A. Project Background

1. The Government of Tamil Nadu (GoTN) is implementing the Climate Adaptation in Vennar sub-basin in Cauvery Delta Project (CAVSCDP) with Asian Development Bank’s assistance. Subprojects proposed under the modernisation of irrigation system by design, construction and operation. This includes re-sectioning of river/canals, desilting of river bed, construction of new or rehabilitation old or reconstruction of head regulators, cross regulators, drainage out fall, irrigation out falls and infalls on Harichandranadi, Adappar, Pandavayar, Vellayar, Valavanarand Vedaranyam rivers and canals of Vennar sub-basin. Re-sectioning of the 220.9-kilometer (km) river involves Harichandranadi River of 39.27 km, Adappar River of 41.23 km, Pandavayar of 38.18 km, Vellayar River of 43.27 km and Vedaranyam Canal of 39.64 km.

2. Since the basic infrastructure is already in place, the proposed activities under the project are unlikely to involve any need for land acquisition. However, the subprojects will cause impact to encroachers and squatters along the canal and river banks involving about 650 households comprising of 442 residential squatters, 98 commercial squatters, 32 residence cum commercial squatters and 78 cattle sheds.

3. The Water Resources Department (WRD), GoTN has prepared a Resettlement Plan (RP) that addresses social issues arising out of squatting and encroachments, along the banks of the canal and river, that require to be removed. This will result in social and/or economic displacement to households/individuals/community, either direct or indirect and the RP is in compliance with the National and State laws and ADB’s Safeguard Policy Statement 2009.

4. The executing agency is the Water Resources Department and a Project Management Unit (PMU) has been established. The PMU is headed by a full time Project Director of Superintendent Engineer Rank. The PMU will be supported by Project Implementation Units (PIUs) established in the respective EEs offices. Three PIUs will be established in Thiruvarur, Nagapattinam and Thiruthuraipoondi. Resettlement planning and implementation will be under the responsibility of the Thiruvarur and Nagapattinam PIUs.

5. To assist the PIU in the implementation of the RPs, WRD invites the services of eligible nongovernment organization team.

B. Consulting Services

6. The team will assist in implementing the resettlement plans (RPs) in a timely manner, and to ensure that displaced persons (DPs) will not be worse off due to the project, and will be compensated for their losses. The following personnel are required:
<table>
<thead>
<tr>
<th>Key Experts</th>
<th>Number of Persons</th>
<th>Input in Months Per person</th>
<th>Total Person Months</th>
</tr>
</thead>
<tbody>
<tr>
<td>Team Leader cum Community Development Specialist</td>
<td>1</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Field Coordinator</td>
<td>2</td>
<td>12</td>
<td>24</td>
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| Non-Key Experts                                |                   |                            |                     |
| Field Support Staff                            | 2                 | 10                         | 20                  |

7. Two field teams will be fielded one under Thiruvarur PIU and the other under Nagapattinam PIU, with the team leader holding overall charge. Each field team will include one field coordinator and one field staff each. Therefore, in total there will be two field staff.

C. Scope of Work

8. The team will assist the project management unit (PMU) and project implementation units (PIU) in implementing the RPs, and will also work closely with (i) local revenue officer responsible for impacted areas, (ii) grievance redress mechanism (GRM) team, and (iii) Displaced People (DP) as well as the panchayats. The team will be responsible for the following activities:

   (i) With assistance of the local revenue officer and engineer, verify the information already contained in the census and socio economic survey of each RP to ensure that all project-affected persons (PAPs) are well recorded.

   (ii) Assist the PMU/PIU in preparing working plan (or micro plan) for implementing each RP that includes entitlements that each PAP will get and plan for releasing compensation by block areas, or villages/panchayat.

   (iii) In close coordination with local village officer, assist the PMU and PIUs in organizing public meetings and regular meetings with project affected persons (PAPs), and in translating summary RPs into local language and disclosing RPs to ensure that PAPs especially DPs have been given full information related with the RPs and the plan to implement the RPs, and assist in disclosing the list of eligible DPs in prominent public places, and record minutes of all meetings with PAPs.

   (iv) Assist the PMU/PIU and revenue officials in obtaining options and choices for resettlement sites, in indentifying resettlement site, in preparing monitoring sheet to check whether the resettlement sites are ready for occupancy of DPs who are physically displaced, and to ensure the sites are ready before asking DPs to move from project areas.

   (v) Update and maintain database of DPs with clear identity to be recorded, property affected by each of them, detail item of compensations or allowance to be provided to them, and included target date for payment. Indicate the preferred
site that each of them want to move or to be relocated, and put the target date. This database should also include list of people who voluntarily move to a location of their own choice, if possible, data to where they will move to be recorded in the database as well.

(vi) Assist PIU in – preparing e-and distributing e-the entitlement and identity card to the eligible DPs, to help in monitoring the progress on compensation payment. (The identity card should include a photograph of the DP, types of loss and contact details of GRC).

(vii) Assist the project implementation unit (PIU) in maintaining the database of DPs in all compensation transactions with DPs to enable to continually provide data and report to the PMU which areas have been cleared in terms of compensations and if allowance have been fully paid, and if the DPs have been physically resettled in the resettlement sites.

9. In close coordination with PIU and village officer, assist PAPs on the following:

(i) Educate the DPs on their rights to entitlements and obligations.

(ii) Ensure that the DPs are given the full entitlements due to them, according to the entitlements in the RP.

(iii) Assist the DPs in relocation and rehabilitation, including counseling, and coordination with local authorities.

(iv) Provide support and information to DPs for income restoration. Explain to the DPs the implementation arrangement of RPs to their respective DPs. This will include (i) communication to the squatters and encroachers about when the DPs are expected to move out from the project areas, (ii) what support will be needed and provided to the DPs for their relocation either by self or with project assistance, and (iii) the timeframe for their relocation and their entitlements.

(v) Assist in ensuring a smooth transition (during the part or full relocation of the DPs), helping the DPs to take salvaged materials and shift, and in close coordination with DPs, provide PIUs with planned dates when the DPs will be moved out from project areas to resettlement sites.

(vi) Assist the DPs in opening bank accounts explaining the implications, the rules and the obligations of a bank account and how s/he can access the resources s/he is entitled to.

(vii) In addition to counseling and providing information to the DPs, the consultant will carry out periodic consultation with the DPs and other stakeholders to ensure that RPs have been properly implemented.

(viii) Make the DPs aware of the existence of the GRM.

(ix) Assist the DPs in redressing their grievances through the grievance redress committee (GRC) set up for the subproject.

(x) Record the grievance and bring it to the notice of the GRM team within the required days as stated in the GRM procedure.

(xi) Help the DPs in registering their grievance. If necessary, escort the DPs to the GRM meeting on the decided date, help the DP to express his/her grievance in a
formal manner if requested by the GRC and again inform the DPs of the
decisions taken by the GRC within 3 days of receiving a decision from the GRC.

D. Individual Terms of Reference

Team leader cum community development specialist (6 person-months, intermittent).

10. The Team leader cum community development specialist should be a postgraduate in
social science with at least 10 years overall experience and at least 5 years experience in
implementing resettlement plans and experience in working on either World Bank or ADB
funded projects would be preferred. Should be proficient in Tamil and English.

11. Key tasks will include liaising with client in matters related to RP implementation and
manage the team in carrying out various tasks envisaged in the RP implementation. The team
leader cum community development specialist will be responsible for consultations, disclosure
activities envisaged during RP implementation including (i) overall coordination of all activities
envisaged under RP implementation; (ii) identifying suitable income generating schemes for
those losing their livelihood; (iii) conduct consultations periodically and disclose relevant project
information in Tamil to the DPs and other stakeholders; (iv) assess the suitability of resettlement
sites and amenities/facilities provided therein; and (v) carry out HIV AIDS awareness
campaigns, and other social dimensions of the project on labour standards, as well as health
and safety. Review and submit monthly and quarterly progress reports. Attend quarterly review
meetings at PMU and be available during visit of ADB and external monitor.

12. Field coordinator (2 positions at 12 person-months each, intermittent). The field
coordinator should be a graduate with minimum 3 year experience in implementing rural
development livelihood projects in Tamil Nadu. Should be proficient in Tamil and with working
knowledge of English. Should have knowledge and ability to use MS Office (Excel / Word)
applications. Should have prior experience in implementing resettlement and rehabilitation
projects.

13. The field coordinators will be fielded in the subproject areas and will be the single point
contact for DPs seeking clarification on eligibility, entitlement, RP implementation schedule and
GRM. He will assist PIU in: (i) verification of DPs; (ii) updating of census and socio economic
survey data; (iii) updating/appending the survey data in the database; (iv) disclosing the gist of
the RP including details of contact of GRC; (v) facilitating the revenue cell and PIU in identifying
suitable sites for resettlement; (vi) identifying amenities and facilities requires at resettlement
site; (vii) assisting PIU in getting the ID cards prepared; (viii) issuing of identity cards; (ix)
obtaining bank particulars of PAPs for disbursement purpose (x) obtaining options from DPs,
wherever applicable; (xi) preparing list of eligible DPs for dissemination; (xii) assisting PIU in
disclosing draft list of PAPs along with details of impact and entitlements (micro plan); (xiii)
assisting PIU and revenue cell in receiving and hearing concerns and complains with regard to
draft list of entitlement published; (xiv) disbursement of assistances; (xv) assisting PAPs in
relocating to the resettlement site; (xvi) providing guidance and counselling during the transition
period (xvii) facilitating disclosure of relevant information in a timely manner in Tamil; (xviii)
holding periodic consultations with PAPs; and (xix) identifying suitable training for skill
development. Will also assist DPs in approaching the GRC, whenever required, and assist PIU
in maintaining a record of grievances received/lodged and action taken/compliance. Attend
monthly review meetings at PMU and be available during visit of ADB and external monitor.
E. Deliverable Outputs

14. Submit an inception report within 3 weeks of signing up of the contract including a work plan for the whole contract period and staffing and personnel deployment plan.

15. Prepare report on monthly and quarterly progress in implementing the RPs and to be included in the project quarterly progress report, and also prepare semiannual report in implementing the RPs and submit to PMU.

16. Submit a completion report at the end of completing the RPs’ implementation.

17. Submit all record/minute of meeting from all consultation meetings with DPs

F. Timeframe for Services

18. The team will be engaged for 24 months from the date of commencement expected to be June 2016.

G. Clients inputs and counterpart personnel: WRD will provide the necessary office space to house the team. WRD will provide details of area to be affected and provide all relevant reports to the team. PIU staff of WRD will be available to work with the consultant.