RAP), Small Ethnic Disadvantaged Communities Development Plan (SEDCDP), etc. with identified stakeholders to also include project-affected people, organize workshop for other stakeholders and finalize the same.
- Determine the impact on community/cultural property and prepare a management plan for relocation and restoration in consultation with local groups.
- Undertake a rapid field assessment and consultation with users and inhabitants, including women, on the awareness of sexually transmitted diseases, sexual harassment, and the like and develop a feasibility action plan for prevention of spread of HIV/AIDS, gender based violence, or other negative effects caused by the influx of laborers into project influence areas.
- Identify various formal and informal institutions that may provide support for the implementation of RAP.
- Assess institutional capacity and propose the institutional arrangement for implementation of RAP, addressing grievances, and ensuring gender equity, and identify the roles and responsibilities of each agency.
- Develop a training program on R&R, based on the assessment of the capacity of the implementing agency.
- Develop monitoring indicators and formats for physical and financial progress, process monitoring and impact evaluation and indicators to ensure that the objectives resettlement are achieved, and that child labor is not engaged in the project.
- Prepare an implementation schedule synchronized with the timeframe of civil works, and ensure that no civil works will begin until people are fully compensated and adequately rehabilitated.
- Develop terms of references for NGOs, external evaluation consultants, and for any other study identified by the impact evaluation.
- Conduct risk assessment for proposed mitigation measures.
- Develop detailed budget based on the outcomes of the study.