

Assessment of skill/competencies required for the establishment of SLTC and CLTCs under HFA Mission

1. Establishment of SLTC and CLTC under HFA: Assessment of skill sets

1.1 As per Clause. 12.13 to 12.15 of Mission Guidelines, provisions have been made to assist States/UTs and ULBs to constitute State Level Technical Cell (SLTC) with 5-10 specialists and City Level Technical Cell (CLTC) with 2-4 specialists. Provisions have also been made to increase the number of professionals at SLTC at state level and the number of professionals at metropolitan cities with prior approval from CSMC.

1.2 Based on the above clauses and the scope & coverage of HFA Mission activities, an assessment has been made to identify the skill requirements for SLTC and CLTC to implement and monitor HFA Mission activities at State/UT and ULB levels. The analysis has been done against the skill sets required for the activities proposed under the Mission. The details are as follows:

Sl.No	Mission Activities	Sub activities	Specialist suggested
1.	Preparation of HFAPoA	<ul style="list-style-type: none"> • Listing of slums and collection of data for all slums (Developing Slum MIS) • Tenability Analysis • Determining viability for In – Situ Redevelopment Project (Technical & Financial) • Demand Assessment for beneficiaries for other urban poor • Survey and development of strategies for urban poor in non-slum areas for the following verticals: <ul style="list-style-type: none"> ○ Affordable Housing in Partnership ○ Credit Linked Subsidy Scheme (CLSS) ○ Beneficiary-led individual house construction or enhancement • Assessment of Investment requirement & resources 	Community/Social Development Specialist, Urban Planner, Civil Engineer, Housing Finance and Policy Specialist, Municipal Finance Specialist, Urban Economic Specialist, MIS Specialist
2.	Preparation of AIP	<ul style="list-style-type: none"> • Fixing Physical Target and Financial Requirement • Checking of resource availability. • Appraisal by State Level Appraisal Committee • Approval by State Level Sanctioning and Monitoring Committee (SLSMC) 	Civil Engineer, Community /Social Development Expert, Urban Planner, Civil Engineer, Housing Finance and Policy Specialist, Municipal Finance Specialist, MIS Specialist

SI.No	Mission Activities	Sub activities	Specialist suggested
3.	Preparation of DPR	<ul style="list-style-type: none"> • Selection of Slum • Land Possession and Land Use • Survey and Mapping of Selected Slum • Preparation of Design & Drawings • Estimated Project Cost • Financial and Technical Viability of Projects 	Civil Engineer, Urban Planner, Community /Social Development Expert, Urban Planner, Civil Engineer, Housing Finance and Policy Specialist, Municipal Finance Specialist, MIS Specialist
4.	Implementation of four verticals		
4.1	"In situ" Slum Redevelopment	<ul style="list-style-type: none"> • Organising consultation with the beneficiary including MPs & MLA • Feasibility for Redevelopment of Slums • Identification of Developer • Bid Process Management • Concurrent Monitoring & Quality Assurance • Monitoring of Utilization of funds • Appraisal by SLAC and approval by SLMC of AIP 	Civil Engineer, Housing Finance and Policy Specialist, Municipal Finance Specialist, Procurement Expert, Community Development Expert, MIS Specialist
4.2	Affordable Housing through Credit Linked Subsidy	<ul style="list-style-type: none"> • Beneficiary selection • Registration of PLIs with CNAs. • CANs to channelize subsidy • Documentation regarding application of loans to PLIs, SLNA to facilitate • Disbursement of subsidy • Monitoring and evaluation by CNA and feedback to MoHUPA 	Housing Finance and Policy Specialist, Municipal Finance Specialist, Urban Economic Specialist, MIS Specialist
4.3	Affordable Housing in Partnership	<ul style="list-style-type: none"> • Identification of land and agencies in case of Affordable housing by State/UTs/ULBs/Parastatals • Identification of developer in case of Affordable Housing by State/UTs/ULBs/Parastatal with Private Sector • Bid Process Management • Concurrent Monitoring & Quality Assurance • Monitoring of utilization of funds • Appraisal by SLAC and approval by SLMC of AIP 	Civil Engineer, Housing Finance and Policy Specialist, Procurement Specialist and Urban Planner, Municipal Finance Specialist, MIS Specialist
4.4	Subsidy for beneficiary-led individual house construction	<ul style="list-style-type: none"> • Verification of beneficiary • Concurrent Monitoring & Quality Assurance. • Monitoring of Utilization of funds • Appraisal by SLAC and approval 	Civil Engineer, Urban Planner, Housing Finance and Policy Specialist, Municipal Finance Specialist, MIS Specialist

SI.No .	Mission Activities	Sub activities	Specialist suggested
		by SLMC of AIP.	
5.	Technology Interventions	<ul style="list-style-type: none"> • Identify, evaluate and adapt green technologies, good construction practices and disaster Resistant construction. • Better Habitat planning & design • Area specific design & technologies suiting to different geo-climatic zones. • Innovative technologies and design for on-site & decentralized infrastructure. • Extending technical support, capacity building & handholding to state Government by creating pool of professionals and skilled manpower. • To facilitate enabling policy framework for use of emerging and green technologies in the states. 	Civil Engineer, Capacity Building/Institutional Strengthening Specialist, MIS Specialist

SI.No .	Mission Activities	Sub activities	Specialist suggested
6.	Capacity building	<ul style="list-style-type: none"> • Undertake need assessment of ULB to implement HFA Mission activities • Prepare state CB plan by consolidating the ULB requirements and get it approved from CSMC • Identify and empanel RCs for undertaking the following activities: <ul style="list-style-type: none"> ○ Workshops/Trainings for States/UTs & ULBs at National, Regional ,State and city level ○ Thematic Workshops and ToT programme (participants from more than one state/UT) ○ Study/ Exposure visits ○ Documentation and dissemination of best practices and case studies/research studies ○ Handholding support to States/UTs and ULBs ○ IEC activities • Empanelment of Technical Institutions as Resource Centres (RCs) for providing training on emerging/new technologies on housing sector to States/UTs/ULBs • Coordinate, manage and monitor the CB activities of RCs • Prepare monthly report and submit for onward submission to MoHUPA • Budget monitoring 	Capacity building/Institutional Development Specialist, Training Coordinator, Knowledge Management Specialist, IEC Specialist and MIS Specialist
7.	TPQMA	<ul style="list-style-type: none"> • Engagement of TPQMAs through bidding process by States/UTs. • Preparation of annual quality monitoring and assurance plan and submit the same to SLSMC for their approved. • Manage, coordinate and monitor the activities of TPQMA. 	MIS Specialist
8.	Social Audit	<ul style="list-style-type: none"> • Identification and selection of independent agency to undertake social audit at ULB level • Preparation of Annual Social audit plan • Organise training programmes for ULB staff and other relevant 	Social/Poverty Specialist, IEC Specialist, Capacity Building Specialist

SI.No .	Mission Activities	Sub activities	Specialist suggested
		stakeholder on social audit <ul style="list-style-type: none"> • Verify the social audit report of ULBs 	
9.	IEC/ Knowledge management	<ul style="list-style-type: none"> • Preparation of media plan/ advocacy/communication strategy • Implementation of the strategy • Support Social/Poverty Specialist to disseminate information on social audit through print and electronic media including social media • Provide useful inputs to feed into the web site of the concerned department/ULB • Dissemination of knowledge products through pamphlets, brochures etc. • Organise knowledge forums to share best practices and experiences 	IEC/Knowledge Management Specialist, MIS Specialist
10.	Procurement of services	<ul style="list-style-type: none"> • Preparation of tender documents to procure services for HFAPoA and DPR preparation, • Empanelment of Network of Resource Centres (NRCs) at state level. • Select States/UTs and ULBs to identify and select agencies/institutions for HFAPoA preparation, DPR preparation and undertaking CB activities through RCs. 	Procurement Specialist