

Terms of Reference

Consulting Service on Socio Economic Survey, Resettlement Action Plan (RAP) Development, Community Mobilization, Capacity Improvement and Livelihood Development.

**Support to Colombo Urban Regeneration Project
(AIIB Funded)**

**Urban Development Authority
Ministry of Urban Development and Housing**

August 2023

TERMS OF REFERENCE

1.1. Project Information

01	Name of the Assignment	Consulting Service on Socio Economic Survey, Resettlement Action Plan (RAP) Development, Community Mobilization, Capacity Improvement Livelihood Development
02	Nature of the Assignment	Socio Economic Survey, Resettlement Action Plan (RAP) Development, Community Mobilization, Capacity Improvement Livelihood Development
03	Executing Agency	Ministry of Urban Development & Housing / Project Management Unit of Support to Colombo Urban Regeneration Project (AIIB Funded)
04	Implementation Agency	Urban Development Authority
05	Donor Agency	Asian Infrastructure Investment Bank
06	Assignment Duration	24 Months
07	Probable Additional Contract Period	Not less than 12 Months

1.1.1 Leading towards the Government of Sri Lanka's housing policy aim of ensuring affordable access to adequate housing for everyone, Ministry of Urban Development & Housing through Urban Development Authority implements the Urban Regeneration Project in Colombo with a master plan to envisage the relocation of households currently living in underserved settlements into new housing schemes with adequate standards and optimization of land use of prime locations for high utility and economic returns, as an important step towards transforming Colombo into a city with clean and pleasing environment and model for national development.

1.1.2 Ministry of Urban Development & Housing is currently executing the Support to Colombo Urban Regeneration Project (SCURP) funded by the Asian Infrastructure Investment Bank. The objective of the project is to improve housing conditions of low-income communities and increase land use efficiency in Colombo through investments in the construction of affordable housing and redevelopment of land, with associated policy and system enhancements.

1.1.3. The Support to Colombo Urban Regeneration Project (SCURP) support the implementation of the second phase of an urban regeneration program that is being implemented by the Urban Development Authority (UDA), which is under the Ministry of Urban Development and Housing (MUDH). The project is included with investments in infrastructure and associated improvements in systems and policies. The total cost of the project is estimated at US \$ 280M, comprising a loan from the Asian Infrastructure Investment Bank (AIIB) of US \$ 200M and Government of Sri Lanka (GoSL) counterpart funding of US \$ 80M.

1.1.4. The SCURP aim to resolve issues of poor-quality urban housing and services, leading to a more efficient use of urban land. The program is designed to resettle low and lower-middle income households, currently living in identified underserved settlements provided by GOSL or occupied by squatting, into new high-rise apartment buildings. The land released is intended to be used for public purposes such as urban infrastructure or parks as well as for higher-value redevelopment. The overall program aims to move 50,000 lower and lower-middle income households living in underserved areas into high-rise apartments.

1.2. Key Components

1.2.1. The AIIB project, consisting of three components. Component 1 (US \$ 220M) is financed for the construction of housing for approximately 4,500 families. Six subprojects are at construction stage for providing 4074 housing units. The additional sub-projects will be identified during project preparation. Component 2 (US \$ 50M) is to support the redevelopment of the areas made available by the housing program, including the provision of public amenities in these areas. 10 potential areas have been identified, from which people will be moved, and it is envisaged to finance the redevelopment of some of the areas that will be vacated when households moved into the housing schemes, to be provided under the Component 1. Component 3 (US \$ 10M) is to finance additional technical support and project management, including systems to improve the sustainability and quality of apartment building maintenance, and support to strengthen the capacity of the UDA to manage social and environmental issues. It will also to support the review and improvement of the current public programmes and policies for low- and middle-income housing.

1.2.2. The Project Management Unit (PMU) was established under the Ministry of Urban Development and Housing is responsible for managing the overall project implementation .

1.2.3. As an AIIB financed Project, SCURP shall consider the Environmental and Social Standards (ESS), Environmental and Social Policy (ESP) of AIIB, the policies and legal requirements of the Government of Sri Lanka (GOSL).

The Resettlement Action Plans (RAPs) is required to be applied with both AIIB and GOSL policies and standards.

2. Objective and Scope of the Consultancy

2.1. Socio Economic Survey and RAP Development

Table 1. List of sites where the residents, planned to be resettled.

#	Proposed sites to be cleared	RAP	Proposed Housing schemes for resettlement	Tentative HH
1	Poorwarama Janapada Land	RAP 1	Colombage Mawatha	200
2	Samagiwatta	RAP 2	Colombage Mawatha	200
3	Railway reservation - Colambagemawatha	RAP 3	Colombage Mawatha	150
4	Kettarama 765watta-Bodhirajamawata	RAP 4	Stadiumgama	500
5	Kettarama 765watta - 5th to 10th lanes	RAP 5	Stadiumgama	500
6	Sammantranapura at Mattakkuliya	RAP 6	Madampitiya	760
7	Kettarama 765watta - 3rd to 4th lanes	RAP 7	Applewatta	500
8	Kettarama 765watta - Remaining	RAP 8	Applewatta	260
9	Applewatta – 120watta	RAP 9	Applewatta	200
10	391watta at Nagalagam Weediya	RAP 10	Ferguson	140
11	381, 351watta	RAP 11	Ferguson	80
12	33watta	RAP 12	Ferguson	80
13	75watta	RAP 13	Ferguson	300
14	361watta and 95watta	RAP14	Ferguson	150
15	Arunodaya Mawatha	RAP 15	Arunodaya Mawatha,	300
Total				4320

2.1.1. The objective of this consultancy is to provide consultancy service on the planning, implementation, and monitoring of the involuntary resettlement process that was planned to resettle the under-served community in the Colombo city under the SCUR Project. The resettlement process must comply with International Social Safeguard Policies and best practices especially on social safeguard standards and policies of the Asian Infrastructure Investment Bank (AIIB).

2.1.2. The Consultant shall be responsible for making aware of the whole Project Affected People's (PAP's) and the under-served communities resettlement process, in the project areas by using proper communication methods and community-based training tools.

2.1.3. The social, cultural and economic related information shall be collected from all households that are planned to be resettled in the new housing schemes constructed, under the project. The consultant shall conduct a Socio-Economic baseline survey to collect accurate information by using systematic, qualitative and quantitative data collection methods in line with social research methodology.

2.1.4. The Consultant shall prepare Resettlement Action Plan on each site of the 15 sites, listed. (See the table 1). The RAPs shall be based on the principles outlined in the Project's Resettlement Policy Framework (RPF). Further, it must be with the measures required to avoid or mitigate any project related adverse impact arising from the involuntary resettlement of Project Affected Households in high-rise apartments. RAPs must be with recommendations on appropriate measures and actions along with the relevant provisions on compensation and with any other resettlement and rehabilitation assistance and benefits (Entitlement Matrix) on the project affected households to sustain the living conditions maintained at pre-project levels and to improve those living conditions with the required social standard and comfortable living facilities, to make better than the pre-project level living conditions.

2.1.5. The surveys shall cover all the details of the structural losses (Inventory of losses) of each project affected household including of all the public and private properties. According to the data, the Consultant shall prepare an inventory on all the structural losses. The Consultant shall carryout the stakeholder analysis and develop the stakeholder engagement plan.

2.1.6. The Consultant shall obtain the approval of the Ministry (Deliverable Review Committee) before administering the questionnaire for the socio-economic baseline survey.

2.2. Community Mobilization, Capacity Improvement and Livelihood Development

2.2.1. The aim of the project is to improve and uplift the socio-economic condition of the resettled families by providing new houses with all the conveniences and benefits with minimum obstacles. The Consultant shall carry out an assessment to identify and determine the needs, capacities and demands for the livelihood development on each household by using appropriate participatory community-based tools and approaches. This shall be based on a gender-responsive household approach, and shall be concerned of all other aspects particularly, of all the ages. The consultant shall commence the proposed assignment with the already resettled 99 households, at Helamuthu Sevana (61 nrs.) and Siyapathasevana (38 nrs.).

2.2.2. Based on the need assessments, the Consultant shall develop a Livelihood Development Strategic Plan and to provide assistance to enhance the livelihood activities of the resettled households. Further the Consultant shall plan social mobilization, capacity development, and other relevant activities that are necessary to develop a proper Work Plan and a Results Monitoring Framework considering the requirement for uplifting the resettled people's living conditions, along with the relevant cost plan depicting the relevant cost involved with respect to each and every activity of that work plan, so prepared.

2.2.3. The Consultant shall assign a site officer for each site, for implementing the proposed project plan, under the supervision of the PMU. In addition, the Consultant shall bring into the attention of the PMU whenever issues arise that may need the attention of the PMU.

2.2.4. The Consultant shall obtain the approval of the Ministry (Deliverable Review Committee) before administering the questionnaire for the need assessment survey.

2.3. Detailed tasks of the Consultant required to attend to.

2.3.1. The Consultant shall conduct a comprehensive socio-economic baseline survey to collect all the relevant data and the information and including all the relevant proof documents such as Income Certificates, Occupational Certificates, Marriage Certificates, Birth Certificates, Death Certificates, Certificate on Residence and Character, , Voter Registry Certificates, water / electricity bills and other relevant documents that are necessary for the preparation of the RAPs and for the preparation of structural loss inventories on the households to be resettled.

2.3.2. The Consultant shall prepare the inventories on structural losses when implementing the RAPs, according to the collected data from the survey in each site. The RAPs shall be prepared in English and approval of the Ministry and the AIIB, shall be obtained. Further, it shall be translated into Sinhala and Tamil languages.

2.3.3 The final data set of the survey and the results of the Statistical Package for Social Sciences (SPSS) analysis shall be handed over to the PMU along with output files and syntax used on the data analysis. The syntax shall enable the PMU to re-run the SPSS which is used in the preparation of RAPs. The Consultant shall provide final set of data, as detailed below. :-

2.3.3.1. All the raw data gathered through the survey, as a Comma Separated Values (CSV) file (soft copy).

2.3.3.2. A descriptive and inferential analysis of data collected by means of variate statistic, numeral outcome prediction (Soft copy)

2.3.3.3. Gathered Likert scale data and limited textual data

2.3.3.4. Grouped data (personal, financial, education social etc.)

2.3.3.5. Any additional data requested by PMU

2.3.4. The Consultant shall carry out a comprehensive program to make aware the key stakeholder including project affected persons households and other entities, persons with vulnerabilities including women's groups, community-based organizations, service-providing agencies, and non-governmental organizations of project related information and ensure their proactive engagement.

2.3.5. The Consultant shall collect both qualitative and quantitative information about all the households which is necessary to prepare the need assessments by using the participatory development approach and required tools.

2.3.6. The Consultant shall develop the need assessment reports, on the livelihood restoration on each household.

2.3.7. The Consultant shall develop a work plan along with the relevant cost plan as before described for implementing the activities relevant to the Community Mobilization, Capacity Improvement, and Livelihood development to be and/or already resettled households as such as Women empowerment, Entrepreneurship development, Financial management, marketing development, Supply chain enhancing, technical knowledge upgrading, attitude and behavioral changing of women, Children, Youth and elders training programmes and several activities by targeting to mitigate social issues and enhance life conditions with the special consideration on group of women, children, elders, youth and person with disabilities. Further, the consultant shall plan at least 630 programmes with a maximum of 50 participants.

2.3.8. The work plan and the cost plan shall be developed in two phases. The Phase I shall be 1 to 6, consisting of 2,310 households while the Phase II shall be 7 to 15, consisting of 2,010 households as mentioned in the Table 1, on the aforementioned resettlements, within the time limits, detailed under the item number 4. The work plan must consist of serial number, date, activity, brief description, targeted group, number of participants, expected outcomes and expertise to be involved in each and every activity along with the relevant cost, as before described.

2.3.9 The Consultant shall develop a Result Monitoring Framework to monitor the work plan and for progress reviving and evaluating feedback on the Project Affected People (PAP).

2.3.10. The Consultant shall carry out all the activities in the work plan according to the estimated budget. The Consultant shall provide refreshments, an allowance (as determined by the PMU) and training materials for the participants. The budget shall be inclusive of the refreshment cost, allowance cost and training material cost.

2.3.11. The Client will evaluate and monitor the progress of all activities by using the result monitoring framework.

2.3.12. The consultant shall submit activity reports to obtain the final approval of the Client and shall produce all the other relevant documents required, as proof, for any entitled payment.

3. Deliverable schedule.

3.1. The Consultant shall submit **deliverables** to the PMU according to the following agreed time periods.

SN	Deliverable	Time period (considered from the date of commencement, as mentioned in the Letter of Acceptance)
1	Inception Report for Socio Economic Survey, RAP Development	Within one month

SN	Deliverable	Time period (considered from the date of commencement, as mentioned in the Letter of Acceptance)
2	Inception Report for the preparation of need assessments on each and every household to Community Mobilization, Capacity Improvement and Livelihood Development	Within two months
3	Beneficiary information database.	2 - 10 months
4	Submission of RAPs consisting of Beneficiary files with the relevant sketches on each and every affected settlement, the respective completed survey questionnaires and all the other respective proof documents.	
4.1	RAP 1, RAP 2 and RAP 3	Within three months
4.2	RAP 4 and RAP 5	Within five months
4.3	RAP 6	Within eight months
4.4	RAP 7, RAP 8 and RAP 9.	Within nine months
4.5	RAP 10, RAP 11, RAP 12, RAP 13, RAP 14 and RAP 15.	Within twelve months
4.6	Gender Action Plan.	Within six months
5	Need Assessment Reports (4,320 numbers) - on each and every household	During seventh to eleventh month
6	Comprehensive work Plan on Community Mobilization, Capacity Improvement and Livelihood Development on each site, as detailed under the item 2.2.2.	Within seven months
7	Results Monitoring Framework on the Work plan	During eighth to twenty-second month
8.1	Monthly Activity Reports containing not less than 100 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item 2.3.8.	During ninth to twelfth month
8.2	Monthly Activity Reports containing not less than 130 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item 2.3.8.	During thirteenth to Seventeenth month.
8.3	Monthly Activity Reports containing not less than 125 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item 2.3.8.	During eighteenth to twenty-second month

SN	Deliverable	Time period (considered from the date of commencement, as mentioned in the Letter of Acceptance)
9	Stakeholder engagement plan	Within eight months
10.1	Monthly Activity Reports containing not less than 150 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item 2.3.8.	During twenty-fifth month to thirtieth month.
10.2	Monthly Activity Reports containing not less than 125 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item 2.3.8.	During thirty-first month to thirty-fifth month.
11	Completion Report on the assignment with respect to each and every deliverable, under this assigned consultancy.	By the thirty Sixth month

Note: All the due payments to the Consultant, shall be done in Sri Lankan Rupees only.

3.2. The Expected Minimum Deliverable requirements are listed below. Any innovative additional particulars, submission with listed deliverables, unlike any other, will set a strong advantage for getting selected.

SN	Deliverable	Contents of the report
1	Inception Report on Socio Economic Survey, RAP Development	<ol style="list-style-type: none"> 1. Introduction. 2. Methodology, approach and data collection tools to be used on the survey. 3. Time period required for the survey. 4. Sample questionnaire on the Socio-economic survey. 5. Summary of the RAP contents. 6. Contents of database. 7. Detailed work plan consisting of time allocations of each and every key expert with respect to each and every activity of the proposed assignment.

SN	Deliverable	Contents of the report
2	Inception Report on the preparation of need assessments on each and every household for Community Mobilization, Capacity Improvement and Livelihood Development	<ol style="list-style-type: none"> 1. Introduction. 2. Methodology, Particularity approach and Particularity data collection tools to be used on the need assessment survey. 3. Detailed work plan consisting of time allocations of each and every key expert with respect to each and every activity of the proposed assignment. 4. Contents on Household Need Assessments.
3	Beneficiary information database.	<ol style="list-style-type: none"> 1. Demographic data. 2. Particulars of expected losses as referred in the inventory that needed to be prepared. 3. Particulars of expected losses on livelihood. 4. Structural conditions of all the existing buildings or structures, to be affected with all physical and structural information of each and every such structure, separately, supported with the relevant sketches and photographs. 5. Legal ownerships of the existing properties to be affected with the respective ownership certificate, etc. to prove. 6. Relevant information with respect to the impact on the safety, livelihoods, present conveniences, if any, etc. detailing socio-economic profile of the existing occupants or residents of each and every household to be affected. 7. Methodology for calculating entitlements considering the eligibility of each and every household to be resettled. 8. Softcopy of all the information essential for the resettlement, as a data base.

SN	Deliverable	Contents of the report
4	Submission of RAPs consisting of Beneficiary files with the relevant sketches on each and every affected settlement, the respective completed survey questionnaires and all the other respective proof documents and gender action plan.	<ol style="list-style-type: none"> 1. Fully completed Socio-economic Survey questionnaires. 2. Occupational certificates, issued by Grama Niladhari 3. Marriage certificates. 4. Birth certificates, 5. Death certificates, if applicable. 6. Certificates on Residence and Character issued by the Grama Niladhari with respect to each and every household. 7. Respective voter registration certificates. 8. Water / electricity bills and other relevant documents that are necessary for the preparation of the RAPs and for the preparation of structural loss inventories on each and every household to be resettled.
4.1	RAP 1, RAP 2 and RAP 3	<ol style="list-style-type: none"> 1. Introduction 2. Socio-economic Profiles. 3. Consultation and information dissemination. 4. Legal and policy framework. 5. Determining Eligibility entitlements. 6. Grievance redress mechanism. 7. Income restoration strategies. 8. Institutional framework consisting of respective arrangements. 9. Scheduled Implementation plan. 10. Resettlement Budget. 11. Monitoring, evaluation and reporting.
4.2	RAP 4 and RAP 5	As same as above
4.3	RAP 6	As same as above
4.4	RAP 7, RAP 8 and RAP 9.	As same as above
4.5	RAP 10, RAP 11, RAP 12, RAP 13, RAP 14 and RAP 15.	As same as above

SN	Deliverable	Contents of the report
4.6	Gender Action Plan.	<ol style="list-style-type: none"> 1. Maternal health and nutrition. 2. HIV testing, prevention, counselling and care. 3. Gender-responsive especially with equitable education systems by opening equitable access for schooling, Science, Technology, Engineering and Mathematics (STEM) and digital skills for adolescent girls. 4. Harmful practices (child marriages and female genital mutilations) and violence against girls, boys and women 5. Equitable water, sanitation and hygienic systems, including facilities and services on menstrual health care. 6. Gender-responsive with equal social protection and care.
5	Need Assessment Reports (4,320 numbers) - on each and every household	<ol style="list-style-type: none"> 1. Introduction. 2. Demographic information. 3. Existing situation of each household with details of income and expenditure, wealth, resources and debit information, daily routine practices, etc. 4. Identified requirements. 5. New requirements including business plans for Livelihood developments. 6. PESTLE (Political, Economical, Social, Technological, Legal and Environmental) analysis. 7. Need Assessment Implementing Plan on each and every household. 8. Conclusions.
6	Comprehensive work Plan on Community Mobilization, Capacity Improvement and Livelihood Development on each site, as detailed under the item 2.2.2	<ol style="list-style-type: none"> 1. Introduction 2. Planned work. 3. Each activity of the plan, target groups 4. Number of participants per programme. 5. Dates and time durations. 6. Contents of the planned work of each and every activity. 7. Expected role of each key expert. 8. Allocated budget. 9. Outcomes expected. 10. Parameters for measuring outcomes.

SN	Deliverable	Contents of the report
7	Results Monitoring Framework on the Work plan	<ol style="list-style-type: none"> 1. Introduction. 2. Monitoring Farmwork (Monitoring method, monitoring indicators. description of each indicator, Frequency on measurement, responsibility, Cost) 3. Time periods on monitoring.
8.1	Monthly Activity Reports containing not less than 100 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item.	<ol style="list-style-type: none"> 1. Activity report on each and every activity. 2. Name of the activity. 3. Attendance registers on the participants and a group photograph. 4. Training material copies. 5. Summary of the activities done. 6. Budget expenditure with sufficient proof. Outcome.
8.2	Monthly Activity Reports containing not less than 130 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item	As same as above
8.3	Monthly Activity Reports containing not less than 125 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item	As same as above
9	Stakeholder engagement plan	<ol style="list-style-type: none"> 1. Introduction / Project Overview 2. Regulations and Requirements 3. List of stakeholders 4. Brief Summary on Previous Stakeholder Engagement Activities, if done 5. Stakeholder Identification and Analysis 6. Stakeholder Engagement Programme 7. Expected outcome of programmes. 8. Roles and Responsibilities of each and every Stakeholder. 9. Monitoring and Reporting

SN	Deliverable	Contents of the report
10.1	Monthly Activity Reports containing not less than 150 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item.	<ol style="list-style-type: none"> 1. Activity report on each and every activity. 2. Name of the activity. 3. Attendance registers on the participants and a group photograph. 4. Training material copies. 5. Summary of the activities done. 6. Budget expenditure with sufficient proof. 7. Outcome.
10.2	Monthly Activity Reports containing not less than 125 activities with the Results Achieved on Community Mobilization, Capacity Improvement and Livelihood development, as detailed in the item	<ol style="list-style-type: none"> 1. Activity report on each and every activity. 2. Name of the activity. 3. Attendance register on the participants and a group photograph. 4. Training material copies. 5. Summary of the activities done. 6. Budget expenditure with sufficient proof. 7. Outcome.
11	Completion Report on the assignment with respect to each and every deliverable, under this assigned consultancy.	<ol style="list-style-type: none"> 1. Introduction. 2. Work done. 3. Budget expenditure. 8. Results on the monitoring.

4. Working Arrangement

Party	Accountability
Ministry of Urban Development and Housing/ Project Management Unit of Support to Colombo Urban Regeneration Project (AIIB Funded)	The Executive Agency The Client
Urban Development Authority	The Implementing Agency
Consultant	Executing the Assignment
Asian Infrastructure Investment Bank	Source of funding for the consultancy

4.1 Roles and Responsibilities of the Key Stakeholders of the Assignment

- I) Ministry of Urban Development and Housing/ Project Management Unit of SCURP
- The Client
 - Overall monitoring of the assignment
 - Provide directives to the Consultant.
 - Appointing, convening and facilitating Deliverable Review Committee
Supervision of the assignment and providing guidance to the consultant to ensure effective completion of the assignment.

II) Urban Development Authority

- Assist the Consultant to link with the relevant stakeholders.

III) Deliverable Review Committee (DRC)

- Review the deliverables submitted by the Consultant, provide comments for improvement and recommend for making payments, basing on the key deliverable schedule mentioned under the item 3 of this document.

5. Time period.

The total time period for this proposed assignment is limited to 2 years and to the first phase, only. The proposed assignment is to be begun from the date mentioned in the relevant Letter of Acceptance, if and when issued, officially.

A second phase will be implemented subject to the approval of the Client following the consent of the Government of Sri Lanka, with not less than an additional Contract period of one year.

It shall not be a cause for any sort of a claim for the recovery of damages and the like, if the Phase II will not be allowed for the implementation.

The two phases are detailed under the item number 3, of this document.

6. Qualifications of the Consultancy Company and the Key Personnel

6.1) Eligibility of the consulting company

The consulting company must be legally registered/ recognized competent institution.

The consulting company shall have prior experience in baseline survey and livelihood development (preferably directly related to urban housing) related consultancy assignments during the last 10 years.

Required eligibility and minimum experiences are as follows;

- i. Lead consultancy firm shall be local, in the event of a Joint Venture.
- ii. Net Profit margin of three years out of last five years (2018-2022) should be positive.
- iii. At least 05 assignments inclusive of minimum of 01 baseline survey type of assignment and minimum of 01 livelihood development type of assignment (In case of a Joint Venture, at least one company shall meet this requirement) during the last 10 years, will be an added qualification.

- iv. At least one (01) assignment or two (02) assignments of the types mentioned in the item iii, shall have been done of not be less than a total value of US \$ 300,000.00, excluding direct taxes. For converting into US \$, the applicable exchange rate, as prevailed on the completion date of the respective assignments, shall be used.
- v. Minimum One (01) similar assignment conducted under Multilateral Development Banks (MDB) or International Financial Institutes (IFI)

The consulting team shall consist of experts with relevant knowledge and experience in a similar field with comparable assignments. Proposed key personnel on the assignment shall not be nominated for other parallel assignments anywhere else and required to be stationed in the consultant’s office, located in Colombo, for the active involvement in the requested consultancy period.

7. Key Staff Requirement

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
1.	Team Leader	1	24	12	Master degree or above in social sciences	<p>Excellent organizational and communication skills;</p> <p>Direct Experience in working with Land Acquisition / Resettlement related issues;</p> <p>Experience in working with Multi-lateral Development Bank (MDB) supported projects with a minimum of 10 years, experience.</p>	<p>Team coordination and monitoring overall fulfillment of tasks and handing over the requested documents within the given timeframe.</p> <p>Preparing, submitting and monitoring stakeholder engagement plan.</p> <p>Ensuring quality with quality control and professionalism on all assigned deliverables.</p>

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
1.	Team Leader (Continu- ed)					Development Bank) safeguards policies and procedures, knowledge is essential.	Chief Editor on all the Deliverables. Overall responsibility for timely submission of all the Deliverables. Assignment of duties to each and every team member for the preparation of all the deliverables. Preparing work plans on each and every Team member and monitoring on the same of each and every Team member. Submitting monthly performance reports on each and every Team member, to the Client.

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
2.	Resettle- ment Planning Expert	1	18 + 6, for post res- ettle- ment.	0	Master's degree in Social Sciences	<p>At least 10 years in development experience, including for intimating knowledge and on operational experience in applying MDB's resettlement policies and a good understanding in MDB safeguard requirements on investment planning.</p> <p>Experience in social and gender assessments including in institutional assessments for addressing gender concerns and developing strategies for women empowerment to avoid gender discriminations.</p>	<p>Identifying socio-economic issues and grievances of PAPs at current and at sites allocated for resettlement (pre resettlement).</p> <p>Developing strategies to overcome the socio-economic issues.</p> <p>Developing measurable indicators to measure the success of the implemented socio-economic development strategies.</p> <p>Identifying socio-economic issues and grievances of PAPs (post resettlement).</p>

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
2.	Resettle- ment Planning Expert (Continu- ed)					Experience in working in Sinhala, Tamil & English languages is preferred.	Develop a grievances redress mechanism. Develop a strategy to establish a Condominium Management Corporation (CMC) in line with the process mentioned in the Condominium Management Authority (CMA) guidelines. Address the gender concerns and develop strategies for women empowerment and avoid any gender discrimination.

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
3.	Livelihood and Business Development Specialist	1	16	8	Master's degree in Social Science or other related areas	<p>At least 10 years experience including on operational experience relating to urban communities.</p> <p>Experience in Livelihood / business/enterprises planning, and development is essential.</p> <p>Experience in working in Sinhala, Tamil & English languages is preferred.</p>	<p>Undertaking a need assessment for identifying livelihood opportunities for each and every resettled family and developing business plans on the respective livelihood activities.</p> <p>Identifying capital requirements and market opportunities on the productions of the resettled people by developing successful financial and marketing links.</p>

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
3.	Liveliho- od and Business Develo- pment Specialist (Continu- ed)						<p>Identifying capital requirements and opportunities and linking with formal financial institutes for obtaining microfinance programmes</p> <p>Address gender concerns and develop strategies for women empowerment and Capacity development in PAPs for respective business developments.</p> <p>Facilitating resettled families to formalize and develop their businesses.</p>

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
4.	Communi- ty Develop- ment Specialist	1	12	3	Master's degree in Social Science, Community Development, Urban Development or other related areas	At least 10 years experience including on operational experience relating to rural and urban communities. Experience in working in community development, settlement including for institutional arrangements, is essential. Experience in working in Sinhala, Tamil & English languages is preferred.	Developing a communication strategy and conduct awareness programmes for the PAPs on the resettlement process and grievances redressing mechanism, livelihood development, women empowerment, lifestyle adjustment in vertical living, etc. Identifying and implementing the relevant social mobilization strategies.

S / No.	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
4.	Communi- ty Develop- ment Specialist (Continu- ed						<p>Formation and strengthening Community Based Organizations by introducing all necessary legal frame works.</p> <p>Formulating, Implementing and Monitoring the Condominium Co-operation according to the Condominium Management Act.</p>

Note: Any other personnel /specialist who may be required to fulfill the scope and task shall be included for the proposed assignment, at Consultant's' opinion.

8. Non-key Staff Requirement.

S / No	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
01	Site Coordinator	15	12	3	BA degree in Social Science, Community Development, Urban Development or any other related subject	At least 04 years experience, including on operational experience relating to rural and urban communities. Experience in community development, resettlement including on institutional arrangements, is essential.	Coordinating with the Social Team of PMU on socio-economic baseline survey activities. Coordinating with the Social Team of PMU on livelihood need assessment survey activities. Ensuring community participation and implement workplan activities by coordinating with the Social Team of PMU. Following up living standards of Project Affected People (PAP) in pre and post relocation.

S / No	Position	No	Input Man Months on Phases		Academic Qualifications	Experience	Responsibilities (Minimum Requirements but not limited to those)
			I	II			
01	Site Coordinator (Contd.)						Formation and strengthening of community based organization (CBO) of PAPs Assisting Field level Grievance officer of the Grievance Redress Committee (GRC) (1st Tier)

Note: Secretarial support staff is expected to be involved throughout the period of assignment and assist teams relating to secretarial works like computer typing, report compilation and reproduction, photo copying, registry works etc. including any other works as directed by the Consultancy team during the proposed assignment period.

9. Reporting, Responsibility

The selected Consultant shall report to the Project Director of the PMU.

10. Condition of Service.

All information collected and documents created during the period of contract and carrying out this consultancy service, shall be the property of the Client. No such information / documents shall be disclosed by the Consultant, without explicit permission of the Client.

11. Further Information.

The Consultant is advised to refer to the following for any other resources that they may deemed fit.

- <https://www.aiib.org/en/projects/details/2019/approved/Sri-Lanka-Support-to-Colombo-Urban-Regeneration-Project.html>