

# Resettlement Plan

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## India: Rajasthan Urban Sector Development Investment Program—Sawai Madhopur Drainage Subproject

Prepared by Local Self Government Department

The resettlement plan is a document of the borrower. The views expressed herein do not necessarily represent those of ADB's Board of Directors, Management, or staff, and may be preliminary in nature.

## ABBREVIATIONS

ADB	— Asian Development Bank
BPL	— below poverty line
CAPP	— Community Awareness and Participation Program
CBO	— community-based organization
CLC	— City Level Committees
DPR	— Detailed Project Report
DSC	— Design and Supervision Consultants
GRC	— Grievance Redress Committee
IPIU	— Investment Program Implementation Unit
IPMC	— Investment Program Management Consultants
IPMU	— Investment Program Project Management Unit
JNNURM	— Jawaharlal Nehru National Urban Renewal Mission
LAA	— Land Acquisition Act
LIC	— Life Insurance Corporation
LSGD	— Local Self Government Department
MFF	— multitranches financing facility
NGO	— nongovernmental organization
NRRP	— National Resettlement and Rehabilitation Policy
OBC	— other backward classes
OMC	— Operations and Maintenance Contractors
PAF	— project affected family
PAH	— project affected household
PIU	— Project Implementation Unit
PMU	— Project Management Unit
ROW	— right of way
RUIDP	— Rajasthan Urban Infrastructure Development Project
RUSDIP	— Rajasthan Urban Sector Development Investment Program
SDS	— Social Development Specialist
SPS	— Safeguard Policy Statement
STP	— sewerage treatment plant
UIDSSMT	— Urban Infrastructure Development Scheme for Small and Medium Towns
ULB	— urban local body

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## EXECUTIVE SUMMARY

1. The Local Self Government Department (LSGD) under the Urban Governance Department of Government of Rajasthan (the Government) is executing the Rajasthan Urban Sector Development Investment Program (RUSDIP) in fifteen (15) towns namely, Alwar, Baran-Chhabra, Barmer, Bharatpur, Bundi, Sawai Madhopur, Churu, Dholpur, Jaisalmer, Jhalawar-Jhalarapatan, Karauli, Nagaur, Rajsamand, Sawai Madhopur, and Sikar with financial assistance from Asian Development Bank (ADB) under Multi-Tranche Financing Facility (MFF). The investment program covers major urban infrastructure works viz., Water Supply, Waste Water Management, Solid Waste Management, Urban Transport and Roads, Social Infrastructure, Support Infrastructure for Cultural Heritage and Urban Drainage.

2. This Resettlement Plan has been prepared for the Sawai Madhopur Urban Drainage Subproject as part of Rajasthan Urban Infrastructure Development Program (RUIDP) Phase II. The Subproject covers rehabilitation and desilting, strengthening, and extension of existing drains in Sawai Madhopur town. The Resettlement Plan has been prepared based on the detailed engineering design and as per the Detailed Project Report (DPR). Detailed design began in the middle of 2009 and completed by March 2010. This subproject has been categorized as "B" for Involuntary Resettlement impact as per the ADB's Safeguard Policy Statement, 2009 (SPS). Effort was made to avoid land acquisition and resettlement. Overall impacts would be further minimized through careful siting and alignment during subproject implementation.

3. **Summary of Resettlement Impact.** The drainage system will not result in permanent land acquisition and resettlement impacts because it will be undertaken within sufficient and vacant road rights of-way (ROW) which is also government land. The impacts are categorized as temporary impacts due to the loss of temporary livelihood during the construction by loss of access to small business and shops. A total of 7 small business activities have been identified which are to be temporarily affected. None of these small business structures are to be demolished as the pipe line will be constructed underground for which temporary loss of access are foreseen during the construction period. These 7 business activities are considered to be economically displaced on a temporary basis. Out of the total 7 small business activities, there are 3 tea shops, 2 barber shops, 1 bamboo craft maker shop and 1 tire repairing shop. The temporary impact on these business activities will have 7 economically displaced households.

4. **Public Consultations.** Consultations were carried out during resettlement plan preparation and will continue throughout the subproject cycle. A grievance redress mechanism has been formed as the City Level Committee (CLC) will act as grievance redress committee as explained in this RP.

5. **Policy Framework and Entitlements.** The policy framework and entitlements for the program are based on national laws: The Land Acquisition Act, 1894 (LAA, amended in 1984), and the National Resettlement and Rehabilitation Policy, 2007 (NRRP); ADB's SPS 2009; and the agreed Resettlement Framework.

6. **Institutional Arrangements.** The LSGD is the executing agency responsible for overall technical supervision and execution of all subprojects funded under the Program. The Implementing Agency is the Investment Program Management Unit (IPMU) of the ongoing RUIDP, which has been expanded and assigned as the IPMU, to coordinate construction of subprojects and ensure consistency across the towns. The inter-ministerial Empowered Committee provides LSGD with central policy guidance and coordination. The IPMU is assisted by: Investment Program Management Consultants (IPMC) who manages the Program and assure technical quality of the design and construction; and Design and

Supervision Consultants (DSC), who are designing the Infrastructure, managing the tendering of Contractors, and supervising construction. Nongovernmental organization (NGO) will be responsible for assisting in the Resettlement Plan implementation.

7. **Resettlement Plan Implementation and Monitoring:** All compensation is to be paid prior to displacement. Resettlement Plan implementation will be closely monitored to provide the IPMU with an effective basis for assessing resettlement progress and identifying potential difficulties and problems. Internal monitoring will be undertaken by the Investment Program Implementation Unit (IPIU) with assistance from the IPMU. Monthly progress report will be prepared by the IPIU and will be compiled by the IPMU on a quarterly basis for its due submission to ADB.

## I. PROJECT DESCRIPTION

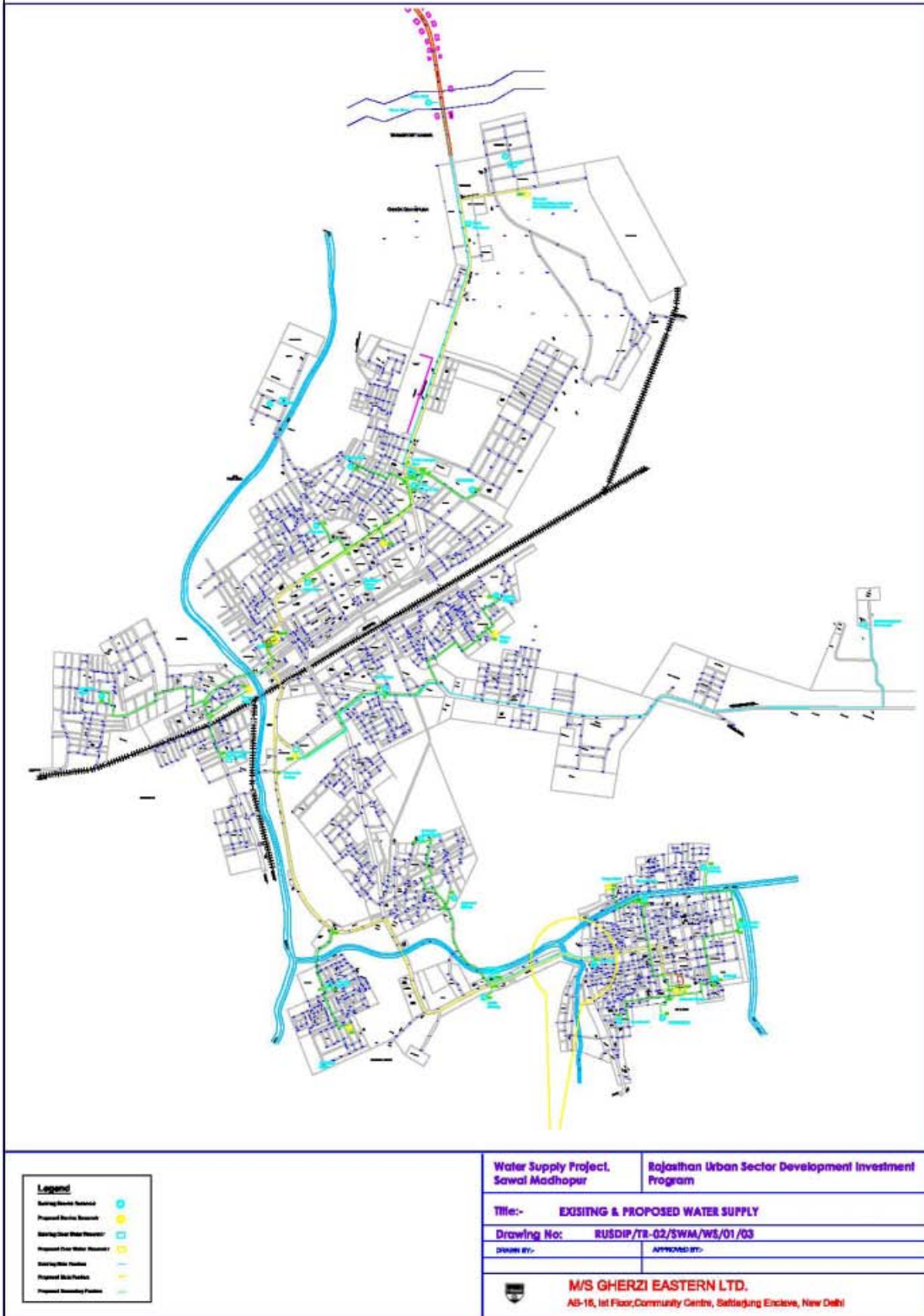
1. Rajasthan Urban Sector Development Investment Program (RUSDIP) is intended to optimize social and economic development in 15 selected towns in the State, particularly district headquarters and towns with significant tourism potential. This will be achieved through investments in urban infrastructure (water supply; sewerage and sanitation; solid waste management; urban drainage; urban transport and roads), urban community upgrading (community infrastructure; livelihood promotion) and civic infrastructure (art, culture, heritage and tourism; medical services and health; fire services; and other services). RUSDIP will also provide policy reforms to strengthen urban governance, management, and support for urban infrastructure and services. The assistance will be based on the state-level framework for urban reforms, and institutional and governance reforms recommended by the Government of India (the Government) through the Jawaharlal Nehru National Urban Renewal Mission (JNNURM) and Urban Infrastructure Development Scheme for Small and Medium Towns (UIDSSMT).

2. RUSDIP Phase II is being implemented over a seven year period beginning in 2008, and being funded by a loan via a Multitranche Financing Facility (MFF) of Asian Development Bank (ADB). The Executing Agency is the Local Self-Government Department (LSGD) of the Government of Rajasthan; and the Implementing Agency is the Investment Program Management Unit (IPMU) of RUSDIP.

3. The subproject is located in Sawai Madhopur town of Sawai Madhopur District, in the north east part of Rajasthan in north-western India. The main components of the subproject are (i) re-modelling of drain No 3 starting from Laddha petrol pump to Latiya nallah (1330 m), (ii) new construction of drain No 4 from Life Insurance Corporation (LIC) office circle to Latiya nallah (1111 m), (iii) improvement of out fall having length 60 m in zone no 2 of the town's drainage master plan of town, (iv) Repairing and construction of Bituminous roads and (v) Desilting of left flank Latiya Nalla 250 m. The major works involve de-silting of drain, excavation of trenches, and construction of random rubble stone masonry retaining wall in drain, construction of box culvert and covering of nalla. The subcomponent under the subproject is illustrated in the map in Figure 1.

4. This Resettlement Plan has been prepared for the Sawai Madhopur Urban Drainage Subproject as part of Rajasthan Urban Infrastructure Development Program (RUIDP) Phase II Tranche 3. The Subproject covers rehabilitation and desilting, strengthening, and extension of existing drains in Sawai Madhopur town. The Resettlement Plan has been prepared based on the detailed engineering design and as per the Detailed Project Report (DPR). Detailed design began in the middle of 2009 and completed by March 2010. This subproject has been categorized as "B" for Involuntary Resettlement impact as per the ADB's Safeguard Policy Statement, 2009 (SPS).

Figure 1: Subproject Location



## II. SCOPE OF LAND ACQUISITION AND RESETTLEMENT

5. The subproject will not entail any permanent land acquisition and resettlement. Efforts have been made by the engineering team to minimize the resettlement impact by careful design as all the implementation activities under the subproject will be confined to the existing Right of Way (ROW). The impacts are categorized as temporary impacts due to the loss of temporary livelihood during the construction by loss of access to small business and shops. A total of 7 small business activities have been identified which are to be temporarily affected. The subproject components and its impact on land acquisition and resettlement is described in Table 1.

**Table 1: Subproject Components and its Impact on Land Acquisition and Resettlement**

SI No	Name of the Components	Permanent Impact on Land Acquisition and Resettlement	Temporary Impact	Remarks
1	Upgrading of existing drain (3 total) for 1330 m from existing section width 0.0 – 0.60 m depth to the proposed section width 1.50X 1.25m (From Laddha petrol pump to Latiya nallah)	No	Yes	Temporary livelihood impact on 5 small business activities
2	New construction of proposed drain (4 total) for 1111m from 0.75 to 0.80m width and water depth of 1.50m to 1.25 m; inside walls with cement mortar plastering and PCC flooring (From LIC office circle to Latiya nallah)	No	Yes	Temporary livelihood impacts on 2 small business activities
3	Improvement of out fall having length 60 m in zone no 2 of the town's drainage master plan of town	No	No	No resettlement impact
4	Repairing and construction of Bituminous roads	No	No	No resettlement impact
5	Desilting of left flank Latiya Nalla 250 m	No	No	No resettlement impact

6. The drainage system will cause temporary disruptions in some places. None of the small business structures are to be demolished as the pipe line will be constructed underground for which temporary loss of access are foreseen during the construction period. These 7 business activities are considered to be economically displaced on a temporary basis. Out of the total 7 small business activities, there are 3 tea shops, 2 barber shops, 1 bamboo craft maker shop and 1 tire repairing shop. The temporary impact on these business activities will have 7 economically displaced households. All of these are non titleholders. A summary resettlement impact is described in Table 2:

**Table 2: Summary of Resettlement Impacts**

Impact	Quantity
Permanent land acquisition	0
Temporary land acquisition	0
Affected Business Activities (Temporary)	7
Economically Displaced Persons on temporary basis (DPs)	7
Titled Displaced Persons	0
Non-titled Displaced Persons	7
Female-headed Affected Households	0
ST-headed Affected Households	1
BPL Affected Households	2
Scheduled Caste Affected Households	1
Physically Disabled Affected Households	0
Total Vulnerable Households <sup>1</sup>	2
Affected trees/crops	0
Affected common property resources	0
Average family size	4.71
Average household income (per month)	Rs 4718

BPL = below poverty line, ST = Scheduled Tribe.

Source: Census and Socio-Economic Survey, July 2010.

### III. SOCIOECONOMIC INFORMATION AND PROFILE

7. A census and socio-economic survey was carried out in the month of July 2010 all along the subproject area covering each sub components. Additionally, a verification survey was carried out during the month of October 2010. The census survey covered the assessment of detailed impacts and gathered information related to the socioeconomic profile of the economically displaced households. Out of the 7 displaced persons, 2 are considered vulnerable which includes 2 Below Poverty Line (BPL)<sup>2</sup> and 1 Scheduled Tribes Household. There will be no impact on Indigenous People as the Scheduled Tribes affected person is economically and politically mainstreamed into society.<sup>3</sup> There is no female headed household amongst the 7 displaced persons. The average household size amongst the surveyed affected households is 4.71. The proposed design will not have any potential impacts on female headed households. Small business is the main source of income of the displaced persons. None of the displaced persons are working in any public/government/private institutions. The average household income works out to be Rs.4718 per month. The socio-economic details of the displaced persons are described in Table 3.

<sup>1</sup> Vulnerable households consist of households belonging to Scheduled caste, Scheduled tribe, Women headed, below poverty line and physically disabled

<sup>2</sup> BPL households have been identified by the government and a certificate was issued by the government for the BPL category. Certificated were checked by the survey team during the census survey and accordingly, the BPL households have been calculated.

<sup>3</sup> Indigenous peoples are defined as those either having a distinct social, cultural, economic, and political traditions and institutions with a collective attachment to a geographically distinct habitat which are apart from the mainstream or dominant population. The Scheduled Tribes in the project area are part of mainstream society as far as their language, economic activity and sociocultural activities. These Scheduled Tribes are not primitive and do not bear any distinct characteristics with that of the mainstream population and therefore are not considered to be indigenous peoples as far as ADB's definition is concerned.

**Table 3: Socio-Economic Details**

SI No	Location	Name of the owner <sup>a</sup>	Type of business	Vulnerability	Income/month	Nature of impact
1	Bajariya		Bamboo work	BPL	6000	Temporary
2	Near Collectorate		Tea Shop	NA	4500	Temporary
3	Near Collectorate		Barber Shop	NA	4500	Temporary
4	Jatwara		Barber Shop	NA	4500	Temporary
5	Jatwara		Tire repairing shop	BPL	6000	Temporary
6	Thingla		Tea Shop	NA	4500	Temporary
7	Thingla		Tea Shop	ST	3000	Temporary

BPL = below poverty line, NA = not applicable, ST = Scheduled Tribe.

<sup>a</sup> Names deleted to maintain privacy.

Source: Census and Socio-Economic Survey, July 2010.

#### IV. INFORMATION DISCLOSURE, CONSULTATION AND PARTICIPATION

8. The Resettlement Plan was prepared in consultation with stakeholders. Meetings and individual interviews were held involving stakeholders, particularly with temporary displaced persons. Public consultation with primary and secondary stakeholders has been conducted to understanding the local issues and public views regarding the possible impact. The group discussion meeting was conducted by RUIDP after advertising in local newspapers. During subproject preparation, consultations were held with the official representatives of the line agencies, apart from the communities in the project area. The issues covered during these consultations included selection of subprojects and identification of key issues including addressing the current gaps in provision of basic services and improvement of drainage system and urban environment conditions in the Sawai Madhopur area.

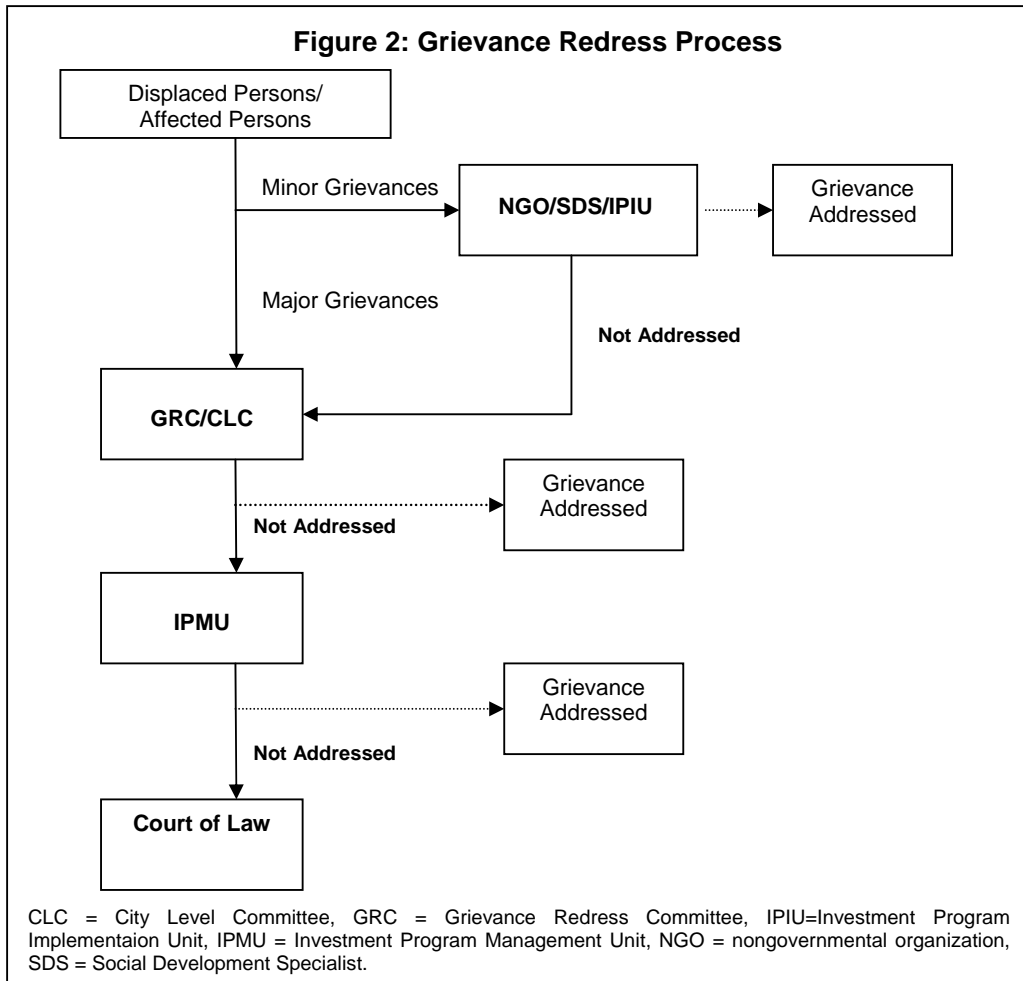
9. A town-wide stakeholder consultation workshop was conducted which provided an overview of the Program and subprojects to be undertaken in Sawai Madhopur. Discussions included the Government and ADB's policies related to resettlement. During the workshop, Hindi versions of the Resettlement Framework were provided to ensure stakeholders understood the objectives, policy principles and procedures for any land acquisition, compensation and other assistance measures for any affected person. During consultations, key issues raised include: (i) making people aware about the impact of subproject, and (ii) seeking consent of the displaced persons on how to mitigate the temporary impact on their business access. Additionally, focus group discussions were also conducted with the local community especially with the displaced persons during the month of July 2010. The summary list of participants of the consultation is given in **Annexure 1**.

10. Information dissemination and disclosure have been a continuous process since the beginning of the program. English and Hindi versions of the Resettlement Framework has been placed in the Urban Local Body, (ULB) office, Investment Program Management Unit (IPMU) office, Investment Program Implementation Unit (IPIU) office and in ADB's website. The finalized Resettlement Plan will also be disclosed in ADB's website, and the RUIDP website, the local government website, and IPMU websites. The information will also be made available at a convenient place especially in all the relevant offices which will be accessible to the displaced persons/affected persons.

11. Project information will be continually disseminated through disclosure of resettlement planning documents. The documents will contain information on compensation, entitlement and resettlement management adopted for the subproject which will be made available in local language (Hindi) and the same will be distributed to displaced persons/affected persons. The Social Development Specialist (SDS) through its IPIU will keep the displaced persons informed about the impacts, the compensation and assistances proposed for them and facilitate addressing any grievances. Additionally, the nongovernmental organization (NGO) engaged to implement Community Awareness and Participation Program (CAPP) will continue consultations, information dissemination, and disclosure. The NGO has been engaged and it has been working for community consultation and awareness program. A summary of NGO's activities is provided in **Annexure 2**. The consultation process will be carried out in the entire project cycle.

## V. GRIEVANCE REDRESS MECHANISMS

12. Grievances of displaced persons/affected persons will first be brought to the attention of the implementing NGO or SDS. Grievances not redressed by the NGO or SDS will be brought to the City Level Committees (CLC) set up to monitor project implementation in each town. The CLC, acting as a grievance redress committee (GRC) is chaired by the District Collector with representatives from the ULB, state government agencies, IPIU, community-based organizations (CBOs) and NGOs. As GRC, the CLC will meet every month. The GRC will determine the merit of each grievance, and resolve grievances within a month of receiving the complaint, failing which the grievance will be addressed by the inter-ministerial Empowered Committee. The Committee will be chaired by the Minister of Urban Development and LSGD, and members will include Ministers, Directors and/or representatives of other relevant Government Ministries and Departments. Grievance not redressed by the GRC will be referred to the IPMU. If necessary, grievances will be referred by displaced persons/affected persons to the appropriate courts of law. The IPIU will keep records of all grievances received including: contact details of complainant, date that the complaint was received, nature of grievance, agreed corrective actions and the date these were effected, and final outcome. The grievance redress process is shown in Figure 2. All costs involved in resolving the complaints will be borne by the IPMU. The GRCs will continue to function throughout the project duration.



## VI. LEGAL FRAMEWORK

13. The policy framework and entitlements for the program as well as for this subproject are based on national laws: The Land Acquisition Act, 1894 (LAA, amended in 1984), and the National Resettlement and Rehabilitation Policy, 2007 (NRRP); ADB's SPS 2009; and the agreed Resettlement Framework. Based on these, the core involuntary resettlement principles applicable are: (i) land acquisition, and other involuntary resettlement impacts will be avoided or minimized exploring all viable alternative subproject designs; (ii) where unavoidable, time-bound Resettlement Plans will be prepared and displaced persons will be assisted in improving or at least regaining their pre-program standard of living; (iii) consultation with displaced persons on compensation, disclosure of resettlement information to displaced persons, and participation of affected persons in planning and implementing subprojects will be ensured; (iv) vulnerable groups will be provided special assistance; (v) payment of compensation to displaced persons including non-titled persons (e.g., informal dwellers/squatters, and encroachers) for acquired assets at replacement rates; (vi) payment of compensation and resettlement assistance prior to economic or physical displacement; (vii) provision of income restoration and rehabilitation; and (viii) establishment of appropriate grievance redress mechanisms. A detailed policy framework including the comparison of national laws and policies with ADB' SPS is given in **Annexure 3**.

## VII. ENTITLEMENTS, ASSISTANCE AND BENEFITS

14. All displaced persons who are identified in the subproject areas on the cut-off date will be entitled to compensation for their affected assets, and rehabilitation measures (as outlined in the entitlement matrix below) sufficient to assist them to improve or at least maintain their pre-project living standards, income-earning capacity and production levels. Compensation eligibility is limited by a cut-off date as set for this project on the day of the completion of the census survey which is 16 July 2010 in this case. Displaced persons who settle in the affected areas after the cut-off date will not be eligible for compensation and assistance. They however will be given sufficient advance notice (30 days) and will be requested to vacate premises and dismantle affected structures prior to project implementation. The IPIU and the NGO will provide the identity cards to each of the displaced persons. A sample copy of the identity card is provided in **Annexure 4**. The entitlement matrix for the subproject based on the above policies is in Table 4.

**Table 4: Entitlement Matrix**

	Type of Loss	Application	Definition of Entitled Person	Compensation Policy	Implementation Issues	Responsible Agency
1	Temporary disruption of livelihood		Legal titleholders, non-titled displaced persons	<ul style="list-style-type: none"> <li>• 30 days advance notice regarding construction activities, including duration and type of disruption.</li> <li>• Contractor's actions to ensure there is no income/access loss consistent with the IEE.<sup>a</sup></li> <li>• Assistance to mobile vendors/hawkers to temporarily shift for continued economic activity.<sup>b</sup></li> <li>• For construction activities involving unavoidable livelihood disruption, compensation for lost income or a transitional allowance for the period of disruption whichever is greater.</li> </ul>	Identification of alternative temporary sites to continue economic activity.	Valuation Committee will determine income lost. Contractors will perform actions to minimize income/access loss.
2	Impacts on vulnerable displaced persons	All impacts	Vulnerable displaced persons	Livelihood. Vulnerable households will be given priority in project construction employment.	Vulnerable households will be identified during the census.	NGO will verify the extent of impacts through a 100% surveys of displaced persons determine assistance, verify and identify vulnerable households.
3	Any other loss not identified	-	-	anticipated involuntary impacts will be documented and mitigated based on the principles of the Resettlement Framework	-	NGO will ascertain the nature and extent of such loss. IPMU will finalize the entitlements in line with the Resettlement Framework

IEE = initial environmental examination, IPMU = Investment Program Project Management Unit, NGO = nongovernmental organization.

<sup>a</sup> This includes: leaving spaces for access between mounds of soil, providing walkways and metal sheets to maintain access across trenches for people and vehicles where required, increased workforces to finish work in areas with impacts on access, timing of works to reduce disruption during business hours, phased construction schedule and working one segment at a time and one side of the road at a time.

<sup>b</sup> For example assistance to shift to the other side of the road where there is no construction.

## VIII. RELOCATION OF HOUSING AND SETTLEMENTS

15. Displaced persons will be provided 30 days advance notice to ensure no or minimal disruption in livelihood. If required, they will also be assisted to temporarily shift for continued economic activity. For example they will be assisted to shift to the other side of the road where there is no construction with assistance provided by the contractor. Ensuring there is no income or access loss during subproject construction is the responsibility of contractors. Consistent with the initial environmental examination, contractors will ensure: leaving spaces for access between mounds of soil, providing walkways and metal sheets to maintain access across trenches for people and vehicles where required, increased workforces to finish work in areas with impacts on access, timing of works to reduce disruption during business hours, phased construction schedule and working one segment at a time and one side of the road at a time.

## IX. INCOME RESTORATION AND REHABILITATION

16. Should construction activities result in unavoidable livelihood disruption, compensation for lost income or a transitional allowance for the period of disruption whichever is greater will be provided. Vulnerable displaced persons will be given priority in project construction employment. Compensation and assistance to affected persons must be made prior to economic or physical displacement.

## X. RESETTLEMENT BUDGET AND FINANCIAL PLAN

17. The resettlement cost estimate for the Sawai Modhupur Drainage subproject includes resettlement assistance, as outlined in the entitlement matrix, support cost for RP implementation and contingency provision amounting to be 5% of the total cost. The state government will be responsible for releasing the funds for resettlement in a timely manner. The total resettlement cost for the subproject is INR 135,870. The resettlement cost items and estimates are outlined in Table 5.

**Table 5: Resettlement Costs**

Srl. No	Item	Unit	Quantity	Unit Cost	Amount
<b>1</b>	<b>Assistance for Relocation &amp; Transfer</b>				
	Shifting assistance	Lump sum	7	200	1400
	Loss of Income Livelihood <sup>a</sup>	14 Days	7	157	15,400
	Additional assistance to Vulnerable groups <sup>b</sup>	14 Days	3	300	12,600
	<b>Sub Total Item 1</b>				<b>29,400</b>
<b>2</b>	<b>Administrative &amp; Implementation costs</b>				
	Implementing NGO	Lump Sum			100,000
<b>3</b>	<b>Total</b>				<b>129,400</b>
<b>4</b>	<b>Contingency</b>	5%			64,707,070
<b>5</b>	<b>Grand Total</b>				<b>13,587,014</b>
					<b>8,470</b>

NGO = nongovernmental organization.

<sup>a</sup> The amount is based on the average per day income as derived from the census and socio economic survey.

<sup>b</sup> Additional Assistance to Vulnerable Vendors/Shop Owners for loss of Livelihood: Less than 3 days impact- @ Rs 500/-per day, Between 4 to 7 days impact-@ Rs 400/-per day, Between 8 to 15 days impact-@ Rs 350/-per day, Between 16 to 31 days impact-@ Rs 300/-per day, More than 31 days impact- A lump sum of Rs 10000/- which is based on assessment made during the census and socio-economic survey.

## XI. INSTITUTIONAL ARRANGEMENTS

18. The LSGD is the executing agency responsible for overall technical supervision and execution of all subprojects funded under the Program. The Implementing Agency is the IPMU of the ongoing RUIDP, which has been expanded and assigned as the IPMU, to coordinate construction of subprojects and ensure consistency across the towns. The inter-ministerial Empowered Committee provides LSGD with central policy guidance and coordination. The IPMU is assisted by: Investment Program Management Consultants (IPMC) who manages the Program and assure technical quality of the design and construction; and Design and Supervision Consultants (DSC), who are designing the infrastructure, managing the tendering of Contractors, and supervising construction.

19. IPIUs have already been established in the project town, Sawai Madhopur to manage implementation of subprojects in their area. CLC will monitor subproject implementation in each town. They will appoint Construction Contractors to build elements of the infrastructure in a particular town (supervised by DSC). Once the infrastructure begins to operate, responsibility will be transferred to the appropriate state or local Government Agency, who will be given training, support and financial assistance through the Program where necessary to enable them to fulfill their responsibilities. They will employ local Operations and Maintenance Contractors (OMC) to maintain and repair the infrastructure as required.

20. Resettlement issues are coordinated by a Social Development Specialist (IPMU SDS) within the IPMU, who ensures that all subprojects comply with involuntary resettlement safeguards. A Resettlement Specialist who is part of the IPMC team assists the SDS. SDS, as part of the DSC, have been appointed to work with each IPIU to update the Resettlement Plan in the detailed design stage, and to prepare Resettlement Plans for new subprojects, where required to comply with the Government and ADB policies. Nongovernmental organization (NGO) is appointed to assist the implement Resettlement Plans with close coordination with IPIU. Various institutional roles and responsibilities are described in Table 6.

**Table 6: Institutional Roles and Responsibilities**

Activities	Agency Responsible
<b>Subproject Initiation Stage</b>	
Finalization of sites/alignments for subprojects	IPMU
Issuance of Public Notice	IPMU
Meetings at community/household level with affected persons of land/property	IPMU/IPIU
Formation of Valuation Committees	IPMU
<b>Resettlement Plan Preparation Stage</b>	
Conducting Census of all affected persons	IPMU/IPIU/NGO
Conducting FGDs/meetings/workshops during SIA surveys	IPIU/NGO
Computation of replacement values of land/properties proposed for acquisition and for associated assets	VC/IPIU
Categorization of affected persons for finalizing entitlements	IPIU/IPMU
Formulating compensation and rehabilitation measures	IPIU/IPMU
Conducting discussions/meetings/workshops with all affected persons and other stakeholders	IPIU/NGO
Fixing compensation for land/property with titleholders	VC/IPMU/IPIU
Finalizing entitlements and rehabilitation packages	IPIU/IPMU/IPIU
Disclosure of final entitlements and rehabilitation packages	IPIU/NGO
Approval of Resettlement Plan	IPMU/ADB
Sale Deed execution and payment	IPMU
Taking possession of land	
<b>Resettlement Plan Implementation Stage</b>	

Activities	Agency Responsible
Implementation of proposed rehabilitation measures	NGO/SDS/IPIU
Consultations with affected persons during rehabilitation activities	NGO/SDS/IPIU
Grievances redress	NGO/SDS/GRC/CLC
Monitoring	IPIU/IPMU

ADB = Asian Development Bank, FGD = focus group discussions, GRC = Grievance Redress Committee, LSGD= Local Self Government Department, NGO = nongovernmental organization, IPMU = investment program management unit, IPIU = investment program implementation unit, SDS = Social Development Specialist, SIA = social impact assessment, VC = Valuation Committee.

## XII. IMPLEMENTATION SCHEDULE

21. The Resettlement Plan is to be cleared by ADB prior to contract award. All entitlements are to be paid prior to displacement. Written confirmation is required by the IPMU to ADB stating that all compensation has been paid to displaced persons. Only then can construction works begin on sections where compensation has been paid. A tentative implementation schedule is given in Table 7.

**Table 7: Implementation Schedule**

Activity	Months									
	1	2	3	4	5	6	7	8	9	10
Appointment of NGOs	◆									
Briefing of the CLC on GRC functions	◆									
Census and socio-economic surveys (issuance of identification cards)	◆	◆								
Consultations and disclosure	◆	◆	◆	◆	◆	◆	◆	◆	◆	◆
Confirmation of government land to be used and transfer from other departments	◆	◆								
Resettlement Plan updating if required			◆							
Resettlement Plan review and approval (IPMU and ADB)				◆						
Issue notice to displaced persons				◆						
Compensation and resettlement assistance					◆	◆	◆			
Relocation as required					◆	◆	◆			
Takeover possession of acquired property								◆		
Monitoring				◆	◆	◆	◆	◆	◆	◆
Handover land to contractors									◆	
Start of civil works										◆
Rehabilitation of temporarily occupied lands										Immediately after construction

ADB = Asian Development Bank, CLC = City Level Committee, GRC = Grievance Redress Committee, IPMU = Investment Program Management Unit, NGO = nongovernmental organization.

## XIII. MONITORING AND REPORTING

22. Resettlement plan implementation will be closely monitored to provide the IPMU with an effective basis for assessing resettlement progress and identifying potential difficulties and problems. Monitoring will be undertaken by the IPIU with assistance from the IPMU. The extent of monitoring activities, including their scope and periodicity, will be commensurate with the project's risks and impacts. Monitoring will involve (i) administrative monitoring to ensure that implementation is on schedule and problems are dealt with on a timely basis; (ii) socio-economic monitoring during and after any resettlement impact utilizing baseline information established through the socio-economic survey undertaken during project sub-preparation; and (iii) overall monitoring to assess status of affected persons. The executing agency is required to implement safeguard measures and relevant safeguard plans, as

provided in the legal agreements, and to submit periodic monitoring reports on their implementation performance. The executing agency will (i) monitor the progress of implementation of safeguard plans, (ii) verify the compliance with safeguard measures and their progress toward intended outcomes, (iii) document and disclose monitoring results and identify necessary corrective and preventive actions in the periodic monitoring reports, (iv) follow up on these actions to ensure progress toward the desired outcomes, and (v) submit quarterly monitoring reports on safeguard measures as agreed with ADB.

23. The IPMU monitoring will include daily planning, implementation, feedback and trouble shooting, individual affected person file maintenance, community relationships, dates for consultations, number of appeals placed and progress reports. The IPIU will be responsible for managing and maintaining affected person databases, documenting the results of the affected person census, and verifying asset and socioeconomic survey data, which will be used as the baseline for assessing resettlement plan implementation impact. The IPIU will provide monthly monitoring report to the IPMU and the IPMU will compile the IPIU report and will submit to ADB on a quarterly basis. Monitoring reports documenting progress on resettlement implementation and resettlement plan completion reports will be provided by the IPMU to ADB for review. Additionally, ADB will monitor projects on an ongoing basis until a project completion report is issued.

### LIST OF PARTICIPANTS IN PUBLIC CONSULTATIONS

Location: Indira Colony & Collectorate circle, Sawai Madhopur, Date: 15-07-2010  
Time: 10:00 AM Duration of Discussion (in Hrs): 3 hrs.

Sl. No	Name <sup>a</sup>	Profession	Sex	Location
1		Private Job	M	Near Collectorate
2		Retired person	M	Near Collectorate
3		Shopkeeper	M	Near Collectorate
4		Student	M	Indira colony
5		Social worker	F	Indira colony
6		Government job	M	Indira colony
7		Businessman	M	Near railway station.
8		Doctor	M	M.P Colony
9		Advocate	M	Mantown
10		Student	M	Indira Colony

<sup>a</sup> Names deleted to maintain privacy.



## **SUMMARY ACTIVITIES ON COMMUNITY AWARENESS AND PARTICIPATION PROGRAM (CAPP)**

1. Appreciating the fact that the long term success of the project dependence on the willingness of local communities to sustain improved services and facilities provided by the project, Community Awareness and Participation Program (CAPP) has been designed as an integral part of RUIDP with objective of fostering greater awareness and involvement of the communities for participation in all aspects of project decision making. The objectives of CAPP are to:

- (i) Promote participatory community involvement in the project and to contribute to the delivery of sustainable urban service.
- (ii) Cover community awareness, participation, and education with respect to implementation and management of the project facilities, and to educate communities about environmental sanitation and health linkages.
- (iii) Inform the project beneficiaries about implications to the community in terms of benefits and responsibilities, including the need to pay for sustainable urban and civic amenities.
- (iv) Stimulate civic concern about environmental quality and responsibility.
- (v) Ensure that the communities develop a sense of "ownership" of the new and rehabilitated infrastructure and services.
- (vi) Ensure community involvement during planning and implementation of all components of the project activities.

2. To mobilize, motivate, participation and awareness of community a CAPP is taken under the RUSDIP. M/s Indian Institute of Rural Management, Jaipur has been engaged as CAPP consultant from August, 2008. Community mobilization will be activated through various Public Meetings, Campaign and media means. CAPP will be undertaken to make the public aware of the short-term inconveniences and long-term benefits of the project in order to gain full support of the beneficiaries for the Project. CAPP will be helpful to make beneficiaries aware of preventive care to avoid environmental health-related hazards and of their responsibilities to avoid the wastage of water, including issues such as water rates, user charges and property tax reform, etc. for achieving the goals of the Project. In addition, it will provide feedback to the IPMU with a view to adjusting the work program based on the impact of the campaign and concerns raised by the beneficiaries.

3. To design and implement the CAPP activities, Indian Institute of Rural Management (IIRM) has been appointed at the state level NGO after following ADB procedures. The CAPP unites are functioning to implement the Program of RUIDP in six project cities. The Contract Agreement to this effect was signed by the RUIDP and IIRM on 30<sup>th</sup> October 2003. Accordingly, IIRM has assumed the responsibilities of State Level NGO with effect from 1<sup>st</sup> November 2003 and completed the assignment on 31.3.08.

4. In order to achieve desired goal several awareness campaigns, seminars, orientations, trainings, sewer and water connectivity camps have been organized at different levels on various facets health, hygiene, water and sanitation, solid waste management, sewerage, property connection, road safety and other RUIDP related sector. IEC material is also being brought out on the above issues. The programs are designed to help enhance the understanding of the project and through people's participation ensure sustainability of the assets/services provided.

### **5. Overview of CAPP Activities**

- (i) Formation of Groups
- (ii) Public Meeting at the community level

- (iii) Jajam baithaks
- (iv) Individual contact
- (v) Site visits
- (vi) School campaign
- (vii) Street Play, Nukkad Natak and Puppet Shows
- (viii) Observance of Important National / International Day
- (ix) Road Safety Programs
- (x) Cultural Event
- (xi) Exhibitions
- (xii) Jhanki Display
- (xiii) Women Participation and Income Generation Activities
- (xiv) Organization Camps
- (xv) IEC Activities
  - (a) Print Media
  - (b) Display of Posters
  - (c) RUIDP Calendar
  - (d) Preparation of Brochure and Folders
  - (e) Preparation of Pamphlets
  - (f) Stickers
  - (g) Preparation and release of Nav Aakar
  - (h) Release of News Letter
  - (i) Release of News and Appeals
- (xvi) Electronic Media
  - (a) Interactive Phone in program through AIR
  - (b) Display of film on Water Conservation
  - (c) Film Show for Environment Improvement
  - (d) Display of Cinema Slides
  - (e) Documentary Film on RUIDP – ‘Pragati Path’
  - (f) Display of Scroll Messages
  - (g) Display of Banners / Flexes
  - (h) Press Conference
- (xvii) Training Program and Workshops

## SUMMARY POLICY FRAMEWORK

### A. Policy and Legal Framework

1. The policy framework and entitlements for the Program are based on national laws: The Land Acquisition Act, 1894 (LAA, amended in 1984) the National Resettlement and Rehabilitation Policy, 2007 (NRRP); and ADB's Policy on Involuntary Resettlement, 1995. The salient features of Government and ADB policies are summarized below.

#### 1. Government Policy

##### a. National Resettlement and Rehabilitation Policy, 2007

2. The NRRP 2007 was adopted by the Government of India on 31 October 2007 to address development-induced resettlement issues. The NRRP stipulates the minimum facilities to be ensured for persons displaced due to the acquisition of land for public purposes and to provide for the basic minimum requirements. All projects leading to involuntary displacement of people must address the rehabilitation and resettlement issues comprehensively. The State Governments, Public Sector Undertakings or agencies, and other requiring bodies shall be at liberty to put in place greater benefit levels than those prescribed in the NRRP. The principles of this policy may also apply to the rehabilitation and resettlement of persons involuntarily displaced permanently due to any other reason. The objectives of the Policy are:

- (i) to minimize displacement and to promote, as far as possible, non-displacing or least-displacing alternatives;
- (ii) to ensure adequate rehabilitation package and expeditious implementation of the rehabilitation process with the active participation of the affected families;
- (iii) to ensure that special care is taken for protecting the rights of the weaker sections of society, especially members of the Scheduled Castes and Scheduled Tribes, and to create obligations on the State for their treatment with concern and sensitivity;
- (iv) to provide a better standard of living, making concerted efforts for providing sustainable income to the affected families;
- (v) to integrate rehabilitation concerns into the development planning and implementation process; and
- (vi) where displacement is on account of land acquisition, to facilitate harmonious relationship between the requiring body and affected families through mutual cooperation.

3. The NRRP is applicable for projects where over 400 families in the plains or 200 families in hilly or tribal or Desert Development Program (DDP) areas are displaced. However, the basic principles can be applied to resettling and rehabilitating regardless of the number affected. NRRP's provisions are intended to mitigate adverse impacts on Project Affected Families (PAFs). The NRRP comprehensively deals with all the issues and provides wide range of eligibility to the affected persons and meets most of the requirement of ADB's Policy on Involuntary Resettlement (1995). The non title holders, under NRRP, are recognized as the people living in the affected area not less than three years after the declaration of the area as affected area. The NRRP addresses the vulnerable families with adequate entitlements and provides special provisions for Scheduled Castes and Scheduled Tribes Families. The NRRP takes in to account all the transparency as far as consultation, dissemination of information, disclosure and grievance is concerned. However, the law relating to the acquisition of privately owned immoveable property is the Land Acquisition Act of 1894 (LAA, amended 1984) which is discussed in the following section.

## **b. Land Acquisition Act, 1894 as Amended in 1984**

4. The LAA provides a framework for facilitating land acquisition in India. LAA enables the State Government to acquire private land for public purposes. LAA ensures that no person is deprived of land except under LAA and entitles affected persons to a hearing before acquisition. The main elements of LAA are:

- (i) Land identified for the purpose of a project is placed under Section 4 of the LAA. This constitutes notification. Objections must be made within 50 days to the District Collector (the highest administrative officer of the concerned District).
- (ii) The land is then placed under Section 6 of the LAA. This is a declaration that the Government intends to acquire the land. The District Collector is directed to take steps for the acquisition, and the land is placed under Section 9. Interested parties are then invited to state their interest in the land and the price. Under Section 11, the District Collector will make an award within one year of the date of publication of the declarations. Otherwise, the acquisition proceedings shall lapse.
- (iii) In case of disagreement on the price awarded, within 6 weeks of the award, the parties (under Section 18) can request the District Collector to refer the matter to the Courts to make a final ruling on the amount of compensation.
- (iv) Once the land has been placed under Section 4, no further sale or transfer is allowed.
- (v) Compensation for land and improvements (such as houses, wells, trees, etc.) is paid in cash by the project authorities to the State Government, which in turn compensates landowners.
- (vi) The price to be paid for the acquisition of agricultural land is based on sale prices recorded in the District Registrar's office averaged over the three years preceding notification under Section 4. The compensation is paid after the area is acquired, with actual payment by the State taking about two or three years. An additional 30% is added to the award as well as an escalation of 12% per year from the date of notification to the final placement under Section 9. For delayed payments, after placement under Section 9, an additional 9% per annum is paid for the first year and 15% for subsequent years.

## **2. ADB'S Safeguard Policy Statement, 2009 (SPS)**

5. The three important elements of ADB's involuntary resettlement policy are (i) compensation to replace lost assets, livelihood, and income; (ii) assistance for relocation, including provision of relocation sites with appropriate facilities and services; and (iii) assistance for rehabilitation to achieve at least the same level of well-being with the project as without it.

6. For any ADB operation requiring involuntary resettlement, resettlement planning is an integral part of project design, to be dealt with from the earliest stages of the project cycle, taking into account the following basic principles:

- (i) Involuntary resettlement will be avoided whenever feasible.
- (ii) Where population displacement is unavoidable, it should be minimized.
- (iii) All lost assets acquired or affected will be compensated. Compensation is based on the principle of replacement cost.
- (iv) Each involuntary resettlement is conceived and executed as part of a development project or program. Affected persons need to be provided with

- sufficient resources to re-establish their livelihoods and homes with time-bound action in co-ordination with civil works.
- (v) Affected persons are to be fully informed and closely consulted.
  - (vi) Affected persons are to be assisted to integrate economically and socially into host communities so that adverse impacts on the host communities are minimized and social harmony is promoted.
  - (vii) The absence of a formal title to land is not a bar to ADB policy entitlements.
  - (viii) Affected persons are to be identified and recorded as early as possible to establish their eligibility, through a census which serves as a cut-off date, and prevents subsequent influx of encroachers.
  - (ix) Particular attention will be paid to vulnerable groups including those without legal title to land or other assets; households headed by women; the elderly or disabled; and indigenous groups. Assistance must be provided to help them improve their socio-economic status.
  - (x) The full resettlement costs will be included in the presentation of project costs and benefits.

## B. Comparison of Borrower's Policy with the Resettlement Framework

7. The NRRP represents a significant milestone in the development of a systematic approach to address resettlement issues in India. LAA, 1894 however gives directives for acquisition of land in public interest and provides benefits only to titleholders. Table A3.1 presents a comparison of Government policies (LAA and NRRP) in comparison with the Resettlement Framework which is consistent with ADB's involuntary resettlement policy.

**Table A3.1: Comparison between the Borrower's and ADB's SPS**

	Policy Principles	LAA	NRRP	Remarks	Compliance of proposed Resettlement Framework with ADB's SPS
1.	Involuntary resettlement should be avoided where feasible.	X	✓	LAA is applicable wherever private land is to be acquired by Government for public purpose.	This is addressed in the Resettlement Framework. The locations for project components have been identified in such a manner that involuntary resettlement is avoided to the extent possible. These involuntary resettlement impacts shall be further minimized during detailed designs.
2.	Where population displacement is unavoidable, it should be minimized by exploring viable project options.	X	✓	LAA is applicable wherever private land is to be acquired by Government for public purpose.	This is addressed in the Resettlement Framework. The locations for project components have been identified in such a manner that involuntary resettlement is avoided to the extent possible. These involuntary resettlement impacts shall be further minimized during detailed designs.
3.	If individuals or a community must lose their land, means of livelihood, social support systems, or way of life in order that a project might proceed, they should be compensated and assisted so that their economic and social future	X	✓	According to the ADB's involuntary resettlement policy full Resettlement Plan is required when 200 or more people will experience major impacts. A Short Resettlement Plan is required when resettlement is insignificant when less than	The Resettlement Framework addresses the involuntary resettlement impacts. The entitlements to the affected persons are outlined in the Entitlement Matrix.

	Policy Principles	LAA	NRRP	Remarks	Compliance of proposed Resettlement Framework with ADB's SPS
	will generally be at least as favorable with the project as without it. Appropriate land, housing, infrastructure, and other compensation, comparable to the without project situation, should be provided to the adversely affected population, including indigenous groups, ethnic minorities, and pastoralists who may have usufruct or customary rights to the land or other resources taken for the project.			200 people will experience major impacts. According to the NRRP, Resettlement Plan should be prepared when it involves resettlement of more than 500 families (roughly about 2,000 persons) in plain areas and 200 families (roughly about 1,000 people) in hilly areas, Desert Development Program (DDP) blocks, areas mentioned in Schedule V and Schedule VI of the Constitution of India.	
4.	Any involuntary resettlement should, as far as possible, be conceived and executed as a part of a development project or program and resettlement plans should be prepared with appropriate timebound actions and budgets. Resettlers should be provided sufficient resources and opportunities to reestablish their homes and livelihoods as soon as possible.	X	✓	According to the ADB's involuntary resettlement policy full Resettlement Plan is required when 200 or more people will experience major impacts. A Short Resettlement Plan is required when resettlement is insignificant when less than 200 people will experience major impacts. According to the NRRP, Resettlement Plan should be prepared when it involves resettlement of more than 400 families (roughly about 2,500 persons) in plain areas and 250 families (roughly about 1,250 people) in hilly areas, Desert Development Program (DDP) blocks, areas mentioned in Schedule V and Schedule VI of the Constitution of India. LAA does not provide for resettlement. However, it specifies the time limit for acquisition, though the project/program for which it is conceived need not necessarily be time-bound.	The Resettlement Framework addresses the involuntary resettlement impacts. The entitlements to the Affected persons are outlined in the Entitlement Matrix.  A time-bound action plan and implementation schedule for the involuntary resettlement activities is outlined. The key Resettlement Plan activities are identified and the responsibilities for the same outlined.
5.	The affected people should be fully informed and closely consulted on resettlement and compensation options. Where adversely affected people are particularly vulnerable, resettlement and compensation decisions should be preceded by a social preparation phase to build up the capacity of the vulnerable people to deal with the issues.	X	✓	LAA recognizes only titleholders, who are to be notified prior to acquisition.	Consultations have been carried out with affected persons. This will be further consolidated by the Resettlement Plan implementing NGO. The plan for information disclosure in the project, including the Resettlement Framework.

	Policy Principles	LAA	NRRP	Remarks	Compliance of proposed Resettlement Framework with ADB's SPS
6.	Appropriate patterns of social organization should be promoted, and existing social and cultural institutions of resettlers and their hosts should be supported and used to the greatest extent possible. Resettlers should be integrated economically and socially into host communities so that adverse impacts on host communities are minimized. One of the effective ways of achieving this integration may be by extending development benefits to host communities.	X	✓	-	This is addressed in the Entitlement Matrix.
7.	The absence of formal legal title to land some affected groups should not be a bar to compensation. Affected persons entitled to compensation and rehabilitation should be identified and recorded as early as possible, preferably at the project identification stage, in order to prevent an influx of illegal encroachers, squatters, and other nonresidents who wish to take advantage of such benefits. Particular attention should be paid to the needs of the poorest affected persons including those without legal title to assets,, female-headed households and other vulnerable groups, such as indigenous peoples, and appropriate assistance provided to help them improve their status.	X	✓	LAA provides for every affected person to receive a notification prior to acquisition and for a hearing in case of any objection. Acquisition under the Act is permitted within one year from the date of declaration of intent to acquire, failing which, the process has to start again. LAA does not regard non-titleholders as affected persons.  <i>The Rajasthan Urban Housing and Habitat Policy, 2006</i> aims to provide tenurial rights to urban slum dwellers with special emphasis on persons belonging to scheduled castes, scheduled tribes, weaker sections, physically handicapped and widows. This is consistent with recognizing those without legal titles and the vulnerable.	The process for verification of impacts and establishing the eligibility of the affected persons is outlined in the Resettlement Framework.
8.	The full costs of resettlement and compensation, including the costs of social preparation and livelihood programs as well as the incremental benefits over the "without project" situation, should be included in the presentation of Project costs and benefits.	X	✓	According to the ADB's involuntary resettlement policy full Resettlement Plan is required when 200 or more people will experience major impacts. A Short Resettlement Plan is required when resettlement is insignificant when less than 200 people will experience major impacts. According to the NRRP, Resettlement Plan should be prepared when it involves resettlement of more than 500 families (roughly about 2,500 persons) in plain	The Resettlement Framework addresses the involuntary resettlement impacts. The entitlements to the affected persons are outlined in the Entitlement Matrix.

	Policy Principles	LAA	NRRP	Remarks	Compliance of proposed Resettlement Framework with ADB's SPS
				areas and 250 families (roughly about 1,250 people) in hilly areas, Desert Development Program (DDP) blocks, areas mentioned in Schedule V and Schedule VI of the Constitution of India. The NRRP's concept of replacement cost is not clearly defined. However, the NRRP does consider various compensation packages to substitute the losses of affected persons.	This is addressed in the Entitlement Matrix
9.	To better assure timely availability of required resources and to ensure compliance with involuntary resettlement procedures during implementation, eligible costs of resettlement and compensation may be considered for inclusion in Bank loan financing for the project, if requested.	X	✓	-	The impacts have been assessed and Resettlement Plan costs according to the entitlement matrix have been worked out. These costs are included in the Project Costs.

ADB = Asian Development Bank, DDP = Desert Development Program, LAA = Land Acquisition Act, NGO = nongovernmental organization, NRRP = National Resettlement and Rehabilitation Policy.

### COPY OF IDENTITY CARDS

**R&R IDENTITY CARD FOR RUSDIP**

Name of AP \_\_\_\_\_ Sex \_\_\_ Age \_\_\_  
House No \_\_\_\_\_ Road/Lane \_\_\_\_\_  
Town \_\_\_\_\_ Block \_\_\_\_\_  
District \_\_\_\_\_

No. of family members:  
Adults: Male \_\_\_ Female \_\_\_ Children: Male \_\_\_ Female \_\_\_

No. of working members: \_\_\_

Main occupation of head of household: \_\_\_\_\_

Type of Loss: \_\_\_\_\_

Entitlements: \_\_\_\_\_

Signature of the representative of AP: \_\_\_\_\_

Signature of NGO CEO (for registration card): \_\_\_\_\_

Name of the Executive engineer: \_\_\_\_\_

Signature of Executive engineer: \_\_\_\_\_

Date of issue: \_\_\_\_\_ Office Seal: \_\_\_\_\_