

ANNEX C: SPECIFIC PLOT OF LAND

HLP DUE DILIGENCE CHECKLIST

In addition to the Community level HLP Due Diligence Checklist, a specific set of questions must be asked **directly to the landowner(s)/PoA in the case of private land or an authorized representative of the local authorities for public lands** to obtain confirmation of the land status, their ownership and their consent to the terms of the proposed intervention.

Specific plot of land HLP Due Diligence checklist			
Questions	Response	Notes	Exclusion Criteria
(1) Documentation			
(1) Is this land formally registered in the owner's name?	<input type="checkbox"/> Yes <input type="checkbox"/> No		
(2) What documents do they have to prove ownership/PoA and/or user rights to land? <i>(please attach a copy of all available documentation)</i>	<input type="checkbox"/> Tabou <input type="checkbox"/> Court decision <input type="checkbox"/> Sale contract <input type="checkbox"/> Registry record statement <input type="checkbox"/> PoA <input type="checkbox"/> Other		
3) For private land , is there any mortgage, equitable lien or loan currently on the land?	<input type="checkbox"/> None <input type="checkbox"/> Mortgage <input type="checkbox"/> Debt <input type="checkbox"/> Equitable lien <input type="checkbox"/> Loan <input type="checkbox"/> Other		Mortgage or debt on the land On HOLD Yes <input type="checkbox"/> No <input type="checkbox"/>
(4) Is there currently a dispute concerning this piece of land, affecting its land use?	<input type="checkbox"/> Yes <i>(please explain)</i> <input type="checkbox"/> No		Current disputes over land affecting its use NO GO Yes <input type="checkbox"/> No <input type="checkbox"/>
(2) Beneficiary Security of Tenure			
(1) Does the landowner/PoA (for private land) OR local authorities (for public land) agree to all the IDPs/ current residents remaining on the land either either rent-free or, if they are currently paying rent, with a guaranteed rent-freeze at the current rate for the contractually agreed period?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other <i>(please specify)</i>		Rent-free or current rate rent-freeze not guaranteed for contractual period NO GO Yes <input type="checkbox"/> No <input type="checkbox"/>
(2) Does the landowner (for private land) OR local authorities (for public land) agree to sign a Land Use Agreement guaranteeing IDPs/ current residents the right to remain on the land for minimum 12 months?	<input type="checkbox"/> Yes <input type="checkbox"/> No		Landowner/local authority refuses to sign Land Use Agreement for minimum of 12 months NO GO Yes <input type="checkbox"/> No <input type="checkbox"/>

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HLP DUE DILIGENCE CHECKLIST

(CONTINUED)

Specific plot of land HLP Due Diligence checklist

Questions	Response	Notes	Exclusion Criteria
(3) If intervention requires a temporary relocation from the land, is continued access and return for IDPs/current residents guaranteed?	<input type="checkbox"/> Yes <input type="checkbox"/> No		Landowner/local authority will not guarantee IDP/current resident continued access if relocated NO GO Yes <input type="checkbox"/> No <input type="checkbox"/>

(3) Additional Remarks

Are you sufficiently certain over the ownership of the land and that with authorization from landowner/PoA (if private) or local authorities (if public), the intervention should proceed?	<input type="checkbox"/> Yes <input type="checkbox"/> No		Ownership not sufficiently certain NO GO Yes <input type="checkbox"/> No <input type="checkbox"/>
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(4) Conclusion

- ☐ The planned intervention can be implemented as planned and I am confident based on the above analysis and attached documents that:
- Relevant community leaders and authorities in the area for the proposed intervention have been consulted and confirmed nature of the land ownership;
 - Rightful owner/party who can authorize use of the land has provided authorization for land use and land use agreement has been verbally agreed to and will be signed;
 - There is no mortgage or debt on the land;
 - There are currently no disputes affecting the use of the land;
 - The land is not exposed to current military action/sufficiently away from front lines;
 - Local dispute resolution mechanisms are understood and accessible to beneficiaries;
 - IDPs/current residents right to stay on the land for at least 12 months has been guaranteed by the owner/PoA and will be included in the land agreement.

☐ There are outstanding issues related to property and/or land and before the intervention, the following issues must be addressed:

☐ There are outstanding issues related to property and/or land and the intervention should not proceed because of the following identified exclusion criteria:

Staff conducting the assessment (Name): _____ Check by PM (Name): _____

Signed by staff conducting assessment: _____ Signed by PM: _____

Date: _____ Date: _____