

ARUNACHAL PRADESH URBAN POVERTY PROFILING AND STRATEGIC PLANS RULES, 2011

The Arunachal Pradesh Gazette No. 71, Vol. XVIII, EXTRAORDINARY PUBLISHED BY AUTHORITY Naharlagun, Wednesday, April 20, 2011 Chaitra, 30 1933 (Saka) DEPARTMENT OF URBAN DEVELOPMENT ARUNACHAL PRADESH CIVIL SECRETARIAT ITANAGAR NOTIFICATION The 13th April , 2011 No. DTP/MUN-27/2009-10.— In exercise of the powers conferred under section 446 of the Arunachal Pradesh Municipal Act, 2007 (Act No. 4 of 2008) the Governor of Arunachal Pradesh hereby makes the following rules for providing of the basic services to the Urban poor namely. (1) These Rules may be called hereafter as the Arunachal Pradesh Urban Poverty Short Title Extent. Profiling and Strategic Plan Rules, 2011. (2) They shall come into force all over the State of Arunachal Pradesh on the date the State Government, by notification in the Official Gazette appoints and shall supersede anything to the contrary contained in any municipal rules notified by the State Government under the Arunachal Pradesh Municipalities Act, 2007 (Act No. 4 of 2008). Uninhabited Areas which are being developed under a master plan/ development plan Exemptions. shall be governed under a different set of rules including change management of 2. 3. 4. population living in the vicinity of such areas. For the purposes of these rules Definitions. (a) 'Household' means a group of related or unrelated persons, sharing the same hearth and signifying a common interest in any dwelling unit. 'Household size' would mean the average number of persons in a single household, taken across the entire set of households. (b) 'Act' means the Arunachal Pradesh Municipalities Act of 2007 (Act No. 4 of 2008) (c) 'Rules' means Arunachal Pradesh Urban Poverty Profiling and Strategic Plan Rules of 2010. (d) 'Committee' would imply a subject committee on poverty and human development appointed under the Arunachal Pradesh Municipalities Act of 2007, and whose decisions shall be ratified by the Empowered Committee as per section 21 of the Act. (e) 'Municipal Poverty Profile' shall mean a document produced by the municipal council every one to two years (depending on as and how the Council passes a resolution on the same, also based on the incidence and alleviation of poverty, and which shall serve as the official statement of facts on poverty for the year/ years, and on whose basis any budgets would be earmarked. (f) 'Municipal Action Plan for Poverty Reduction' shall mean an action plan which shall be drawn up for a fixed perspective period, which may be a maximum of five years, and a minimum of two years. This plan would be developed by the municipal council under the aegis of the Committee, and would be endorsed by the Council through a resolution. (g) 'Project pipeline' shall mean a list of projects proposed to be taken up pursuant to their being included in the Municipal Action Plan for Poverty Reduction. Notwithstanding anything contained in the Arunachal Pradesh Municipalities Act, Commissioning preparation of 2007, or any rules made thereunder : (a) The Committee shall commission, at a regular interval as specified by the Council Municipal poverty through its resolution, the preparation of a municipal poverty profile for the cities/ towns. profile (b) The Empowered Committee, on the basis of the Committee, may appoint any official to oversee the preparation of the municipal poverty profile for and on behalf of the municipality 2 Commissioning of municipal poverty profile. Preparation of Municipal poverty profile. Review of Municipal poverty profile Procedures and acceptance of the municipal poverty profile. Municipal Action Plan. Contents of Municipal Action Plan. The Arunachal Pradesh Extraordinary Gazette, April 20, 2011 (c) The Empowered Committee, on the basis of the Committee, may appoint any agency or individuals for the preparation of the municipal poverty profile, as a service. [Provided that such appointment would be subject to the conditions of Annexure I of these Rules.] 5. Commissioning the profile (a) (b) (c) (d) The Municipal operation budget would make a discrete entry under the budgetary head pertaining to 'studies and research' for the preparation of the urban poverty profile. This head would remain non-lapsable for a period of two years, and re- appropriations can be made from any surpluses under any head at the discretion and approval of the Municipal Commissioner. The Empowered Committee may award, either by bid, or by nomination (in case a suitable bidder is not found), the task of preparing the municipal poverty profile to any party that matches the qualifications listed at Annexure I. The Committee would, through the official as appointed in line with Rule 4(b) as above, regularly monitor the progress and findings of the poverty profile. The Committee has the right to terminate the assignment in case the agency is not

performing satisfactorily. In such event, the Committee, would make a recommendation to the Empowered Committee to cancel the engagement and take fresh steps to assign a new agency. 6. 7. 8. 9

10. Consultations during the preparation of municipal poverty profile.(a) During the preparation of the municipal poverty profile, the agency appointed would require holding extensive consultations with the underserved segments of the city's populace. In order to facilitate this, the Committee, would direct the concerned ward committee to organize a public meeting in line with the proposed rules on participation of elected representatives in city planning function. Such a consultation would be funded out of municipal expenses, and would cover, at least : (i) Statement concerning the findings on the seven point charter and other parameters as indicated at Annexure. (ii) Emergent issues at hand. (iii) Technical and regulatory framework, including legislative limits. (iv) Prioritisation of issues. (b) A report of the Consultation would be prepared by the Agency commissioned to create the municipal poverty profile, which would be signed by the Councillor and Chairperson of the Ward Committee and be freely available to the public at large. The Committee would review the results and inferences drawn from the data gathered by the Agency commissioned to prepare the municipal poverty profile, and may appoint any specialist consultant to vet the findings. Procedure of acceptance of the municipal poverty profile. (a) The Committee may deliberate within itself, and based on the inputs of any specialist consultant (as regards the robustness and integrity of the data and analysis made), would place the draft profile before the Municipal Council for acceptance. (b) The Council may endorse the same after necessary debate, passing a resolution, modifying/rejecting and accepting of the poverty profile. Once a municipal poverty profile is accepted, the Committee would forward the matter to the Empowered Committee, who may take up the preparation of a municipal action plan for poverty reduction, either through the same agency which prepared the municipal poverty profile or the specialist consultant. The Municipal Action Plan for Poverty Reduction would essentially be expected to cover the following: Are under review Output Baseline incidence rate of urban Review of Indicators for poverty as used in municipal poverty profile poverty, to target rate of incidence of poverty Regulatory framework Fiscal framework Technical framework Institutional framework and any new indicators that may be deemed necessary Review of all statutory plans and policies and recommendations to change the same Review of all budgetary sources available, and re-working of the same including possible sources for funding. The agency may also assist the urban local body for making cases for enhanced grants Review of infrastructure and development of project pipeline Organisational review of community based/ area based structures, identifying shortfalls and suggesting means to improve the same The Arunachal Pradesh Extraordinary Gazette, April 20, 2011 11. Internal acceptance of the draft municipal action plan for poverty reduction. (a) The draft action plan for poverty reduction would be circulated to all Ward Committees, Subject Committee soliciting their comments, objections and suggestions, on the same. [This would require being done in a time bound manner, around 15 — 30 days. In case any Committee or individual fails to respond during the stipulated timeframe, it will be understood that such Committee/ individuals accepts the draft plan in its present shape and form]. (b) The Empowered Committee, based on the feedback received on the municipal action plan for poverty, would nominate the heads of the technical sections/ their subordinates to identify conflicting suggestions, and take a view on which of the conflicting to adopt. Once this exercise has been done, the consolidated list of comments, objections and suggestions would be sent back to the Agency for incorporation into the municipal action plan for poverty reduction

12. Public scrutiny of municipal action plan for poverty (a) Once the agency incorporates the suggestions provided by the empowered Committee, the same may after having such incorporation cross checked internally, notify the plan for public scrutiny for a period of no less than 30 days. During this time, the public at large may offer comments, objections and suggestion, except those that have already offered their comments, objections and suggestions in rule 11 (a) as above. [The method for public scrutiny shall be similar to the one prescribed in the Arunachal Pradesh Urban and Country Planning Act, 2007. Further, in addition, the draft document shall also be hosted on the Internet as well as circulated on any public forum. The copyright of the document shall be such that as long as the name of the concerned Municipality and the Agency that has prepared the document are acknowledged, the same may be used for any non statutory purpose). [As in the case of the scrutiny by Ward and Subject Committees, failure to respond shall be construed as acceptance of the same]. (b) After the lapse of the scrutiny window, the Empowered Committee shall collect all comments, objections and suggestions as received and re-convene the group comprising the heads of the technical sections/their subordinates to

identify conflicting suggestions, and take a view on which of the conflicting comments, suggestions or objections to adopt

13. The Empowered Committee may, after compiling all comments, objections and suggestions, send the consolidated version of the same to the agency for incorporation

14. The Agency would submit, in a timeframe of two weeks, the finalized municipal action plan for poverty reduction

15. The final plan would at last be tabled before the Council, along with an executive Council and a list of projects to be taken up during the perspective period.

The Council may approve the same by passing a resolution. Following the same, there would be the following three line of approach (a) Revision of the statutory development plans, if warranted for any land use change. (b) Revision of budgets for re-sequencing of projects. (c) Revision of ward level plans for execution of works. Sd/- Secretary, I. 3 Acceptance of draft Municipal Action Plan. Scrutiny of Municipal action Plan. Compiling of Municipal Action Plan. Submission of final Municipal Action Plan. Approval of Municipal Action Plan. Department of Urban Development & Town Planning, Government of Arunachal Pradesh, Itanagar. ANNEXURE-I INDICATIVE METHODOLOGY FOR PREPARATION OF MUNICIPAL POVERTY PROFILE AND MUNICIPAL POVERTY REDUCTION STRATEGY The task of City Poverty Profiles shall entail the following stages :- (a) Collection of data pertaining to urban poor : On a map of the city indicating settlements, the location of underserved families is delineated by way of areas. [Note : The term 'underserved' would imply any household that is unable to access the bare minimum levels of services that is assured by the State of Arunachal Pradesh to any household capable of paying usercharges, and are considered acceptable levels of service. The inability to 4 The Arunachal Pradesh Extraordinary Gazette, April 20, 2011 access may either be due to inability to afford the same, or because of any external environment factor that makes cost of access substantially higher than normal Alternatively , a workable baseline would include the common pool between (a) households classified as Below Poverty Line as per NSS ratings, 61st round, and (b) beneficiaries identified through the consumption parameters identified under the Swarna Jayanti Shree Muktiksha Yojna.] (b) Collection of data (household survey) with respect to a reasonably representative sample of identified households with respect to the following parameters (i) Secure, substantive and assured tenure of land, that can be owned, mortgaged, pledged and passed down on hereditary basis. (ii) Access to affordable and accepted standards of housing, through ownership. (iii) Access to clean and safe drinking water within reasonable distance at equitable/affordable cost. (iv) Access to sanitation - by way of pour flush latrines, either owned or shared, with no instance of open defecation or windows of systemic unavailability. (v) Access to primary healthcare - immunization, reproductive and child health, regular epidemiological control, first aid and referral facilities with follow-up. (vi) Access to Primary and Secondary Education - all minors under the age of 14 enrolled in school, individuals between the age of 14-21 having access to secondary education/professional training. (vii) Access to Social Security Resources -Micro Finance, credit records, access to institutionalized credit, borrowings and repayment records, insurance and other vulnerability risk underwriting scheme coverage. (viii) Livelihoods capable of generating ability to pay for services and savings after expenses incurred on food, housing an other expenses. (ix) Household amenities/asset ownership (asset base can be derived either from SJSRY guidelines or modified as per local asset ownership patterns prevalent in Arunachal Pradesh). (x) Presence of vulnerable members aged persons (above 60), women headed households, disabled, widows, chronically ill individuals, SC/ST/OBC (in case the particular group is stated to be minority within the population at large within the city). (xi) Wealth and consumption base : In the case of wealth base, propensity of a household to invest into securities including land/real estate/stocks and other form of speculative instruments. In case of consumption base, propensity of a household to move from one qualitative benchmark to a higher one for any particular commodity/commodities. (xii) (xiii) (xiv) (xv) (xvi) Notes . Mobility : Ability/requirement to move from one location to another in order to sustain livelihoods [time spent/cost incurred in local travel/propensity to shift base in order to sustain livelihood]. Social cohesion and peerage : Prevalence of community base organizations, degree of involvement, dependence for social security and assertion of rights. Political equity : Voting rights, representations in local/State/National Government, prevalence of officials dedicated to ward/mohalla/settlement pocket. Gender equity : Propensity of women/girls to access services at same propensity/instances as men and boys. Growth equity : Livelihood of next filial generation being able to move out of poverty cycle by way

of propensity to earn productive value added livelihoods and pay for services. Parameter xvi is a secondary parameter an need not be obtained through survey, but calculated 2. 3. 4. using the order Parameter to reach a general understanding of the rate and ability of an underserved ability to move out of the proved}' trap, with respect to all supplementary support (by way of infrastructure, senzices and opportunity provided to it under any State private schemes). Each of the above sets shall be downsampled into a list of survey parameters, which shall be collected through surveys of representative sample. Usually , in case pre-sampling (the practice of collecting data from one or buo analogous samples in different geographical locations), does not show great difference, a sample size of 5% to 8% is considered adequate. The survey formats for city poverty profiles shall be as per the format developed at the Yeshwantrao Chavan Academy of Development Administration, Pune, and the all All India Institute of Local Self Government, Mumbai, with assistance from a UNDP assisted project 'National Strategy for the Urban Poor' during 2006-07 with required modifications by the Government of Arunachal Pradesh. The survey parameters themselves shall be graded in different scales as under :- Housing condition* : Structural Condition No. of habitable rooms Adult persons per room Kitchen Toilet Kutchha-0 Semi Pucca -1 Pucca -2 Less than 2 - 0, Equal to 2-1, More than 2-2 More than 2-0, Equal to 2 - 1, Equal to 1 -2 No kitchen - 0, Shared kitchen - 1, Owned kitchen -2 No toilet - 0, Shared toilet -1 , Owned toilet - 2 indicative, can be further resolved, as per survey requirment, which may be developed in association with officials of the Directorate of Town Planning and Urban Local Bodies, Directorate of Urban Development, Directorate of Housing, Directorate of Relief and Rehabilitation and Disaster Management, Civil Society Groups, Consultant if any (including those appointed for urban reforms) and other representatives of public at large. The Arunachal Pradesh Extraordinary Gazette, April 20, 2011 5 5. 6. 7

8. Aqualifying score for each of the parameters shall be pre-set, based on the optimal standards that shall be offered by the State Government after taking into consideration the projects that are already sanctioned/ likely to be sanctioned under JNNURM.Based on the survey, urban poor settlements in a town shall be graded into three categories of priority : (a) Critical: Settlement pockets needing immediate attention in over 50% of the parameters mentioned in under Sl. No. 1 (b) above, based on scores obtained (the score in over 50% of the parameters falls below the qualifying score). (b) Moderate : Settlement pockets needing immediate attention in between 30% and 50% of the parameters mentioned in Sl. No. 1 (b) above, based on scores obtained (the score in between 30% and 50% of the parameters falls below the qualifying score). (c) Law: Settlement pockets needing immediate attention in less than 30% of the parameters mentioned in Sl. No. 1 (b), based on scores obtained (the score in less than 30% of the parameters falls below the qualifying score). The scores against citizen perception of needs and wants of inhabitants of the settlements shall be verified. For example, a particular settlement shall be classified as critical keeping in view parameters under i through iv of Sl. No. 1 (b) above, but the perception survey indicating that more importance is placed on parameters vii and viii by the inhabitants of the settlement. Such exceptions and aberrations required before a poverty reduction strategy is prepared shall be adequately documented. City poverty profile shall comprise of the following sections . (a) Overview of the city, including a map of settlements, plan boundaries (municipal limits, proposed urbanisable area boundary and plan limits/control area boundary), population, topography, climate and other physiographic parameters. (b) Economic, social (ethnological) and geopolitical environment. (c) Service levels defined and mapped to all settlements - this section shall also define the levels of service that are assured by the State Government of Arunachal Pradesh after taking into consideration the enhanced capacity of systems developed through assistance under JNNURM/other Central/State/ External Aid sector schemes. At the end of the exercise, a map indicating the following shall be generated. (d) (f) (g) (0) (i) Settlements (areas) already receiveing equal or excess of the assured levels of services. (ii) Areas which will receive desired levels of services upon completion of projects which have already been commissioned. (iii) Areas which are receiving less than desired levels of service but no project has been envisaged for them at present. (iv) Areas which are receiving less than desired levels of service but no project can be envisaged for them due to land ownership/regulatory issues. Underserved households (see note under Sl. No. 1 (a) and under Sl. No. 8(c) above, mapped as areas and not points. Results and classifications of pre-sampling, in order to define sample size and quality and to establish qualifying scores for each of the survey parameters as indicated in para 16. At this point it shall also be decided as to how to allow the perception survey weightage supersede the household survey weightage. Abstracts of surveys carried out in selected

settlements commensurate with the designated sample size and quality, unweighted. Abstracts of surveys carried out in selected settlements commensurate with the designated sample size and quality, weighted and scored. Additional information from perception surveys that supersedes the weighted scores from each of the underserved settlements. Listing of underserved settlements prioritized according to (i) perception survey (ii) household survey, weighted. Key findings from commonalities and patterns observed in the surveys and policy directions for development keeping in view the needs, wants and aspirations of underserved communities

9. The above shall be supplemented by an urban poverty reduction strategy for the city, which would take into account.(a) Finding from the urban poverty profile of the city. (b) The proposed development plan of the city as a tool for facilitating poverty reduction

10. From Sl.No. 8(b), (c), (g) and (j) above, the precise nature and scope of poverty shall be captured with respect to the city in the following areas. The same shall be analyzed and recommendations provided thereagainst. Area of intervention What the poverty profile should provide Housing and land tenure Quantum and nature of land and serviced housing stock required, ability to pay and subsidy required, including stocks that need and to be created through relocation. What the poverty reduction strategy should provide Housing projects that can/ should be taken up and in what manner of spatial distribution. What to keep in mind while making the poverty reduction strategy Whether reconfigurative arrangements such as double or three storey units would be acceptable in order to better arrange and provide for services. 6 1 Basic services- water, sanitation, communication and mobility. Basic services - The Arunachal Pradesh Extraordinary Gazette, April 20, 2 3 Issues related to quantitative and qualitative shortfall. In case settlement Morpho- tive and qualitative shortfall. logy is acceptable/workable, Issues related to quantitative healthcare, education tive qualitative shortfall and social security. Livelihoods and Current spectrum, economic opportunity income generations and Social, gender and political equity growth prospects of trades/occupations practiced by underserved communities Prevalent customs, traditions (historical or otherwise) that reduce the degree of advantages available to certain groups within underserved communities, such as people from any ethnic group, women, disabled etc. projects needed to augment water, sanitation, communication and mobility to assured standards of the State. Product and service concepts that need to be developed further in consultation with stakeholders, as well as from potential service/product providers including from within the urban poor themselves. In relation to emerging markets, what trades and occupations would be required to meet inflation brought about by general increase in Purchase Power Parity ; what skillsets would be required to pursue the same, and what facilitation Regulatory framework and amalgamation with customary (Schedule VI) legislation that allows removal of such disadvantages/ disparities , This may be further reflected in products, services and schemes under basic services that may offer affirmative action (positive reservation) to disadvantaged groups in line with appropriate orders issued by the Government of India/ State Government from time to time 2011 4 What kind of subsidy structure in terms of capital, operations and maintenance should be placed so as to (i) not make the services inaccessible to the household, and (ii) to prevent the household from being perpetually dependent on subsidy. What kind of subsidy structure in terms of capital operations and maintenance should be placed so as to (i) not make the services inaccessible to the household, and (ii) to prevent the household from being perpetually dependent on subsidy, and (iii) to make reasonable growth (profit/net turnover increase) oriented structures beyond government establishment such as through PPP/ PPCP arrangements. The trades and occupations may need to be seen in the overall context of the economic opportunity in the State and may therefore entail analysis of high growth emergent urban sectors (Manufacturing marketing/ IT/ITeS, R and D, finance etc.) and assess their multipliers with respect to underserved Communities needs for IT skills, communication skills, small entrepreneur and business development skills etc. should be offered by the State to increase such opportunity There may be regulatory issues with respect to voting rights, ability to contest in elections and other affirmative action law already in place, which need to be carefully studied before any recommendations are made to this effect. The Arunachal Pradesh Extraordinary Gazette, April 20, 2011 7 In case the above so warrants, the State Legislature shall adopt recommendations from the same 11. in order to (a) Authorize studies for changes to development plans (b) Authorise earmarking of available funds/raise capital from markets to carry out projects in line with the recommendations and ratified by the statutory development plan. (c) Constitute structures or empower existing structures to periodically review and follow up on the progress of poverty reduction, including re-commission,

preparation of poverty profiles for a city after every two or three years, appending fresh data and samples ,

(d) Authorise revision of poverty reduction strategy for the town/city.

INDICATIVE TERMS OF REFERENCE FOR ENGAGEMENT OF INDIVIDUAL OR AGENCY

1.0 METHODOLOGY

1.1 The Government of India is implementing the Jawaharlal Nehru National Urban Renewal Mission with an objective to promote planned, balanced and inclusive urban development, with emphasis on .

(a) Creation of high quality infrastructure with ownership of Urban Local Bodies (ULBs), local Governments and public-at-large with regards to operations, sustainability and management thereof ;

(b) Encouraging ULBs and local Governments to undertake reforms in terms of administration, governance, taxation, transparency and accountability to improve their ability to generate and manage large quantities of revenue and capital.

(c) Creation and deployment of mechanisms to include the urban poor in decision making, ensuring the delivery of basic services, security of tenure, health, education and social security, and facilitating opportunities for livelihoods (through other Central/State sponsored schemes).

1.2 The Mission is being administered by two Ministries through two sets of sub-Missions, indicated as below :-

Ministry of Urban Development Sub-Mission I Sub-Mission III : Sub-Mission 11 • Ministry of Housing and Urban Poverty Alleviation Sub-Mission IV • Urban Infrastructure and Governance Urban Infrastructure Development Scheme in small and Medium Towns Basic Services to the Urban Poor Integrated Housing and Slum Development Programme

1.3 Sub-Missions I and 11 are limited to a set of 63 identified cities, while sub-Missions III and IV apply to all other cities and towns (as per Census of India) within the Union of India.

1.4 Insofar as the sub-Missions 11 and IV are concerned, the Government of India has repeatedly insisted on systems of information management being put into place to quantify the nature and extent of urban poverty. Both sub-Missions insist on setting baselines and benchmarks with respect to the ' 7-point charted, a bouquet of services and privileges that are meant to be assured to every urban poor household. These include .

(a) Security of Tenure (b) Affordable Housing (c) Access to safe Water Supply (d) Access to effective and clean Sanitation (e) Access to Health Care (f) Access to Education (g) Access to social security resources - micro insurance, finance/credit/securitizations and other instruments for vulnerable groups.

1.5 The above has also been highlighted in the Reform Agreements signed between the States and the Government of India.

1.6 It is further understood that a portion of the Central Assistance, around 1% of the total allocation of 50,000 crore will be earmarked for :

(a) Fees and professional charges for services availed of, e.g. Consultants for preparation of detailed project report, City Development Plans. (b) Capacity building activities, including holding of workshops, training sessions, activities under Peer Experience And Reflective Learning (PEARL), National Programme on Capacity Building for Poverty Reduction, City Managers Forum, Mayors' Forum, Researchers' Colloquium on Urban Poverty etc. (c) Preparation of supplementary reports/studies/baseline surveys, not already included as part of costs of any particular project.

1.7 Now, it has been directed by the Central Government to commence the preparation of the following documents with respect to sub-Missions 11 and IV :-

(a) City Poverty Profiles (b) State Urban Poverty Profile (c) Urban Poverty Reduction Strategies

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1.8 It is understood that the above are meant to provide qualitative and quantitative insights into the nature and extent Of urban poverty prevalent in the State of Arunachal Pradesh or any State, which is directed to prepare the same.

1.9 It is further understood that the City Poverty Profiles would serve as a base for preparing the State Urban Poverty Profile, and that Urban Poverty Reduction Strategies would have to be made at both city as well as State Levels.

1.10 The State of Arunachal Pradesh has a total of 26 urban centers including 17 census towns as per Census of India, 2001. From these, the town of Itanagar, covered under sub-Missions I and 11 is proposed to be taken up in the instant proposal. The Directorate of Town Planning and Urban Local Bodies under Department of Urban Development, which is both the State Level Nodal Agency as well as the nodal Department of the State with respect to JnNURM will be the Client for this work, and hence referred to as the Client hereafter.

2.0 PROPOSED SCOPE OF WORK

2.1 The proposed scope of work can be broadly classified under the following two phases .

Phase I : Phase 11 Preparation of the Poverty Profile of Itanagar, based on a system of indicators developed in accordance with the seven-point charter, and the categories of parameters suggested in our approach for improved understanding of urban poverty. Preparation of poverty reduction strategy for Itanagar based on the findings from phase I, and acceptance of the results thereof.

3.0 DELIVERABLES, ACTIVITIES AND RELATED TIMELINES

3.1 The following table summarises the deliverables and the proposed time line for phase I :

Sl. No.	Deliverable/activity	Indicative time frame
(a)	Listing of indicators	

on 1. the seven point charter plus the additional parameters suggested (b) Design of survey Draft Ten working days from the period from commencement A meeting would be held between the Consultant representatives, the Client and Civil Society representatives, to understand the indicators as suggested and how these would help in overall understanding of the urban poverty scenario in Itanagar. The comments, objections and observations raised in this meeting would be incorporated in the final outputs Two weeks from finalizing of the indicators Final Seven working days from issue of the minutes of the meeting. Three days after receiving approval from the Client. 2. 3. 4. 5. 6. 7. 8. 9. 10. 11. sample and deployment Survey questionnaire Selection of a survey partner for the assignment Conduct of a pre-survey meeting Conduct of actual survey Initial hurdles resolution meeting Survey progress review meeting Survey closure meeting Grouping, categorization and rationalisation of collected survey formats Entry of data into computerized formats Analysis of data and preliminary results This activity would start as soon as the assignment is awarded to us and would be complete at the same time as when the survey questionnaire is approved Within five working days of approval of the survey formats Four weeks from conduct of survey workshop One week after commencement of survey Two weeks after commencement of survey Two days after completion of surveys Ten working days after survey closure meeting Three weeks after grouping, categorization and rationalization of survey formats Two weeks after completion of data Five working days after acceptance of preliminary entry results The Arunachal Pradesh Extraordinary Gazette, April 20, 2011 9 Sl. No. Deliverable/activity Preparation of final poverty profile report Draft Indicative time frame Final 12. A meeting would be held between the Consultant representatives, the Client and Civil Society representatives to brief the same about preliminary results. The comments objections and observations raised in this meeting would be incorporated in the final output. Ten working days after providing Five working days after preliminary results (post comments) providing the draft poverty profile 3.2 The following table summarises the deliverables and the proposed time line for phase 11 : Sl. No. Deliverable/activity (a) Listing of issues to be addressed in the poverty reduction strategy (b) SWOT analysis of the Indicative time frame 2. 3. 4. poverty situation Approach and strategy for poverty reduction Listing of projects and log frame for poverty reduction action plan Final report for poverty reduction strategy Draft Two weeks after submission of the poverty profile A meeting would be held between the Consultant representatives, the Client and Civil Society representatives to discuss and build consensus on the issues and SWOT panameters. The comments, objections and observations raised in this meeting would be incorporated in the final outputs. One week after the acceptance of the issues and SWOT parameters Two weeks after acceptance of approach and strategy One week from the receipt of acceptance of the Client of project listing and log frame Final One week from issue of the meeting. One week after preparation of draft and comment of the Client on the same Five working days after comments of the Client on the same One week after comments of the client on the same Published and printed by Directorate of Printing—176/2011-DoP-250+ Secy (UD)-100-5-2011. Published and printed by Directorate of Printing—420/2011-Director (Town Planning)-200-10-2011.