

Appendix- 7

Terms of References for NGOs For Implementing the Land Acquisition and Resettlement Plan (LARP)

Background to the Project

The Department of Roads (DoR) / Ministry of Physical Planning and Works (MPPW) under the ADB Loan No. 2097-NEP (SF) is implementing the Sub-regional Transport Facilitation Project (STFP) comprising the following three sub-projects:

a) **Birganj ICD Access Road Sub-project**

The Birganj – ICD access road includes the improvement and construction of 12.34 km of road involving 54.94 hectares of land to be acquired. This sub-project consists of the following three components:

- i) Upgrading construction of 0.6 km length of existing Padam road starting from the ICD include the widening of road which involves 1.23 hectares of land including 1.08 hectares of lands for 30 meter width and adding 0.15 hectares of lands for fill batter slopes: The road is two-lane sealed road with 7 m wide carriageway with 4.2 meters of walkways along either side of the road.
- ii) Construction of new bypass road from Padam road is approximately 10.19 km in length and passes through the agricultural lands to the Tribhuvan Highway in Parwanipur. This section will have 50 m right-of-way (ROW) involving 50.93 hectares of lands. Two new structures are required over Gandak canal and Sirsuwa River in this section.
- iii) Improvement and widening of Tribhuvan Highway through Jeetpur township section of about approximately 1.55 km of length is designed to be of 30 meters width.

b) **Bhairahawa - Bhumahi Road Upgrading Sub-project**

This consists of upgrading construction of an existing 29 km gravel road of 7 – 12 m wide requiring 71.1256 ha of land from zero chainage at Devkota Chowk Bhairahawa to Bhumahi on the East-West Highway via Parasi to sealed two-lane standard with 7 m wide carriageway with 30m ROW in VDCs areas and 20.34 m ROW in the municipal area. The road links two districts; Rupandehi and Nawalparasi. The alignment passes through two Municipalities and 7 Village Development Committees (VDCs) of both districts. The bypass road is designed wherever the road alignment cannot be adjusted with the existing road curves and wherever the minimisation of resettlement is applicable. The right of way in municipal area is based on the municipal by-laws of Sidharthanagar Municipality.

c) **Kakarbhita ICD Component**

Kakarbhita ICD component is the construction of a road based ICD at Kakarbhitta in the eastern Nepal / India border, in an area of about 7.5 hectares with all necessary facilities such as covered goods sheds, administration building, customs accommodation quarters, weighbridge, guard posts, lighting, fencing etc. Separate immigration office and facilities will be provided under the project to

facilitate the passenger immigration.

Scope of Land Acquisition and Resettlement

A significant number of lands and structures will be partially or totally affected by the project requiring the relocation and resettlements of affected households. Birgunj ICD Access Road Sub-project and Bhairahawa - Bhumahi Road Upgrading Sub-project require the land acquisition and resettlement. The Kakarbhita ICD project will occupy the existing customs yard and other government land.

Birgunj Sub-project is upgrading of 600m lengths of existing Padam Road, construction of 10.185 km of new bypass road starting from 0+600 chainage in Padam Road to Tribhuvan Highway in Parwanipur, and widening of 1.6 km of existing Jitpur section of highway starting from the chainage no. 0+300 from Kalka bridge to 1.550 km. The proposed activities and total length of access roads and land acquisition requirements in the Birgunj ICD sub-project is given in the Table 1.

Table 1: Road Length and Land Requirement in Birgunj ICD Sub-project

VDCs coming under alignment	Proposed Activities	Road Length (km)	Land Required (ha)
1. Bhawanipur/Jitpur 2. Lipnibirta 3. Maniyari	New alignment – bypass (50 m. ROW)	10.185	50.93
4. Lalparsa 5. Harpatgunj	Upgrading existing Padam road	0.600	1.23
6. Ramgadhwa 7. Srisiya	Widening of existing Jitpur section	1.550	2.79
Total		12.34	54.95

Source: Detail Technical Design, 2006

The Birgunj ICD Access Road Sub-project is in Parsa and Bara districts of central region of Nepal. **Table 1** provides the length of project road passing through each district. It is 12.34 km.

Table 2: Project Roads Length (km)

District	From	To	Chainage	Chainage (To)	Length in
Parsa	ICD Port	Padam Road	0+000	0+600	0.600
	Padam	Parwanipur	0+600	10+785	10.185
Bara	Kalka	Jeetpur market	0+300	1+850	1.550
Total					12.34

The proposed road aims both the upgrading and widening of Padam road and Jeetpur section of Tribhuvan highway, and the construction of new bypass road from from the diversion point of Padam road at 0+600 chainage to Parwanipur of highway. The road is designed for the vehicle at 80 km / hour speed. The right-of-ways (ROW) of the existing Padam road is not defined and protected. The current width of the road is 12m. The Jeetpur section being a part of Tribhuvan highway has 50m ROW. The bypass section is designed for 50m ROW.

The detail existing ROW and road width with the current land use pattern of the affected lands is presented in the **Table 3**.

Table 1.1.3: Details of Existing ROW and Road Width in Birgunj Sub-project

Chainage	Existing ROW and Road Width	Remarks – Land Use
Parsa		
0+000 – 0+600	Existing road width 12m	Existing road, private and public residential, commercial and official structures and lands.
0+600 – 10+785	No existing road Proposed ROW 50m	Agriculture lands with Gandak river bridge and canal
Bara		
0+300 – 1+850	50m	Existing road and built-up market area with private residential and commercial structures, and public

The road is designed for an average speed of 80 km/h. Additional land for 30m design width on existing width of 12m will be required along the existing 600m alignment in Padam road section. The construction of bypasses requires 50.93 ha of lands. The structures in the Jeetpur market area are built on government land within 50m ROW of Tribhuvan highway. Currently, the construction width in Jeetpur widening is 30m. The current plan is to clear the structures located within 30m width.

A significant number of lands and structures will get partially or totally affected by the project requiring the relocation and resettlements of affected households. Birgunj ICD Access Road Sub-project and Bhairahawa - Bhumahi Road Upgrading Sub-project require the land acquisition and resettlement. The Kakarbhita ICD project will occupy the existing customs yard and other government land.

The Bhairahawa – Bhumahi Sub-project is in Rupandehi and Nawalparasi districts of western region of Nepal. **Table 4** provides the length of the project road passing through each district. It is 14.900 km in Rupandehi and 14.252 km in Nawalparasi.

Table 4.: Project Roads Length (km)

District	From	To	Chainage	Chainage (To)	Length in
Rupandehi	Devkota	Mahau	0+000	14+900	14.900
Nawalparasi	Mahau	Bhumahi	14+900	29+152	14.252
Total					29.152

The proposed road aims both the upgrading of existing Hulaki road and the construction of new bypass road. New bypass road is proposed wherever the alignment in the existing Hulaki road could not be adjusted due to the inappropriate and non-standard curves for the speed of vehicle at 80 km/hour and wherever the minimisation of resettlement is applicable. The right-of-ways (ROW) of the existing road is not defined and protected. The existing road width varies in different sections of the road. It generally ranges 7 – 12 meters and in few places like Basantapur and Dhakdhai upto 20 meters.

The road is designed for an average speed of 80 km/h. The improvement work cannot be carried out within the existing width. Additional land will be required along the existing alignment and at places where the construction of bypasses and realignment has been proposed.

All possible steps have been taken to minimize land acquisition and demolition of structures so as to reduce adverse affect on people settled along the road. The DOR has formulated a Land Acquisition and Resettlement Plan (LARP). The consultants engaged for preparing the LARP conducted baseline socio-economic surveys and a census of the affected land and structures. The implementation of RP

include the support of NGO/s, CFCs, GRCs, affected families and other stakeholders. Among others, the RP stipulates involvement of a consulting agency for evaluation of implementation of the RP. The overall project is implemented by the Project Implementation Unit (PIU)/ Project Directorate (ADB) of Department of Road, headed by the Project Director. The DOR has a separate SPIU in the PIU consisting of the Project Manager/s as Sub-project Resettlement Officer (CRRO) to implement the RP.

It is in the background that the PIU/Project Directorate (ADB) intends to hire the services of an independent consultant to monitor and evaluate the implementation of the RP.

To assist in the implementation of the RP, the PIU/Project Directorate (ADB)/ Department of Road now invites the services of eligible NGOs to be procured under Quality and Cost Based Selection.

Objectives of the Assignment

The NGOs shall be responsible for the following:

- Educating the APs on their rights to entitlements and obligations.
- To ensure that the APs are given the full entitlements due to them, according to the entitlements in the RP, as may be modified by DOR from time to time.
- To provide support and information to APs for income restoration.
- Assist the APs in relocation and rehabilitation, including counseling, and coordination with local authorities.
- Assist the APs in redressing their grievances (through the grievance redress committees set up by the project)
- Impart information to all the APs about the functional aspects of the various district level committees set up by the project, and assist them in benefiting from such institutional mechanisms.
- To assist the Project Implementation Unit (PI Us) with social responsibilities of the Project, such as compliance with labor laws, prohibition of child labor, and gender issues.
- To collect data and submit progress reports on a monthly and quarterly basis to PSIU/PIU to monitor the progress of RP implementation.

Scope of Work

The NGOs shall play the role of a secondary stakeholder in implementation of the RP and in mitigating adverse effects of the project. The NGOs shall be responsible for the development of a comprehensive livelihood system to facilitate the APs to take advantage of the options available (as per the RP).

Administrative Responsibilities of the NGOs will include:

- Working in co-ordination with the Project Manager (R&R), DOR;
- Assist in carrying out the implementation of the RP;
- Co-ordinate with the SLCs and GRCs in implementing the RP;
- Coordinate the meetings of the project committees for approval of the micro plans wherever required.
- Assist the PSIU in conducting all public meetings, information campaigns at the commencement of the project and give full information to the affected community;

- Translate the R&R objectives and guidelines to implement actions for mitigating adverse impacts on the APs;
- Assist the Supervision Consultants to ensure that the contracts comply with the applicable labor laws (including prohibition of child labor) and gender issues;
- Assist the PIU and PSC in ensuring compliance with the safety, health and hygiene norms, and the RP actions proposed for HIV/AIDS awareness/prevention campaigns.
- Report to the SIU/PIU a monthly and quarterly basis. The report should include physical and financial progress, both in quantitative and qualitative terms. The report should prominently feature the problems and issues addressed and tackled with the APs and the solutions found. The report should have a separate chapter on women's issues, their problems and what has been done (within the framework of the RP) to ensure their participation in decision-making as well as the options made available to them to access economic opportunities, marketing and credit. The report should clearly indicate the number of field visits made by the NGO staff and the outcome of consultations with people.
- Data base management of the APs.
- Videography and digital photography costs required for implementation of the RP shall be included in the budget submitted by the NGO.
- The APs and displaced persons will be assisted in the Income Generation Scheme training.
- All costs including the cost of valuation of structures, land etc. to be borne by NGO within the project cost.

Responsibilities for Implementation of the RP:

Identification and Verification

- The NGO shall undertake a survey of the project affected area and shall update the information on the eligible APs and project-affected families (AFs). The NGO shall verify the information already contained in the RP and the individual losses of the APs. They should validate the data provided in the RP and make suitable changes if required. The NGO shall establish rapport with APs, consult and provide information to them about the respective entitlements as proposed under the RP, and distribute entitlement cum Identity Cards to the eligible APs. The identity card should include a photograph of the AP, the extent of loss suffered due to the project, and the choice of the AP with regard to the mode of compensation and assistance.
- The NGO shall develop rapport between the APs and the Project Authority. This will be achieved through regular meetings with both the SPIU and the APs. Meetings with the SPIU will be held at least fortnightly, and meetings with the APs will be held monthly, during the entire duration of the assignment. All meetings and decisions taken shall be documented by the NGO.
- Prepare monthly action plans with targets in consultation with the SPIU.
- The NGO shall prepare a list of the project-displaced persons/families for relocation, enlisting the losses and the entitlements, after verification. It shall also prepare a list of the project-affected persons/families (APs/AFs) enlisting the losses and the entitlement as per the RP, after verification. Verification shall include actual measurement of the extent of total property loss/damage, and valuation of the loss/damage/affect along with the SPIU. The NGO shall display the list of eligible APs in prominent public places.
- During the identification and verification of the eligible APs/AFs, the NGO shall ensure that each of the APs are contacted and consulted either in groups or individually. The NGO shall specially ensure consultation with women from the AP families especially women headed households.
- Participatory methods should be adopted in assessing the needs of the APs, especially with regard to the vulnerable groups of APs.

- The methods of contact may include
 - o Village level meetings,
 - o Gender participation through groups interactions, and
 - o Individual meetings and interactions.
- While finalising the entitled persons (EPs) for compensation/assistance the NGOs shall make a list of entitled APs, and distribute Identity Cards to each and every verified eligible AP.

Counselling the Entitled Persons

The counseling shall include the following activities:

- The NGO shall explain to the APs the need for land acquisition, the provisions of the policy and the entitlements under the RP. This shall include communication to the roadside squatters and encroachers about the need for their eviction, the timeframe for their removal and their entitlements.
- Distribution of the relevant sections of the RP to each and every AP to make them understand the entitlement packages in correct perspective.
- The NGO shall disseminate information to the APs on the possible consequences of the project on the communities' livelihood systems and the options available, so that they do not remain ignorant.
- The NGO shall prepare micro-level plans for income restoration, in consultation with the APs. Women's perceptions are important to be incorporated in the development of these plans.
- NGO will monitor the involvement of child labor in the civil construction work in each package.

In all of these, the NGO shall consider women as a special focus group, and deal with them with care and sympathy.

Disbursing the Assistance

- Prepare micro plans indicating category of entitlement.
- Prepare micro plans for livelihood indicating alternative livelihood options, land identification, skills up grading and institutions responsible for training.
- The NGO shall assist the project authorities in ensuring a smooth transition (during the part or full relocation of the APs/AFs), helping the APs to take salvaged materials and shift. In close consultation with the APs, the NGO shall inform the SPIU about the shifting dates agreed with the APs in writing and the arrangements desired by the APs with respect to their entitlements.
- The NGO shall assist the APs in opening bank accounts explaining the implications, the rules and the obligations of a joint account and how s/he can access the resources s/he is entitled to.
- The NGO shall ensure proper utilization of the R&R budget available for each of the packages. The NGOs shall ensure that the APs have found economic investment options and are able to restore the losses of land and other productive assets. The NGO shall identify means and advise the SPIU to disburse the entitlements to the eligible persons/families in a manner that is transparent, and shall report to the DOR on the level of transparency achieved in the project.

Accompanying and Representing the APs at the Grievance Committee Meetings

- The NGO shall nominate a suitable person (from the staff of the NGO) to be a member of the GRCs for the respective contract packages.
- The NGO shall make the APs aware of the grievance redress committees (GRCs)

- The NGO shall train the APs on the procedure to file a grievance application and to confirm that a statement of claim from the concerned AP accompanies each grievance application. The NGO shall help the APs in filling the grievance application and also in clearing their doubts about the procedure as well as the context of the GRC award.
- The NGO shall record the grievance and bring it to the notice of the GRCs within seven days of receipt of the grievance from the APs. It shall submit a draft resolution with respect to the particular grievance of the AP, suggesting multiple solutions, if possible, and deliberate on the same in the GRC meeting through the NGO representative in the GRC.
- To accompany the APs to the GRC meeting on the decided date, help the AP to express his/her grievance in a formal manner if requested by the GRC and again inform the APs of the decisions taken by the GRC within 3 days of receiving a decision from the GRC. (The time frame for the GRC to take a decision is 15 days).

Assisting the APs and the SPIU to Identify and Negotiate for New Land for Resettlement

As part of the RP, it is proposed that a sizable number among the eligible AFs will receive alternative land (commercial) building structures. Some of the more vulnerable among the AFs will be eligible to receive these free of cost. Regarding these, the NGO shall,

- Obtain the APs choice in terms of
 - Land identification
 - Site for relocation
 - Shifting plan and arrangements
 - Grant utilization plan
 - Community asset building plan and institutional arrangements in maintaining the assets.
- Assist the APs/SPIU in identifying suitable land for relocation and for agriculture ensuring the replacement of the land lost in terms of quality and quantity.

Assisting Eligible APs to take advantage of the existing Employment Schemes

The NGO shall,

- Co-ordinate (and impart wherever required) the training and capacity building of the APs, for upgrading their skills for income restoration. This will include the training to be given by the NGO to women self-help-group members in accounting, record maintenance, skill acquisition in the chosen enterprise, and marketing, etc.
- Help the APs in realizing and optimizing the indigenous technology knowledge through use of local resources.
- Define, evolve, and explore alternative methods of livelihood using the local skill and resources.
- Contact financial institutions of the area in accessing the credit required by the individual as well as groups of APs and the women's groups from the AFs. The NGO shall maintain a detailed record of such facilitation, and plan for each AF to repay the loan.
- Establish linkages with the district administration to ensure that the APs are benefited from the schemes available and those they are entitled to. The focus for this component of the NGOs work shall be the vulnerable APs for their income restoration. The NGO shall maintain a detailed record of such facilitation.

Representing the APs in Market Value Assessment

- Market Value Assessment will be done to evaluate the actual market price of the properties in the areas where acquisition or land and /or structures are necessary. The project will assist the eligible APs/AFs towards the difference between the assessed market price and the

compensation award. The NGO shall represent the entitled persons in the committee to ensure that a fair assessment takes place.

Inter-Agency Linkages for Income Restoration and other R&R Services

The NGO shall be responsible for establishing linkages with,

- Financial institutions to assist the APs to access credit.
- Government departments, district administration, etc., to ensure that the APs are included in the development schemes, as applicable;
- Training institutes to impart skills and management training for enterprise creation and development.
- NGO shall conduct training programs for income restoration for APs.
- NGO should prepare an income restoration plan.

Assisting the Supervision Consultant with the Project's Social Responsibilities

The NGO shall assist the Supervision Consultants to ensure that the Contractors are abiding by the various provisions of the applicable laws, concerning the worker's safety, health and hygiene; women's issues and the child labor issues. Any divergence from the workers welfare and remuneration, safety, health, hygiene, women's issues, and child labor issues should be brought to the notice of the supervision consultant and the SPIU.

There are specifications regarding the facilities/requirements at the construction camp/site, including basic health care facilities, Mother and Child Welfare units and facilities for vaccinations, day crèche facilities, HIV/AIDs prevention awareness and support materials, etc. The NGO shall work to ensure that these facilities are provided in a satisfactory manner, and all social responsibilities of the Contract is implemented satisfactorily.

Assisting the PIU/Supervision Consultant in HIV/AIDS Awareness/Prevention Campaigns

Awareness campaigns shall be carried out in collaboration with line agencies. The NGO shall assist the SPIU/PIU to implement the prevention measures. The contractors are required to provide condom vending machines at the construction camps, provide for medical facilities and regular medical checkups especially for detecting/curing STD/AIDS. The NGO shall ensure, in collaboration with PSC that such facilities and medical checkups are provided to the workers at the construction camps.

Monitoring and Evaluation

The RP includes provision for quarterly, mid-term, and post-project monitoring and evaluation by external consultants. The NGO involved in the implementation of the RP will supply all information, documents to the external monitoring and evaluation consultants. To this end, the NGOs shall keep proper documentation of their work and the R&R process involved in the project, and shall be responsible for the upkeep and updating of such documents periodically and regularly. The documentation shall include photographs and videotapes of the pre-intervention and post-intervention scenario of all the properties, structures, and assets affected by the project.

Recommending Improvement of R&R Services

- Extend all services recommended by any additional studies to be undertaken by the project, in respect to the R&R services to be provided as part of the project.

- Recommend and suggest techniques and methods for improvement of services extended by the concerned government departments and other agencies and committees in disbursement/extension of R&R services in the project.
- Document implementation of the R&R process and services, including difficulties faced and corresponding solutions.
- Discuss with the DOR on contingency management and other improvement of R&R services, within the project period.
- Documenting of tasks carried out by the NGO and evaluation of the achievements of RP.

The NGO selected for the assignments shall be responsible to:

- Submit an inception report within three weeks; on signing up of the contract including a work plan for the whole contract period, staffing and personnel deployment plan, and a withdrawal plan at the end of the period of contract. The withdrawal plan shall be detailed and reflect how the APs/AFs will maintain the assets created and transferred to the APs/AFs.
- Prepare monthly progress reports to be submitted to the SPIU, with weekly progress and work charts as against the scheduled timeframe of RP implementation.
- Prepare and submit quarterly reports on a regular basis, to be submitted to the SPIU.
- Submit a completion report at the end of the contract period summarizing the actions taken during the project, the methods and personnel used to carry out the assignment, and a summary of support/assistance given to the APs.
- All other reports/documentation as described in these terms of reference.
- Record minutes of all meetings.

All progress reports shall include data on input and output indicators as required by the SPIU. Reporting in writing as well as photographs, videotapes etc., taken during the assignment shall be submitted in support of the reports, along with an electronic copy of the documents in a floppy or a CD. All reports should be in English. Accounts reports both on expenditure on administration as well as training and other heads shall be submitted with the quarterly and the completion reports. In addition, the NGO shall prepare and submit separate descriptive reports on participatory micro-plans with full details of the Participatory Rapid Appraisal exercises conducted.

The NGO shall document in full detail, the consultation/counseling processes, the process of identification of the resettlement sites, and a full description of the training imparted (on facilitated) as part of the assignment. This documentation shall be submitted to the DOR.

Condition of Services

The NGO shall ensure that the RP is implemented in an effective and proper manner. The prime responsibility of the NGO shall be to ensure that AP receives appropriate and due entitlement (within the Entitlement Framework) and that, at the end of the project R&R services, the eligible APs have improved (or at least restored) their previous standard of living. Additionally the NGO shall help the DOR in all other matters deemed to be required to implement the RP in its spirit and entirely including activities involving some financial implications.

All documents created, generated or collected during the period of contract, in carrying out the services under this assignment will be the property of the DOR. No information gathered or generated during and in carrying out this assignment shall be disclosed by the NGO without explicit permission of the DOR.

Timeframe for Services

The NGOs will be contracted for a period of initially six months from the date of commencement, with a withdrawal methodology built in to the proposals from the NGO. The contract shall be extended based on the performance of NGOs.

Data, Services and Facilities to be provided by the Client

The DOR will provide to the NGO the copies of the project reports, APs socio-economic status, the RP, the land acquisition plan, strip plan final design report and other relevant reports/data. The DOR will assist the NGO in collaborating with the Supervision Consultants. All facilities required in the performance of the assignment, including office space, office stationery, transportation and accommodation for staff of the NGO, etc., shall be arranged by the NGO.

Payment Schedule:

The following payment milestone is proposed for making the payment to the NGO. The payment will be made subject to the submission of a certificate from the Project Manager of SPIU / DOR that the targets have been achieved in a satisfactory manner.

Sl. No.	Payment Milestone	Payment (% of contract Value)
1.	On submission of the inception Report complete in all respects	20%
2.	On completion of the identification, verification of non-title holder APs and initial consultation sessions, and submission of updated data on APs (Identification and Verification report) and review of the same by the SPIU.	15%
3.	On submission and approval of the Micro Plan – non-titleholders	5%
4.	On completion of the identification, verification of title holder APs and initial consultation sessions, and submission of updated data on APs (Identification and Verification report) and review of the same by the SPIU.	15%
5.	On submission of the Micro Plans -title holders	5%
6.	On substantial completion of the resettlement process	10%
7.	On completion of the resettlement process and implementation plan	10%
8.	On submission of the Final Completion Report	20%
	Total	100%

The above remuneration includes all costs related to carrying out the services, including overhead. The service tax or any other tax component shall be reimbursed/paid to NGOs on production of documents. The insurance cost will be separate of the total project cost; the client shall be billed for this.

Team for the Assignment

The NGO shall assign a team of professionals to the site. The constitution of the team and the qualification for the team members is given below:

S.	Position	No.	Of	Qualifications
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No.		Positions	
1.	Team Leader	1	The Team Leader should be a post-graduate, preferably in social sciences, and should have experience of working in civil engineering projects. S/he should have about 5 years experience in implementation of R&R and community development works. S/he should have held responsible positions in previous assignments, possess participatory management skills and should have good knowledge of the region and the local languages.
2.	Key Professionals (A)	1	Should be at least a diploma holder in civil engineering. S/he should have about 10 years experience in fieldwork. S/he should have participated in at least one project involving R&R activities, should have participatory knowledge of land measurement, and should be conversant with land valuation methods. Knowledge of local language is a necessary qualification.
3.	Key Professionals (B)	1	Should be at least a graduate in social sciences. S/he should have about 5 years of working experience of which about 2 years in R&R or rural development projects. Should have sound understanding of the land acquisition process and experience in participatory management. Knowledge of local language is a necessary qualification.
4.	Key Professionals (D)	1	Should be at least a postgraduate in social sciences/MBBS. S/he should have about 5 years in the field of HIV/AIDS. Knowledge of local language and experience of working in the region desired.
5.	Technical support professionals	Adequate as per the NGO	Should be graduate or equivalent in social sciences. Knowledge of local language and experience of working in the region desired
6.	Other support Personnel	Adequate as per the NGO	No minimum qualification

Additionally the following conditions shall apply to the team proposed by the NGO.

- The proposal should accompany a personnel deployment schedule, clearly indicating whether the deployment is home-office based or in the field.
- The NGOs must propose at least one woman as part of the key personnel. The person-month deployment of the woman key personnel shall constitute at least 33 % of the person-month deployment of all key professionals (including the team leader) in the assignment. At least two proposed woman key person shall be available to work at site for at least 50% of the duration.
- The women key persons, if selected for the contract, may be replaced during the period of contract, only with women key persons of equivalent qualifications and experience.
- The NGOs will assign a 'technical support' team to work at the site, which will consist of at least 33 % of women members. Junior support personnel and/or administrative staff will not be considered as 'technical support' professionals, as far as this condition is concerned.