

**Procurement Risk Mitigation Action List for  
Proposed Himachal Pradesh State Roads Project**

<b>S. No.</b>	<b>Serial Number of Risk Factors Questionnaire</b>	<b>Status</b>	<b>Action</b>	<b>Assigned To</b>	<b>Due Date</b>	<b>How to Mitigate the proposed action</b>
1.	C-10	Assigned	Agree on appropriate dispute resolution provisions for contracts (at least for Bank financed one's, it is mandatory for ICB).	Designated Procurement Specialist (DPS)	12/31/2006	Agreed Bid documents provides for it.
2.	C-10	Assigned	Build a system for the agency to implement or for future project.	Task Leader (TTL)	09/30/2008	Develop and Implement Management Information System (MIS).
3.	C-2	Assigned	Create or update procedure manuals.	TTL	03/15/2007	Develop an Operational Manual
4.	C-9	Assigned	Develop or improve and implement complaint management system.	DPS	03/15/2007	To be included in the Operational Manual
5.	C-11	Assigned	Develop plan to strengthen agency's capacity with emphasis on weakest areas.	TTL	06/30/2007	Online monitoring system, hire supervision consultants and train the personnel
6.	C-10	Assigned	Discuss and revised as needed a policy for handling and resolving claims.  Include as part of the Construction Supervision Consultant Services	TTL	09/30/2007	Provided in the Bid documents. To comment in the monthly progress report of the supervision consultant.

7.	C-4	Assigned	Established code of ethics/conduct.	TTL	03/15/2007	Include this aspect in the Operational Manual.
8.	C-8	Assigned	Establish procurement principles explicitly in the project bidding documents.	DPS	01/31/2007	Bank's Standard Bidding Documents and Request for Proposals (RFP) as well as NCB documents agreed with Government of India provide for it.
9.	P-2	Assigned	Hire consultants temporarily to match technical skills requirements.	TTL	09/30/2007	Some consultants are already in position. For hiring other consultants, process is going on.
10.	I-1	Assigned	Identify unacceptable regulations and procedures and exclude application to Bank financed procurement.	DPS	01/31/2007	NCB Conditions already identified.
11.	I-1	Assigned	Intense supervision and prior reviews.	TTL	03/31/2007	It will be included in the PAD.
12.	C-12	Assigned	Investigate reasons for audit delays. Agree on actions to address problem. If not possible, then exercise remedies provided in the Loan Agreement. Discuss and agree on causes, solutions and time table to address frequent observations or reservations by auditors.	TTL	01/31/2007	Discuss and agreed with the Project Director. CA (Chartered Accountant) firm is already in position. Process will be repeated every year..
13	C-7	Assigned	Negotiate reasonable and absolute minimum time for bid preparation and submission.	DPS	01/31/2007	Agreed and included in the Bid documents.
14	C-4	Assigned	Organize course of Ethics Awareness for all those concerned with procurement.	TTL	12/31/2007	Training for procurement Staff to be arranged.

15	C-2	Assigned	Organize dissemination effort and improved accessibility to manuals and instructions.	DPS	12/31/2007	Web based Operational Manual. Organize training for the Project Staff
16	C-4	Assigned	Organize initial and recurrent training on Bank financed procurement for the duration of the project if possible or necessary.	DPS	06/30/2007	Some of the project staff has already been trained. Develop training program for the rest of the staff.
17	C-4	Assigned	Prepare job descriptions and the associated qualifications required.	TTL	03/15/2007	To include in the Operational Manual
18	C-12	Assigned	Require audit by independent private auditors.	TTL	09/30/2007	Chartered Accountant as Auditors is already in position.