



# Social Monitoring Report

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## **PUBLIC**

Semestral Report: February 2023 - July 2023  
July 2024

## India: Assam Skill University Project

Prepared by Skill, Employment and Entrepreneurship Department (SEED) Government of Assam for the Asian Development Bank (ADB).

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**Asian Development Bank**

# **Semi-Annual Social Monitoring Report (SSMR)**

SFG Log 6190

**Executing Agency: Skill, Employment and Entrepreneurship Department (SEED)  
Government of Assam**

**IND: Assam Skill University Project, Loan No.:4166 IND, Project Number:53277 - 002**

**Reporting Period February, 2023 - July, 2023**



**Asian Development Bank**

## **ABBREVIATIONS**

ASU	: Assam Skill University
SEED	: Skill, Employment and Entrepreneurship Department
GoA	: Government of Assam
ADB	: Asian Development Bank
NSQF	: National Skills Qualification Framework
TVET	: Technical and Vocational Education and Training
R&D	: Research and Development
EA	: Executing Agency
IA	: Implementing Agency
ASDM	: Assam Skill Development Mission
PMU	: Project Management Unit
IPP	: Indigenous People's Plan
ASUP	: Assam Skill University Project
SPS	: Safeguard Policy Statement
IP	: Indigenous People
IR	: Involuntary Resettlement
GRM	: Grievance Redress Mechanism
PSC	: Project Steering Committee
PD	: Project Director
CSQA	: Construction Supervision and Quality Assurance
PMC	: Project Management Consultant
Gol	: Government of India

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## 1. Introduction

The project will assist the Government of Assam in strengthening its skills education and training system to ensure decent employment for all and accelerate sustainable and inclusive infrastructure and industrial development. It will create pathways for skills progression and mobility between technical and vocational education and training (TVET) and higher education through the establishment of a skill university, and will raise skill levels to enhance the productivity and competitiveness of industries in Assam. The project will enhance skills and employability of youth and adults, especially women and those from disadvantaged groups, and improve their prospect of getting higher-paying, decent jobs. The project will form part of the strategic engagement of the Asian Development Bank (ADB) with the Government of Assam for economic corridor development, environmental sustainability, and climate change.

The project is aligned with the following impacts: decent employment for all ensured and inclusive of sustainable infrastructure and industrial development accelerated. The project will have the following outcome: industry-aligned and flexible skills education and training system strengthened in Assam. The project will have five outputs.

**Output 1: University management and operating systems, business models, and faculty development and management systems developed.** For sustainable operation of ASU, the project will support the development of ASU's (i) management and operating systems; (ii) leadership and management skills; (iii) student service systems and programs; (iv) business and financial models for skills education and training programs, applied R&D, and other services; (v) faculty recruitment, professional development, and performance appraisal and incentive systems; and (vi) digital campus platform, including systems for building and facility management; teaching and learning management; labor market intelligence; technology-enabled learning (e.g., simulation, augmented reality, and virtual reality); and online education. A framework of credits and pathways for skills education and training programs, including the recognition of prior learning, will be developed. Strategies to recruit, support, and retain female students, faculty, and staff, as well as those from disadvantaged groups, will also be prepared.

**Output 2: Environmentally sustainable and climate-resilient university campus and facilities developed.** The project will support the design and construction of environmentally sustainable and climate-resilient ASU campus and facilities equipped

with state-of-the-art technologies. ASU campus and facilities will comply with green building standards and adopt energy- and water-saving systems and climate adaptation measures. A sustainable campus and facility management strategy will be developed to reduce emissions and enhance energy efficiency. Features to address the needs of females and disadvantaged groups will be incorporated in the design of the ASU campus and facilities. The campus will open in 2024.

**Output 3: Industry-aligned and flexible skills education and training programs designed and delivered.** The project will support, in collaboration with internationally and nationally renowned institutions and industries, the establishment of skills education and training programs at NSQF level 4 and above (certificate, diploma, advance diploma, bachelor of vocation degree, post-graduate diploma, master of vocation degree, and doctor of philosophy degree) at ASU for dropouts and graduates from senior secondary education, ITIs, polytechnics, engineering colleges, and universities, as well as professionals and working age population. These programs will integrate modules on environmental sustainability and climate change, and entrepreneurship. The delivery of skills education and training programs will start in 2023, ahead of the ASU campus opening, using online and off-campus modalities. The project will also support the development of (i) career development programs and services, including those for female students and those from disadvantaged backgrounds; (ii) programs to develop soft skills such as communication and collaboration, and foreign language skills; and (iii) continuing education programs, including micro and alternative credential programs and customized programs for industry partners.

**Output 4: Capacity to manage and support entrepreneurship, applied research and development, and technology transfer developed.** The project will support the establishment of a faculty of entrepreneurship and innovation, which will (i) develop and manage networks of industry partners, alumni, business support, and funding organizations through an office of industry engagement and commercial ventures; (ii) provide support for the other faculties to deliver entrepreneurship education and support; (iii) manage incubator facilities and programs; manage joint and contract R&D, consultancy, and technology transfer for industry partners; and (v) provide support for the other faculties to develop, manage, and operate R&D facilities. A digital platform for entrepreneurship education and support, applied R&D projects, and technology transfer

will be developed. Feasibility studies for the establishment of industry- specific technology services, R&D, testing, and certification facilities in collaboration with industry and other institutions to promote digital and green transformation will also be supported.

**Output 5: Access to professional development and quality skills education and training resources improved.** Drawing on the systems, resources, and networks developed across different faculties at ASU, the project will support ASU to establish itself as a hub for (i) professional development and quality skills education and training resources for trainers and faculty of ITIs and polytechnics, and (ii) partnerships with TVET and higher education institutions in neighboring countries (e.g., Bangladesh, Bhutan, and Nepal). The project will support the establishment of a faculty of curriculum and faculty development, which will (i) conduct research on instruction, training, curricula, and assessment; (ii) support the professional development of ASU's faculty and staff; (iii) deliver pre- and in-service training programs for trainers and faculty of ITIs and polytechnics; and (iv) disseminate state-of-the-art curricula, instructional and assessment strategies and approaches, and training materials. A digital platform to manage professional development of trainers and faculty of ITIs and polytechnics will be developed. Further, the project will assist ASU in forming partnerships with TVET and higher education institutions in neighboring countries and developing skills education and training programs for common strategic industries, leveraging ASU's locational advantage at the center of various regional cooperation programs. The Skill, Employment and Entrepreneurship Department (SEED) of the Government of Assam (GoA) will be the executing agency (EA) and Assam Skill Development Mission (ASDM) will be the implementing agency (IA) of the project. ASDM has established a project management unit (PMU) to carry out day-to-day project management activities.

**A. Civil works packages:**

Proposed civil work will be undertaken in ASUP for two packages which includes: (i) Land preparation and construction of boundary wall; (ii) Detailed design and construction of ASU campus and allied facilities.

**B. Objective of Semi-annual Monitoring**

The general objective of this Semi-annual Monitoring Report is to present the progress on safeguard measures and implementation in the project for the period February 2023-July 2023.



## 2. Description of Project Area:

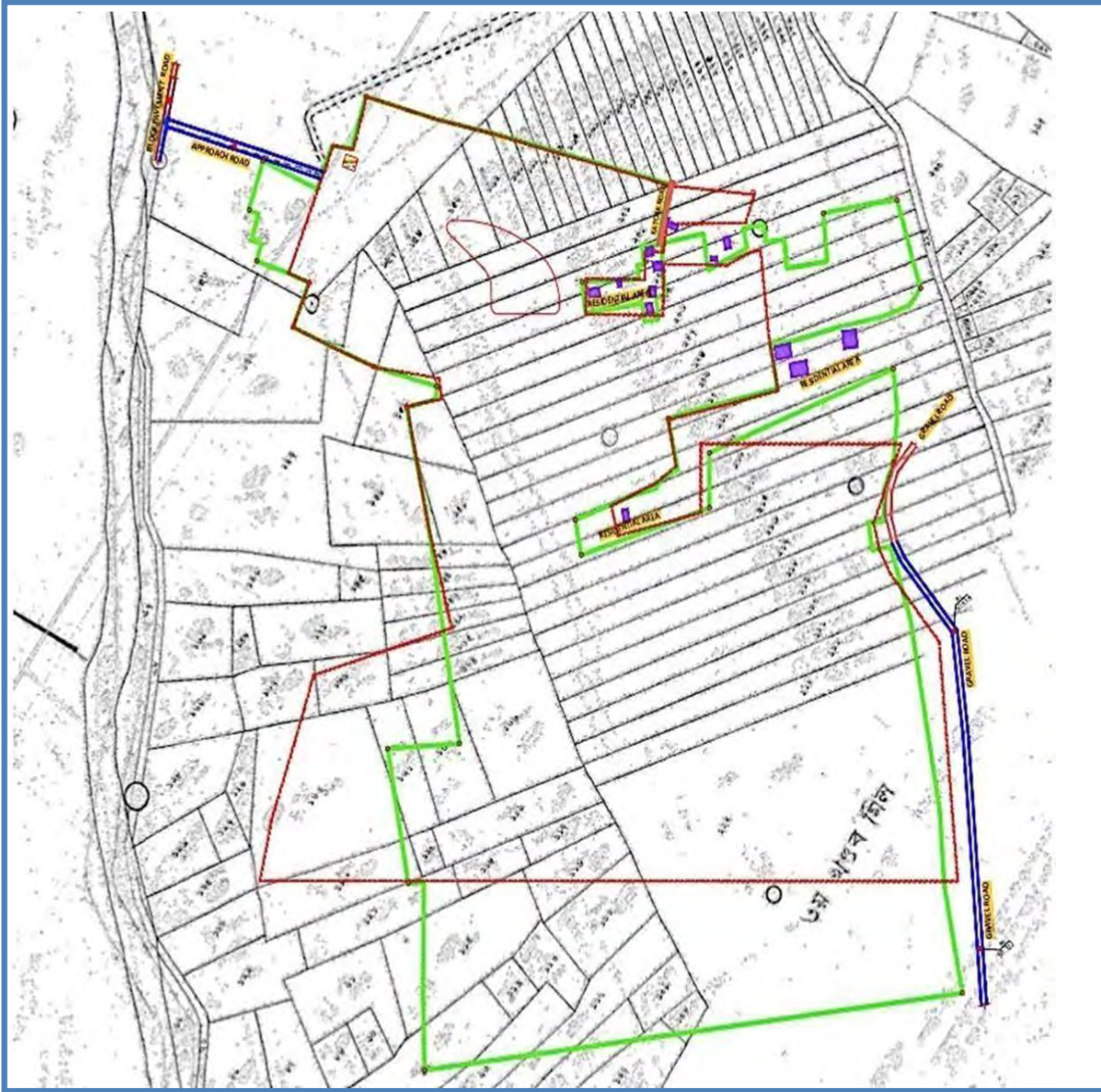


Figure-1 The location of the project is depicted in figure - 1

The proposed ASU site is located in Gerimari Chapori village under Mangaldai Sub-division in Darrang district of Assam. It is located about 74 kilometers east of Guwahati, and falling within 25 kilometers of National Highway 27 connecting Guwahati with other major cities in Assam.

ASUP will require a total land area of 250 Bighas for construction of proposed Skill University campus. Out of the total available land area, 250 Bighas has been allotted by Assam Skill Development Mission (ASDM) for development of the mentioned campus. The mentioned land parcel belongs to Government of Assam and it has been transferred in favor of Assam Skill University, Assam Skill Development Mission. Documents related to the land area of the project (i.e., land allotment Letter, land handing over certificate, land possession certificate and government order for demarcation of land in favor of Assam Skill University) have been given in the SSMR for the reporting period of February 2022 to July 2022).

Figure 2: The project area superimposed of the revenue map with layout plan is depicted in figure-2



**Note:** The red line shown in the map is for the previously proposed 210 bighas of land area and the green line indicates the 250 bigha of land area.

### **3. Institutional Arrangements:**

The Government of Assam's Skill, Employment, and Entrepreneurship Department (SEED) is the executing agency (EA). The EA - (i) Assumes overall responsibility for the execution of the project and reporting; (ii) Engages adequate permanent or fixed-term staff to implement the project; (iii) Provides overall strategic guidance on technical supervision and project execution; and (iv) Ensures overall compliance with the loan covenants.

The implementing agency (IA) for the project is ASDM. The IA's responsibilities include (i) Project planning and budgeting; (ii) Day-to-day assistance, supervision and guidance for the project site team and consultant; (iii) Review ASU's components for due diligence requirements and approve civil work packages proposals; (iv) Bidding, evaluation and contract award; (v) Managing and disbursing funds; (vi) Review compliance with loan covenants, contract specifications, work plans and quality control; (viii) Monitoring and reporting of social safeguards; and (viii) Consolidate and submit progress reports, finance and accounting/audit reports, and matters requiring higher level decision to project steering committee (PSC) and ADB.

A state level PSC has been established for the proposed project. This committee is chaired by the Principal Secretary, SEED, with secretaries of Industry, Agriculture, Land and Revenue, Information Technology, Health, Planning and Finance, Handloom and Textile, Tourism, Transformation and Development, Education, Public Works, Social Justice and Empowerment, and the Vice Chancellor of ASU as member. The PSC has been empowered to take all decisions on behalf of the state and will provide overall advice and guidance to the EA, IA, and PMU.

ASDM has established a PMU, headed by a full-time project Director (PD) at ASDM, and consisting of personnel drawn from relevant line departments and on hired basis. This PMU also have safeguards specialists (Social and Environment). The Environment Specialist has been appointed in the month of September 2021 and the Gender and Indigenous People Specialist has been appointed in the month of June 2022. The PMU will be the nodal agency for overall management of all project activities and will be responsible for overall project planning and implementation with day-to-day supervision

and guidance for the site team, contractors and consultants.

The construction of ASU campus is being supervised by the Construction Supervision and Quality Assurance (CSQA) firm. The CSQA firm is responsible for: (i) Providing day-to-day assistance, supervision and guidance to the contractor; (iii) Reporting to PMU; (iv) Supervising construction, conducting quality control, advising PMU on approval of progress payments to contractors; and (v) Maintaining records and accounts on an up-to-date basis and making these available to ADB, its missions, or auditors for inspection.

The project management consultant (PMC) has been engaged to provide support to the PMU in overall planning, risk management, implementation, monitoring, reporting, and evaluation under the project. The PMC team has experienced professionals specializing in areas such as Procurement, Architecture, Social Safeguards, Environmental Safeguard, Gender, Finance, etc. The PMC's Gender Expert has been engaged since February 2022 and the Social Development Expert has been engaged and mobilized since June 2022 on intermittent basis.

### **Monitoring Result:**

The Gender and IP Specialist of the PMU assisted by PMC is monitoring social safeguard implementation measures, IPP implementation and GESI plan implementation. Semiannual Social Monitoring Report (SSMR) will describe the progress of the implementation and any compliance issues and corrective actions required. SSMR closely follows the IPP plan implementation and monitoring indicators agreed at the time of IPP plan approval. Monitoring result for the reporting period of February, 2023 to July, 2023 is given below in **Table 1**.

The extent of monitoring activities, including their scope and periodicity, will commensurate with the project's risks and impacts. Monitoring will involve administrative monitoring to ensure that implementation is as per schedule and problems are dealt with on a timely basis. The EA and IA is required to implement safeguard measures and relevant safeguard plan, and to submit periodic monitoring reports on their implementation performance.

**Table 1: Monitoring Result from February, 2023 to July, 2023**

<b>Package</b>	<b>Disclosure of detail GRM and project information dissemination to the Communities</b>	<b>Stakeholders Consultations done with community in general/vulnerable groups</b>	<b>Status of Redressal of grievances</b>	<b>Presence and impact on indigenous people</b>	<b>Remarks</b>
<b>CW 01</b>	Yes, it has been communicated to the communities while discussing with them. Displaying of GRM/GRC board at construction site has already been done. Going forward, more banners and posters will be displayed.	Yes, public consultations are being done on regular basis.	No grievance received during the reporting period under this package	No Indigenous people's population has been found to be present within the target area and no IP is going to be adversely impacted due to project initiatives.	Monitoring is a continuous process and will be carried throughout the project period.
<b>CW 02</b>	Yes, it has been communicated to the communities while discussing with them. Displaying of GRM/GRC board at construction site has already	Yes, public consultations are being done on regular basis at site. Details of stakeholder consultations are given as <b>appendix 1, 2, 3</b>	No grievance received during the reporting period under this package	No Indigenous people's population has been found to be present Within the target area and no IP is going to be	Monitoring is a continuous process and will be carried throughout the project period.



	<p>been done. Going forward, more banners and posters will be displayed.</p>			<p>adversely impacted due to project initiatives.</p>	
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#### **4. Involuntary resettlement impacts:**

The ASU project is categorized as 'C' since it is devoid of any land acquisition or involuntary resettlement impact on people (As per the definition of ADB's SPS 2009). All civil works will be carried out on government-owned land transferred to ASDM for this purpose. Land required for the civil works packages have been identified and there will be no land acquisition or permanent or temporary displacement of people as a result of civil works. The semiannual monitoring report confirms that none of the project activity caused involuntary resettlement impacts in the reporting period. The aim of minimizing land acquisition and resettlement impacts has been included in the project design.

#### **5. Indigenous Peoples Plan:**

As per ADB's SPS 2009, the project is categorized as "B" for Indigenous People, though the implementation of the project, will not entail any kind of adverse impact on the Indigenous population. In fact, the project aims to benefit the scheduled tribe population in the northeastern region. There are nearly 200 scheduled tribe communities in the northeastern region and the scheduled tribe population constitutes more than 80% of the population in Meghalaya, Mizoram, and Nagaland. ASU will not only provide admission to students from all over India, including those from the northeastern region, but also improve access to professional development and quality skills education and training resources for trainers and faculty of ITIs and polytechnics in the region.

**Implementation of Action Plan for Indigenous People:**

Depending on the findings of the initial assessment and consultations with various stakeholders, the following measures are considered necessary to improve access to skills education and training, career development, entrepreneurship programs and services under ASU for the scheduled tribe population.

**Table 2** below shows the potential activities.

**Table 2: Implementation of Action Plan for Indigenous People**

<b>Components</b>	<b>Potential Activities</b>	<b>Timeline</b>
Strategies	ASU will prepare and adopt, with the support of the consulting firm for ASU management and operating system development, strategies to promote interest from, and enrolment of, females and disadvantaged groups, including the scheduled tribe population, at ASU.	After the construction and completion of the ASU Campus
Outreach	In order to attract more and more students and also to improve participation in skill education from the scheduled tribes and also the females from rural areas, promoting awareness and reaching out to prospective students and their families, especially in rural areas and scheduled tribe communities in Assam and the other northeastern states, PMU, with the support of the consulting firms for project management support and outreach support, will prepare a plan for promotional activities and undertake outreach activities which should identify target groups among prospective students with higher proportions of the scheduled tribe population.	During the ASU Campus construction stage
Stipends, scholarships, and other financial aid for students	Scholarship and other financial aid schemes and programs for students from scheduled tribe groups supported by the central and state governments shall be applied to students at	During conducting of outreach activities and after opening of the University.



	ASU. ASU will make the information on the schemes and programs available to prospective students and their families and facilitate the application processes through its student services.	
Residential facilities for students, faculty, and staff	The ASU campus and facilities will be designed and constructed in a barrier free and universally accessible manner with facilities, safety and security measures for female students, faculty, and staff members. In this regard, preferential treatment will be offered to students, faculty, and staff from disadvantaged backgrounds, including scheduled tribe groups.	During and after construction of the ASU campus
Career development programs and services, soft and language skills development programs.	ASU will track progress of each student in its skill education and training programs and develop and deliver career development programs and services, and soft and language skills development programs, especially for female students and scheduled tribe groups, to help them succeed in skills development, further study, entrepreneurship, job search, and career development.	After opening of the University and conducting of the skill education related classes
Skills education and training programs addressing skills needs of industries	Under partnership agreements, ASU will establish skills education and training programs that address skills needs of industries at the local, national, and regional levels in various sectors. Where appropriate, programs will be designed to build on the existing skills among local communities, including scheduled tribe communities, in traditional trades.	After opening of the University and conducting of the skill education related classes

**Table 3: Institutional Roles and Responsibilities of IPP Implementation**

<b>Institutional Role &amp; Responsibilities of Indigenous Peoples Plan Implantations</b>				
<b>Sl. No.</b>	<b>Responsible Agency</b>	<b>Activities/ Action</b>	<b>Implementation schedule/ Timeline</b>	<b>Remarks</b>
1	PMU, CS-05	Preparation of strategies to promote interest and enrollment of females and disadvantaged groups, including the scheduled tribe (ST) population at ASU	2023	The final plan and month wise/quarter wise timeline will be made after on boarding of CS04 and CS05 consultatnts
2	PMU, CS-05	Preparation of a plan to conduct promotional and outreach activities to improve awareness among students and reaching out to prospective students and their families, especially in rural areas and scheduled tribe (ST) communities especially in the districts of Assam and north eastern states with higher proportions of the scheduled tribe (ST) population	2023-2025	
4	PMU, CS-05	Dissemination of information on the scholarship and other financial aid schemes and programs to prospective students and their families through its student services	2023-2025	
5	PMU, CS-05	Dissemination of information on ASU's residential facilities to all prospective students, faculty, and staff and preferential treatment for students, faculty, and staff from disadvantaged backgrounds, including scheduled tribe (ST)	2023-2027	
6	PMU, CS03	Development and delivery of career development programs and services, and soft and language skills development programs, especially for female students and students from disadvantaged backgrounds, including scheduled tribe (ST) groups	2023-2027	

7	PMU, CS03	Design and delivery of skills education and training programs building on the existing skills among local communities, including scheduled tribe (ST) communities in traditional trades	2023-2027
8	PMU, CS01	Operation of GRM, monitoring, reporting and evaluation, and organization of training workshops	2023-2027

## **6. Grievance Redressal Mechanism (GRM)**

### **A. Grievance Redressal – The Mechanism**

The affected person(s)/aggrieved party can give their grievance verbally or in written to the ASU site office in Mangaldai. Grievances of affected person will first be brought to the attention of the immediate officer (GRO – DPMT, ASDM) in charge of the overall GRM, who can resolve the issue at the site level office with the help of representative of contractor will also be responsible in resolving the specific site level issues. If the matter is not resolved within 7 working days period by the site in charge, it will be brought to the notice of GRC constituted for the purpose at PMU. This GRC shall discuss the issue in its meeting and resolve the issues within 15 working days from the day of receiving the grievance by PMU. If the matter is not resolved by GRC at the PMU level within the stipulated time, it shall be referred to GRC at State Level Project Steering Committee by the officer in charge of the site (DPMT, ASDM) which will resolve the issue within one month of receiving of the complaint at Steering Committee.

However, the aggrieved person/party can bring the matter to the Court of Law at any point of time. The PMU and ASU site office shall keep records of all grievances received including contact details of the complainant, the date of receiving the complaint, nature of the grievance, agreed corrective actions, and the date the actions were taken and their final outcome. A complaint register will be maintained at the construction site. The cost for the operation of GRM will be accounted for in project cost as part of PMU operation.

### **B. Composition of GRC**

**Site Level Grievance Redress Committee (GRC-Site):** This committee is comprising of DPMT, ASDM - Darrang, PMU Communication Manager, PMU Civil Engineer, PMU Environment Specialist, PMU Gender and Indigenous Peoples Specialist, and one locally elected representative from Panchayat. The GRC-Site will be headed by DPMT, ASDM - Darrang.

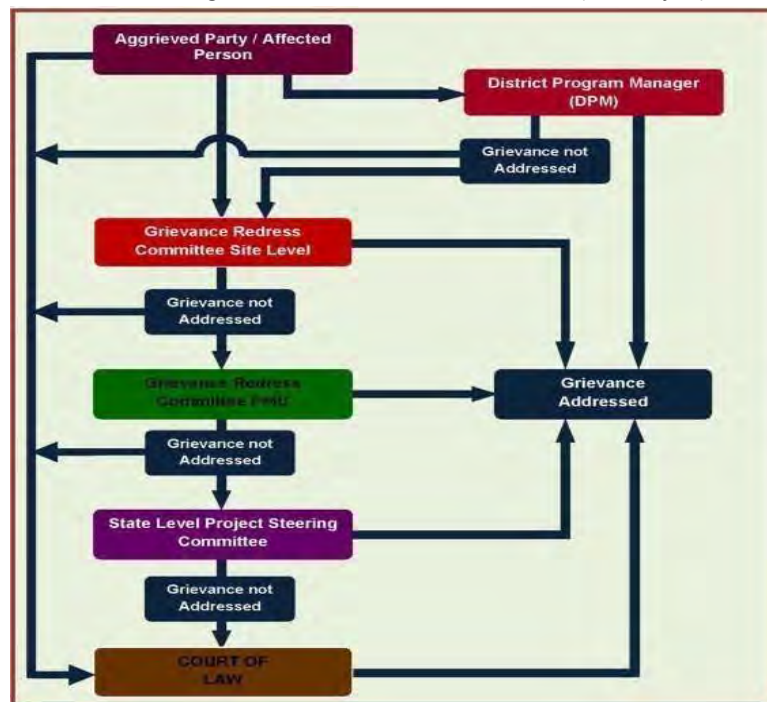
**GRC at PMU level:** GRC at PMU includes the Mission Director ASDM, HR & Admin, ASDM, PMU Gender and Indigenous Peoples Specialist, PMU Environment Specialist

and Legal Advisor, ASDM. The Committee is headed by the Mission Director, ASDM. This committee shall look into the matters, which are referred to and not resolved by GRC at site level. If the matter is not resolved by the GRC at PMU level within 15 working days, then the aggrieved person or party can bring the matter to the state level project steering committee (PSC) which is in charge of the project.

The affected person or aggrieved party can approach the GRC for redress of his/her grievance through any of the following modes:

- **Web based:** A separate corner has been developed at the ASDM website, so that public and affected person can register their complaints in the online column during the execution stage.
- **Project Information Board:** ASU project information board has been installed at the ASU project site. Contact details (name, phone number, and email) of GRO is available on the board (**Appendix 14**).
- **Telephone or e-mail based:** A telephone number is available on the website of ASDM and ASU so that the general public can register their complaint through telephone/mobile phone. An e-mail id has been created and is available on the ASU website so that a complainant can register a complaint through e-mail as well.

Figure 3: Grievance Redress Mechanism (ASU Project)



One complaint register is also being maintained at the construction site by the contractor where people can register their complaint. In addition to it grievance register format is also available at site and at PMU for people to register their grievances in the prescribed format and put it in the drop-box (photographs of drop box of site and PMU is given in **Appendix 23 and 24** respectively).

- The official copy of the approval letter of Grievance Redressal Mechanism (GRM) was shared as an annexure with the SSMR for the reporting period of February 2022 to July 2022. The grievance redress mechanism for the project is shown in **Figure-3**. No grievances related to social safeguards have been received during the reporting period.
- **GRC meeting:** Site level GRC meeting has been conducted at the ASU site. The roles and responsibilities of all the members of site-level GRC have been discussed in the meeting. Copy of attendance, minutes of the meeting (MoM), and photographs of the meeting are given in **Appendix 15-17**.

## **7. Training, Consultation, and disclosure:**

### **A. Public Consultations**

Public consultations / Focus Group Discussions (FGDs) are being organized at the site level on a regular basis. Stakeholder consultations with multiple stakeholders i.e., women, community (including male, female, and youth) residing nearby the ASU boundary, and owner of a thatched house (which was built after the due diligence survey was conducted) have been organized at the ASU site during the reporting period of February 2023 to June 2023. **Appendix 4 to 13** reflects details of discussions/meetings with stakeholders and public consultations, signature sheets, photographs, and concerns of the community.

To ensure continued public and stakeholder participation in the ASU project life cycle, periodic consultations and focus group discussion should be continued. The participatory process will ensure that all views are adequately reviewed and suitably incorporated in the design and implementation process.

Electronic version of this IPP has been placed on the official websites of ASDM in both Assamese and English language and the hard copy of the IPP report summary in the Assamese language is available at the PMU-ASUP office, Guwahati for reference.

## B. Training

A training has been facilitated by CW02 in the month of May 2023 for the supervisors engaged under CW02 on Health, Safety, and Safeguard issues. As CW02 mobilized workers to engage in ASUP construction work, it was important to educate and aware the workers about the possible safeguards issues that have the possibility to occur at site. The topics of the training were personal protective equipment (PPE) usage and safety practices, environmental protection measures, social safeguards, community engagement, etc. A total of 12 no's of people participated in the training (The labor information report received from CW02 is attached in **Appendix 21 and 22**). Training attendance, photographs, and report of the training are attached as an appendix (**Appendix 18, 19, 20**) with this SSMR.

**Table 4: Schedule of Consultation and Disclosure Activities**

Activities	Target Group	Responsible	Timeline
Awareness Generation about the project activities	Key stakeholder agencies including nearby communities	ASUP/ contractor with PMU inputs and support	During detailed design, prior to start of construction and during construction
Disclosure of safety signage, marking pegs and GRM	Key stakeholder agencies including nearby communities	ASUP/contractor with PMU inputs and support	During construction ( <b>Appendix 23, 24</b> )
Seeking Cooperation throughout the project period	Related Departments and nearby communities	ASUP/contractor with PMU inputs and support	Throughout the project period



## 8. Conclusion and recommendation:

The monitoring of social safeguard activities and implementation will be continued throughout the project implementation period. Information dissemination and disclosure has been a continuous process since the beginning of the project which will continue during the whole project period (**Appendix 24**). Entrepreneurship

The Environment and Gender & IP Specialists of PMU will continue consultations, information dissemination, and disclosure. A project information disclosure banner/poster containing the project information, and contact numbers of GRO, contractor, project engineer, and social safeguards personnel, and concerned engineer in charge and grievance redress process will be prepared and disclosed for the public to access. Various safety signages have been put up at ASU site (**Appendix 23**). More such banners and marking pegs will be disclosed at various places at the project site.

Overall development for the reporting period of (February 2023 to July 2023) six months have been moderately progressive against each output and indicator of the project related to Social Safeguards, GRM, and IPP implementation. Outreach activities will be initiated once the consultants dedicatedly meant for outreach activities are engaged, the IPP implementation process would also get initiated simultaneously in the field with targeted communities, institutions, etc. for generating awareness regarding skill education, enrollment, avenues for job placements, creating linkages, etc.



Appendix 1: Copy of Attendance Sheet of stakeholder consultation held at ASU site on dated 25<sup>th</sup> May 2023

Minutes of Discussion			
Project Name :		Assam Skill University Project	
Date of Meeting :		25.05.2023	Time & Location : 12PM at Site office
Meeting Objective : Stakeholder Consultation			
Members present			Gender
1.	Rashmi Ram Nathi	Rashmi Ram Nathi	F
2.	Rukma Devi	(Signature)	F
3.	Lalita Medhi		F
4.	Demomoni Bora.		F
5.	Rummi Deka.	Rummi Deka	F
6.	Arabinda Deka.	Arabinda Deka	M
7.	Jyoti Nathi	Deelish	M
8.	Rita Mani Pyatu	Rita	F
9.	Shantree Deka	Anjali Mishra	F
10.	Durga Chauhan	Shukda Baro	F
11.	Khishik Mishra	Tona Mishra	M
12.	(Signature)	Dashanath Mishra	M
13.	(Signature)	Nirmal Chauhan	F
14.	Sukanta Bora.	Rupa Rani Singha	M
15.	Birbal Chauhan		M
16.	Ashif Jadday	Ashif J.	M
17.	Kamstar Kakati	K. Kakati	M
18.	Kanishk Gogoi	Gogoi	F
19.	Bangita Raitla	S. Raitla	F

**Appendix 2: Copy of MoM of stakeholder consultation held at ASU site on dated 25<sup>th</sup> May 2023****Stakeholder Consultation at Assam Skill University Site**

Stakeholder type: Nearby community

Venue: Assam Skill University site, Mangaldai

Date: 25<sup>th</sup> May, 2023

Participants: Nearby community, Gender & Indigenous Peoples Specialist, PMU, ASUP, Environment Specialist, PMU, ASUP, Safety Officers, CW02.

A stakeholder consultation was conducted on 25<sup>th</sup> May 2023 at Assam Skill University site, Mangaldai with the community residing near Assam Skill University to discuss any safeguards issue faced by them. It was found that there were no major safeguards issue faced by the community. However, they did share their concern about employment opportunities in the project.

As per the feedback received from the community, they expressed their desire to be employed in the project and further highlighted that some members of the community are already engaged in the project. This feedback can be taken into consideration going forward to ensure maximum participation of the local community during the construction phase of ASU.

During the stakeholder consultation, it was also brought to our attention that a few educated girls from the community have submitted their CVs to the contractor of the Assam Skill University for clerical and data entry kind of jobs. This is an encouraging development as it reflects the interest and commitment of the community members, particularly the educated girls, towards employment opportunities in the project.

To further support the aspirations of these individuals and promote inclusivity, it is recommended that the contractor and project management team actively consider these CVs during the hiring process. By providing equal opportunities for employment, the project can contribute to the empowerment and economic growth of the local community.

Overall, the stakeholder consultation was successful in gathering valuable feedback from the community.

Date	Stakeholder type	Venue	No. of participants	Issue and concern (if any)	Issue addressed
25/05/2023	Nearby community	Assam Skill University site, Mangaldai	19 (Female – 11)	Willingness of the local community to get employment under the ASU project	The contractors have been ordered through official letter to engage worker from local community



**Appendix 3: Photo of stakeholder consultation held at ASU site on dated 25<sup>th</sup> May 2023**





**Appendix 4: Copy of Attendance Sheet of stakeholder consultation held at ASU site with nearby community on dated 9<sup>th</sup> March 2023**

**Event:** Stakeholder consultation

**Topic of discussion:** Boundary of ASU and structures located in KML file

**Date:** 9<sup>th</sup> March 2023

**Place:** ASU site, Margaldai

Sl. No.	Name	Stakeholder type	Gender	Ph/Mail	Signature
1.	Nirmal Chauhau	Nearby Community	M	60027 67452	নির্মল
2.	Narew Medhi	"	M	98597 04060	নরেশ মেধি
3.	Birbal Chauhau	"	M	70026 88242	বিবল চৌসন
4.	Dhanitri Doley	"	F		Dhanitree Doley
5.	Mahesh Chauhau	"	M	99573 03932	মাহেশ চৌসন
6.	Deinumoni Bora	"	F		দিনুমনি বৰা
7.	Jonali Doley	"	F		জোনালী দল
8.	Nandini Devi	"	F		নন্দনী
9.	Saraswati Devi	"	F		সরস্বতী
10.	Chandanjyoti Deka	"	M		Chandanjyoti Deka

## Appendix 5: Copy of MoM of stakeholder consultation held at ASU site with nearby community on dated 9<sup>th</sup> March 2023

### Minutes of meeting

**Meeting type:** Stakeholder consultation

**Date:** 9<sup>th</sup> March 2023

**Venue:** ASU site, Mangaldai

Event: Stakeholder consultation  
Topic of discussion: Boundary of ASU and structures located in KML file  
Date: 9<sup>th</sup> March 2023  
Place: ASU site, Mangaldai

Sl. No.	Name	Stakeholder type	Gender	Ph/Mail	Signature
1.	Nirmal Chandra	Nearby Community	M	60027 67452	নির্মল চন্দ্র
2.	Nanew Mothi	"	M	98548 06060	নানু মোতি
3.	Birendra Chandra	"	M	70026 82282	বিরেন্দ্র চন্দ্র
4.	Dhanitri Doley	"	F		Dhanitri Doley
5.	Mahesh Chandra	"	M	99573 07432	মহেশ চন্দ্র
6.	Dinumon Dora	"	F		দিনমুনি দত্ত
7.	Jonali Doley	"	F		জোনালী দত্ত
8.	Nandini Devi	"	F		নন্দিনী দেবী
9.	Saraswati Devi	"	F		সরস্বতী দেবী
10.	Chandrapoti Deka	"	M		চন্দ্রাপতি দেকা

A stakeholder consultation has been done on dated 9<sup>th</sup> March 2023 by representatives of PMU, ASUP, OSD, ASU, Gender and Indigenous People Specialist, PMU, Environment Specialist, PMU, Technical Manager, PMU, Civil Engineer, PMU, Site level Grievance Redressal Officer, ASUP, Circle Officer and Lat Mandal from the Revenue Department, Darrang District, CS02 consultants, CW02 contractor and CW01 staff were present during the stakeholder consultation. During the consultation the team has interacted with 10 people from the nearby community.

The objective of the stakeholder consultation was to discuss with the community people in the presence of the contractors if there is any chance of including any structure within ASU campus or any possibility of impacting any nearby structure during construction of ASU. Objective was also to talk with nearby community people and to find out whether the ponds that are seen within or near ASU boundary in KML file are being used by the people for livelihood purpose.

(47)

After the stakeholder consultation the following feedback have been received from the nearby community people:

1. Coordinate: 26°25' 21.53"N & 92°1'4.33"E (A structure was seen in this coordinate in the KML file)  
There are no structures at present. There was a temporary pandal (with GCI sheet shed) put for wedding reception in the first/second quarter of 2022, which has already been removed by them. Dinumoni Bora, a village lady of about 35 years old has given the statement. In her statement she has mentioned that it was her daughter's wedding and for the reception day they built a temporary pandal. A video of the statement has been recorded of Ms. Dinumoni Bora at site.
2. Coordinate: 26°25' 22.88"N & 92°1'5.19"E  
This matter is about the accessibility of the people staying near the boundary of the plot. Mr. Naren Medhi, Daily wage earner residing near the narrow point told that there is nothing inconvenience regarding the access to their residences. Video of the statement has been recorded as well as one undertaking from Mr.Naren Medhi was also received in this regard.
3. Coordinate: 26°25' 22.27"N & 92°1'3.13"E  
Jonali Doloï, a married lady of about 45 years told that there were some huts which were dismantled and removed by the owner few months back.
4. The water bodies marked as ponds are in fact some digged up area for collecting earth for embankment of the kutchha plinth of their sheds. The community people are not dependent on those ponds for livelihood nor they are dependent for any other household purpose. Mr. Birbal Chauhan, Ms. Nandini Devi and Ms. Saraswati Devi gave written statement and Mr.Naren Medhi gave video statement on this matter.

  
K. Ramesh Babu  
Officer in Charge  
Assam Skill University  
Rehbari, Guwahati  
Govt of Assam



**Appendix 6: Photo of stakeholder consultation held at ASU site with nearby community on dated 9<sup>th</sup> March 2023**



**Appendix 7: Copy of Attendance Sheet and MoM of stakeholder consultation held at ASU site with women on dated 28<sup>th</sup> march 2023**

**Minute of Meeting (MoM)**

Meeting type: *Stakeholder consultation*

Topic of discussion: *Issues faced by women residing near ASU site*

Date: *28<sup>th</sup> March 2023*

Venue: *ASU site*

Participants:

Sl. No.	Name	Stakeholder type	Gender	Signature
1	Lily Saharia	Women from nearby community	F	Lili saharia.
2	Pritya Nath	"	F	Pritya Nath.
3	Momita Chouhan	"	F	Momita Chouhan
4	Rina Nath	"	F	Rina Nath.
5	Lalita Nath	"	F	ললিতা নাথ
6	Phanitree Deulai	"	F	ফ্যানিত্রী দেউলৈ
7	Jumali Deulai	"	F	জুমালী দেউলৈ
8	Devanti Devi	"	F	দেবন্তী দেবী
9	Rukma Devi	"	F	রুম্মা দেবী
10	Bakhanti Devi	"	F	বাকহন্তী দেবী
11	Roy Kumari Devi	"	F	রৌয় কুমারী দেবী
12	Phanabati Chouhan.	"	F	ফ্যানাবতি চৌহান
13	Sumanmati Devi	"	F	সুমনমতি দেবী
14	Kamali Devi	"	F	কামালী দেবী
15	Kulu Devi	"	F	Kulu Devi
16	Sobita Choudhary.	"	F	Sobita Choudhary
17	panhati chouhan.	"	F	পানহাতি চৌহান
18	Somtoshi deul	"	F	সমতুশী দেউলৈ
19	Feelamati Deul	"	F	ফীলামতি দেউলৈ
20	Lalita Chouhan.	"	F	Lalita
21	Champa Deul	"	F	চম্পা দেউলৈ



On dated 28<sup>th</sup> March 2023 a stakeholder consultation was conducted with women from the nearby community residing near ASU campus site. The major topic of the discussion was "Issues faced by women residing near the ASU campus site. Total 21 no's of women participated in the consultation. Objective of the consultation was to make the women aware about various gender based issues. Since lot of male workers has been deployed near the ASU site it was important to understand if any women are facing any harassment or eve teasing."

DATE	STAKEHOLDER TYPE	VENUE	NO. OF PARTICIPANTS	ISSUE AND CONCERN (IF ANY)	ISSUES ADDRESSED
28 <sup>th</sup> March 2023	Women	ASU site	21	<ul style="list-style-type: none"> <li>* No harassment or violence issue.</li> <li>* Few (2/3) young women who has 1 year computer certificate and 12<sup>th</sup> pass wants to be employed in the ASU project at site in near future when there is vacancy</li> </ul>	<ul style="list-style-type: none"> <li>* Awareness generated about GRM system of ASUP</li> <li>* Contractors (CW01 &amp; CW02) were asked to employ female whenever there is vacancy (Official letter has been sent to the contractors regarding this matter)</li> </ul>

Kanishma Gogoi  
Gender & IP Specialist  
28/03/23



**Appendix 8: Photo of stakeholder consultation held at ASU site with women on dated 28<sup>th</sup> March 2023**





**Meeting: Stakeholder consultation**

**Date: 4<sup>th</sup> April 2023**

**Participants:**

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Date: 4<sup>th</sup> April 2023

[illegible]

thatched house) was built, which was not in compliance with the regulations or guidelines as it was built after the cut-off date. As a result, it was determined that the structure should be removed. Proper consultation with Mr. Kartik Chauhhan, the owner of the thatched house, took place, and he provided a statement stating that he has no objection to the removal of the house. The entire process was also overseen by local panchayat representatives and verified by the Gaaon Burha (Village Head) of that jurisdiction to ensure transparency and adherence to the established procedures.

Overall, the stakeholder consultation was successful and the structure has been removed after following proper procedure.

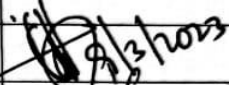
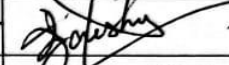
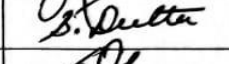
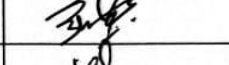
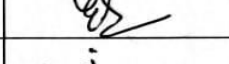
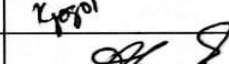
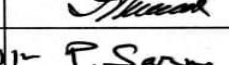
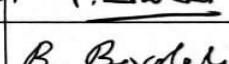
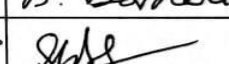
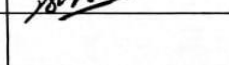
Date	Stakeholder type	Venue	No. of participant	Issue and concern (if any)	Issue addressed
04/04/2023	Community member, Govt representative, PMU member	Assam Skill University site, Mangaldai	7	The owner of the thatched house requested for assistance to carry the bamboo, wood, etc. of the structure to his home	The contractor has provided a vehicle to carry the materials

Appendix 11: Attendance of stakeholder consultation with contractor and CS02 held at ASU site on dated 9<sup>th</sup> March 2023

Event: Meeting with contractors regarding ASU boundary and safeguard issues

Date: 9<sup>th</sup> March 2023

Place: ASU site, Mangaldai

Sl. No.	Name	Organization/ Designation	Gender	Ph/Mail	Signature
1.	Jyotish Kr. Sarma	OSD	M		
2.	Deepjyoti Baishya	GR0-ASUP	M	78965 15595	
3.	Sanghita Datta	Env. Specialist	F	88763 76955	
4.	Jayanta Sharma	Technical Manager	M	94013 29639	
5.	Ellona Kalita	Civil Engineer	F		
6.	Kanishka Gogoi	Gender & IP Specialist	F	700236 7488	
7.	S. Ahmed	CW02	M	98544 24042	
8.	Putul Sarma	CS02	M	94351231	
9.	Babul Bordoloi	Lal Mandai	M	91014 77415	
10.	B. B. Agarwal T.L	CS02	M	9650620526	



Appendix 12: Copy of MoM of stakeholder consultation with contractor and CS02 held at ASU site on dated 9<sup>th</sup> March 2023Minutes of meeting

**Meeting type:** Discussion with contractors and CS02 consultants regarding ASU boundary and safeguard issues at ASU site

**Date:** 9<sup>th</sup> March 2023

**Venue:** ASU site, Mangaldai

**Event:** Meeting with contractors regarding ASU boundary and safeguard issues

**Date:** 9<sup>th</sup> March 2023

**Place:** ASU site, Mangaldai

Sl. No.	Name	Organization/ Designation	Gender	Ph/Mail	Signature
1.	Jyotishi Ka. Sarma	OSD	M		
2.	Deepjyoti Baishya	GR0- ASUP	M	78965 16495	
3.	Sanghita Datta	Env. Specialist	F	88768 76965	
4.	Jayanta Sharma	Technical Manager	M	96013 29639	
5.	Ellona Kalita	Civil Engineer	F		
6.	Kanishk Gogoi	Gender & IP Specialist	F	702236 1458	
7.	S. Ahmed	CW02	M	98544 24042	
8.	Putul Sarma	CS02	M	943512321	P. Sarma
9.	Babul Bordoloi	Lat Mandal	M	91014 77415	B. Bordoloi
10.	B. B. Agarwal T.L	CS02	M	9650620576	

A meeting was held with CW02 contractor and CS02 consultants on dated 9<sup>th</sup> March 2023 at ASU site, Mangaldai. The meeting was conducted immediately after a stakeholder consultation with OSD, ASU, Gender and Indigenous People Specialist, PMU, Environment Specialist, PMU, Technical Manager, PMU, Civil Engineer, PMU, Site level Grievance Redressal Officer, ASUP, Lat Mandal from the Revenue Department, Darrang District, CS02 consultants, CW02 contractor and CW01 staff.

The objective of the meeting was to have a detailed discussion with the contractors on the ASU boundary and to direct them to follow all the safeguard compliances at ASU site.

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**Key discussion points of the meeting are:**

1. CW01 and CW02 contractors and staff were directed to avoid any impacts on any structure or resettlement activities during construction.
2. Contractors have been directed to give employment to local people including women in ASU construction works considering their efficiency.
3. Contractors have been directed to conduct regular stakeholder consultation at ASU site.
4. Contractors have been directed to display the ASU map and the project GRM (in local language) at site.

During the discussion the contractors were directed by OSD, ASU to work within the boundary line only and that no structure should be impacted during the construction. Decision taken to issue a letter as well to both the contractors on this matter.

 9/2/23  
(J K Samanta) OSD  
Officer on Special Duty  
Assam Skill University  
Rahbari, Guwahati  
Govt of Assam



**Appendix 13: Photo of stakeholder consultation with the contractor and CS02 held at ASU site on dated 9<sup>th</sup> March 2023**





**Appendix 14: Photo of project information board in local language at ASU site**



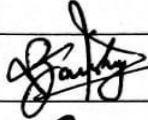


## Appendix 15: Attendance of site level Grievance Redressal Committee (GRC) meeting

**GRIEVANCE REDRESSAL COMMITTEE MEETING**Date: 30<sup>th</sup> June 2023

Time: 11:00am - 12:30pm

Venue: ASU site office, Mangaldai

Attendees:

Sl. No.	Name	Organization & Designation	Gender	Signature	Ph/Mail
1.	DEEP J. BAISNYA	GRO, ASU & DPMT, ASDM	M		78965-15596
2.	Nababryoti Saha	President UPahupana	M		881108428
3.	Kabita Saikia	GPO member, Moamari GP	F	KG.	9706520539
4.	Renu Devi	President Mahila Samiti	F	RD.	8638553243
5.	Sanghita Dutta	Env. Specialist PMU, ASUP	F	S. Dutta	8876336355
6.	Karishma Gogoi	Gender & IP Specialist	F	Gogoi	7002361489
7.	Ellora Katite	ASUP	F		8826484567



**Appendix 16: MoM of site level Grievance Redressal Committee (GRC) meeting**

**Minutes of Meeting (MoM)**

**Topic of the meeting: Grievance Redressal Committee (site level) meeting**

**Venue: Assam Skill University (ASU) Site**

**Date: 30/06/2023**

**Agenda of the meeting:**

- 1. To have a formal introduction of all the Grievance Redressal Committee (GRC) members**
- 2. To provide orientation to the Grievance Redressal Committee (GRC) members on ASU's Grievance Redressal Mechanism (GRM).**

On June 30th, 2023, a meeting of the Grievance Redressal Committee (site level) was convened at the Assam Skill University site. The meeting was attended by Mr. Deepjyoti Baishya, who serves as DPMT, ASDM cum Grievance Redressal Officer (GRO) at ASUP. Additionally, other members of the GRC present included Ms. Ellora Kalita, Civil Engineer from PMU, Dr. Sanghita Dutta, Environment Specialist from PMU, Ms. Karishma Gogoi, Gender & Indigenous Peoples Specialist from PMU, and representatives from the local Gram Panchayat.

During the meeting, it was reported that no grievances had been received up to that point. The members were provided with an orientation session regarding their respective roles as part of the Grievance Redressal Committee.

The orientation session proved beneficial in familiarizing the committee members with the various modes of lodging complaints. These modes, as outlined in the approved Grievance Redressal Mechanism (GRM) document and conveyed by the Grievance Redressal Officer (GRO), encompass the following channels: The Grievance Redressal Box, the ASDM (Assam Skill Development Mission) website, telephone communication, and postal correspondence.



**Appendix 17: Photo of site level Grievance Redressal Committee (GRC) meeting**







## Appendix 19: MoM of Health & Safety and Social & Environment Safeguards Training conducted at Asu site

### **Training Report on Health and Safety and Social and Environmental Safeguards**

**Date:** 25<sup>th</sup> May, 2023

**Venue:** Assam Skill University site, Mangaldai

**Background:** On 25<sup>th</sup> May 2023, a training session on health and safety and social and environmental safeguards was conducted by CW02 at the Assam Skill University site, Mangaldai. The training specifically targeted supervisors from CW02. A total of 12 participants from CW02 and PMU participated in this training. The purpose of the training was to train participants about various health and safety issues, about the proper use of PPE and about possible safeguards issues that may arise at ASU site.

**Training methodology:** The training was interactive and the trainer kept the forum open for discussion and questions.

**Overall objective of the training** was to equip the supervisors with the necessary knowledge and understanding of occupational health and safety protocols, as well as the importance of adhering to social and environmental safeguards during the project implementation.

The training covered topics such as:

- Hazard identification and risk assessment
- Personal protective equipment (PPE) usage and safety practices
- Emergency preparedness and response
- Environmental protection measures
- Social safeguards and community engagement

**Participants profile:** CW02 Supervisors, Safety Officers, Gender and Indigenous People Specialist, PMU, ASUP and Environment Specialist, PMU, ASUP

**Resource persons:**

1. Mr. Ashif Jaddary, Safety Officer, CW02
2. Ms. Sanghita Dutta, Environment Specialist, PMU, ASUP
3. Ms. Karishma Gogoi, Gender and Indigenous People Specialist, PMU, ASUP

By providing this training, CW02 aims to ensure the safety and well-being of all workers involved in the project and also to meet the required social and environmental standards. It is an essential step towards fostering a culture of safety and sustainability at the Assam Skill University site.

This training session contributes to enhancing the overall effectiveness and efficiency of CW02's operations at the site. It serves as a reminder of the importance placed on the protection of workers, the environment, and the local community.

Continued training and reinforcement of these principles will be crucial throughout the project's duration to maintain a safe and sustainable work environment.

**Appendix 20: Photo of Health & Safety and Social & Environment Safeguards Training conducted at Asu site**





# Appendix 21: Worker's information, grievance monitoring and community interaction report from CW02 for current quarter (May '23)

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**Contractor's Monthly Report**

**WORKERS' INFORMATION REPORT**

Package number	CW02					
Contractor's name	PCDL S BIL					
Month	May 2023					
	Own		Others			
	Semi-skilled		Semi-skilled		Unskilled	
	Local	Out-station	Local	Out-station	Local	Out-station
Males	20	10	0	0	4	0
Females	0	0	0	0	0	0
Scheduled tribe	0	0	0	0	0	0
Grand total	42					
	Semi-skilled		Semi-skilled		Unskilled	
	Local	Out-station	Local	Out-station	Local	Out-station
Males	NIL	NIL	NIL	NIL	NIL	NIL
Females	NIL	NIL	NIL	NIL	NIL	NIL
Scheduled tribe	NIL	NIL	NIL	NIL	NIL	NIL
Grand total	NIL					

Made by  
Bijoy

Team Leader  
CS02 : Construction & Quality Assurance Consultant  
ASSAM SKILL UNIVERSITY PROJECT

**GRIEVANCE MONITORING REPORT**

Package number	CW02							
Contractor's name	PCDL S BIL							
Month	April, May, June 2023							
Complaint Number	Date	Complaint through (phone/Letter /Site)	Name of Complainer	Male / Female	Complaint details	Action taken by Contractor/ PMU/DSC	Date - Case Resolved (days required)	Remarks - further action if any
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

**Community Interaction Report (at Project Sites)**

Package number	CW02					
Contractor's name	PCDL S BIL					
Month	May 2023					
Date	Event location (Ward no)	Type: Meeting / Training	Topic for discussion	Duration (hours)	Total participants	Total female participants
25/7/23	Near by site	community	Safety policy obey warning signs	2	20	16

Please attach (i) Report, (ii) Photograph and (iii) Signed Attendance Sheet

Made by  
Bijoy

Team Leader  
CS02 : Construction & Quality Assurance Consultant  
ASSAM SKILL UNIVERSITY PROJECT

## Appendix 22: Worker's information, grievance monitoring and community interaction report from CW02 for current quarter (June '23)

MPR -June 2023

### CW-02: LABOUR REPORT FOR THE MONTH OF JUNE 2023

Contractor's Monthly Report

WORKERS' INFORMATION REPORT						
Package number	CWL 01					
Contractor's name	PCPL S BIL					
Month	June 2023					
	Skilled		Own Semi-skilled		Unskilled	
	Local	Out station	Local	Out station	Local	Out station
Males	20	20	12	0	10	4
Females	0					
Scheduled tribe						
Grand total	66					
	Skilled		Others Semi-skilled		Unskilled	
	Local	Out station	Local	Out station	Local	Out station
Males	NIL	NIL	NIL	NIL	NIL	NIL
Females						
Scheduled tribe						
Grand total						

Made by  
[Signature]  
(HSF)

Team Leader  
CSO2 - Community Quality Assurance Consultant  
ASSAM SKILL UNIVERSITY PROJECT

### CW-02: GRIEVANCE MONITORING REPORT FOR THE MONTH OF JUNE 2023

GRIEVANCE MONITORING REPORT								
Package number	CWL 01							
Contractor's name	PCPL S BIL							
Month	June 2023							
Complaint Number	Date	Complaint through (phone/Letter /Site)	Name of Complainer	Male / Female	Complaint details	Action taken by Contractor/ PMU/DSC	Date - Case Resolved (days required)	Remarks - further action if any
NIL		NIL		NIL		NIL		NIL

Community Interaction Report (at Project Sites)						
Package number	CWL 01					
Contractor's name	PCPL S BIL					
Month	June 2023					
Date	Event location (Ward no)	Type Meeting / Training	Topic for discussion	Duration (hours)	Total participants	Total female participants
25/6/23	Handy site	community	Bafety policy obj winning	2	20	18

Please attach (i) Report, (ii) Photograph and (iii) Signed Attendance Sheet

Made by  
[Signature]

Team Leader  
CSO2 - Community Quality Assurance Consultant  
ASSAM SKILL UNIVERSITY PROJECT

### Appendix 23: Worker's information, grievance monitoring and community interaction report from CW02 for current quarter (July '23)

## Contractor's Monthly Report

WORKERS' INFORMATION REPORT							
Package number	CW02						
Contractor's name	PCL S BIL						
Month	July 2023						
	Own		Semi-skilled		Unskilled		
	Local	Out-station	Local	Out-station	Local	Out-station	
Males	40	30	10		5		
Females	10			NIL			NIL
Scheduled tribe	0						
Grand total							
	Others		Semi-skilled		Unskilled		
	Local	Out-station	Local	Out-station	Local	Out-station	
Males							
Females							
Scheduled tribe							
Grand total							

*[Signature]*  
21/8/23.  
(HSE).

*[Signature]*  
Team Leader  
CS02 - Construction & Quality Assurance Consultant  
ASSAM SKILL UNIVERSITY PROJECT

GRIEVANCE MONITORING REPORT								
Package number	CW02							
Contractor's name	PCL S BIL							
Month	July 2023							
Complaint Number	Date	Complaint through (phone/Letter /Site)	Name of Complainer	Male / Female	Complaint details	Action taken by Contractor/ PMU/DSC	Date - Case Resolved (days required)	Remarks - further action if any
	NIL		NIL		NIL		NIL	NIL

Community Interaction Report (at Project Sites)						
Package number	CW02					
Contractor's name	PCL S BIL					
Month	July 2023					
Date	Event location (Ward no)	Type: Meeting / Training	Topic for discussion	Duration (hours)	Total participants	Total female participants

Please attach (i) Report, (ii) Photograph and (iii) Signed Attendance Sheet

*[Signature]*  
Team Leader  
CS02 - Construction & Quality Assurance Consultant  
ASSAM SKILL UNIVERSITY PROJECT



## Appendix 24: Photo of safety signages at ASU site



## Appendix 25: Photo of marking pegs at ASU site in areas close to habitations





**Appendix 26: Photo of the current position of the grievance box at ASU site**



**Appendix 27: Photo of grievance box at PMU office**

