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Minutes of the 4th Governing Body Meeting, APFBC society
held on 21.08.2014

In the chair- Shri Jitesh Khosla, IAS, Chief Secretary, Government of Assam,

Members/ invitees present- as per List appended.

Record of proceedings:

On behalf of the chairperson Shri O. P. Pandey, IFS, Member Secretary welcomed all the members and invitees present in the meeting. After a brief self introduction by members and invitees, the Member Secretary with permission of the chair proceeded to present issues listed in the agenda for deliberation.

The Agenda wise discussion held and decisions taken are given below:

Agenda item – 1: Validation of the minutes of 3rd meeting of the Governing Body held on 18.11.2013.

The Member Secretary informed that the minutes of the 3rd meeting of the Governing Body had been circulated to all concerned and no comments had been received. The minutes of the 3rd meeting of the GB (**Annexure-I**) were validated.

Agenda item – 2: Review of progress made since 3rd meeting of GB.

The Member Secretary made a presentation w.r.t. progress made in implementation of activities under Assam Project on Forest and Biodiversity Conservation (APFBC) after 3rd meeting of the Governing Body held on 18.11.2013 highlighting the details as below:

- i. Procurement of contractual Staff in the PMU completed.
- ii. Procurement of Audit Firm and M&E Agency:
- Advertisement put in News Paper inviting EOJ and fixing 25th August, 2014 as last date for receipt.
- iii. Comments ready on modified RFP document communicated by the AfD for procurement of TA and were discussed on 20th August, 2014 with AfD Mission.
- iv. Plantations created & maintained
- MHW (*species Albezzia procera, Bischofia javanica, Tectona grandis, Mesua ferra, etc.*)

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- NTFP (species *Phyllanthus emblica*, *Tamarindus indica*, *Eugenia jambos*, *Artocarpus integrifolia*, *Aegle marmelos*, *Termelia arjuna*, *Azadirachta indica*, etc.)
- Sal
- ANR (species *Michelia champaca*, *Albezzia procera*, *Termelia arjuna*, *Eugenia spp*, etc.)

- v. During 2014-15 Funds released:
for creation and first weeding in 8738 Ha New Plantations &
first weeding in first year maintenance of 3937 Ha plantations created during 2013-14
- vi. Funds received from the State Government in the year 2013-14 = Rs. 6838 Lakhs.
- vii. Expenditure incurred = Rs. 1688 Lakhs
- viii. The Physical and Financial Progress report with respect to implementation and plantation activities was presented by the Member Secretary before the GB. Details regarding funds released for creation of New Plantations during 2014-15 against Annual Work Programme 2013-14 are enclosed as **Annexure-II**. Funds released for maintenance of Plantations created in the year 2013-14 against Annual Work Programme 2012-13 are enclosed as **Annexure-III**. Achievement of plantation target and balance are enclosed as **Annexure-IV**.

The Chairman opined that the plantations should have diverse species and emphasized on the need for preserving the genetic resources of the forest species in general and bamboo in particular. He laid emphasized on protection of the forest areas and the medicinal plants.

The PCCF & HoFF elaborated the importance of weedings in the plantation areas.

- ix. Procurement of Accounting Software
The GB was informed that the Accounting software developed by NIC for the Project was tested and it is not serving the accounting requirements of the Project. Thus, procurement of Tally Single User package with requisite customization has been approved by the Executive Committee of the APFBC.
- x. Creation of Bambusetum
 - i. The GB was informed that estimate vetted by RFRI, Jorhat for creation of bambusetum at Rani has been furnished by the CCF(CAC) and will be presented before the EC for consent and communicated to the AFD for "NOC".

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- xi. The GB was informed that NOC from AfD is awaited w.r.t. all document related to procurement of Services as well as for TOR for the Workshop to be held for implementation of Component -2
- xii. The GB was informed that for refurbishing of the office space for PMU tenders have been invited and were opened on 20th August, 2014
- xiii. The GB was informed that AfD Guidelines for procurement of goods was received and procurement process is likely to be initiated in September, 2014
- xiv. The GB was informed that an amount of Rs. 15 Lakhs was released to the Sonitpur ((East) Division for renovation of forest road in the Behali R.F.

Agenda item – 3: Approval of the Annual Work Plan 2014-15.

The Member Secretary presented the Annual Work Plan- 2014-15 and elaborated the component wise details before the GB for approval. The Chairman emphasized on the need for capacity building for biodiversity related issues, suggesting to create a centre for biodiversity studies at Jalukbari. The Chairman stressed on adequate research regarding biodiversity so as to generate knowledge and facilitate technology transfer, besides instituting awards for good work in the field. The Chairman while appreciating the concept of Sustainable Forest Management (SFM) laid emphasis on strengthening it in the field through people's participation and JFMCs. He laid emphasis on agro enterprise where fodder species could be raised.

He stressed that the unaudited accounts can not be considered for submission for Reimbursement Claims and suggested to take the help of Sr. FAO to finalize the accounts that could be certified by the Project Director, APFBC Society. Annual Work Programme 2014-15 are enclosed as **Annexure-V**

Agenda item – 4: Any other issue with the permission of the chair.

- i. The Member Secretary proposed procurement of the services of one Civil Engineer, one Architect, on contract basis for Civil Works to be implemented under APFBC as well as for . The GB took into consideration the proposal and directed that the details of contractual engagement be presented before the EC for approval.
- ii. The GB also took into consideration the proposal to procure the services of a GIS Operator on contract basis for verification of work sites with the GPS details provided and for preparation of digital maps and directed for presentation of details before the EC
- iii. Enhancement in the number of officers for overseas visit to 50. The Chairman opined that only those people who have performed in the field under the Project may be nominated for exposure visits/training overseas.

- iv. Co-ordination The Chairman emphasized on the need for convergence with other departments particularly with the Rural Development, Health, Education, Agriculture and Horticulture Departments to achieve synergy and for bridging knowledge and performance gaps

The Chairman emphasized on developing booklets, films, videos, that could be used for awareness generation even through Sarva Shiksha Abhiyan.

- v. Regarding enhancement in monthly remuneration of contractual staff, the GB opined continuation with existing rates and directed the MS to make a report subsequently in the matter giving existing contractual details and proposed remuneration enhancement

The meeting ended with thanks from Chairperson to all members and invitees.



(Jitesh Khosla, IAS)

Chief Secretary, Govt. of Assam and
Chairperson, GB, APFBC Society
