

**PROCEEDINGS OF THE 24TH MEETING OF THE GOVERNING BODY OF
ODISHA FORESTRY SECTOR DEVELOPMENT PROJECT-II HELD ON
23.11.2017 IN THE CONFERENCE HALL OF PLANNING AND
CONVERGENCE DEPARTMENT.**

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The 24th meeting of the Governing Body (GB) of Odisha Forestry Sector Development Project Phase-II (OFSDP-II) was held under the Chairmanship of Shri R.Balakrishnan, IAS, Development Commissioner, Government of Odisha on 23rd November, 2017 at 4.30 PM in the Conference Hall of the Planning and Convergence Department. The list of members present in the meeting is placed at *Annexure-I*.

With the kind permission of the Chair, the Project Director-cum-Member Secretary, OFSDP-II apprised that in Forest & Environment Notification No.4F (S) - 07/2016 (Pt.) 8106/ F&E Dated 21.04.2017 the Government of Odisha has reorganised the Governing Body of OFSDP-II, by retaining all the previous members as such. The erstwhile Governing Body of the Odisha Forestry Sector Development Society has been renamed as the Governing Body of OFSDP-II. He expressed that some amendments in the bye-law of the OFSDS are therefore required to be made. The Governing Body authorised the Project Director to take appropriate action in this regard. Thereafter, an agenda-wise power-point presentation was made to explain the contents of the agenda to the members and to facilitate discussions/decisions as detailed below:-

1. Confirmation of the proceedings of the 23rd Governing Body Meeting, dated 28.02.2017

It was informed to the Governing Body that the proceedings of the 23rd Governing Body meeting of Odisha Forestry Sector Development Society held on 28.02.2017 was communicated to all the members vide letter no.239/OFSDP-110/2007 (Vol.-VI) dated 04.03.2017 and that no comments were received. The Governing Body confirmed the proceedings of the 23rd Governing Body meeting.

2. Compliance on important decisions of the 23rd Governing Body Meeting, dated 28.02.2017

Actions taken in compliance to the important decisions of the 23rd A tabular statement showing important decisions taken in the 23rd Governing Body meeting held on 28.02.2017 and status of corresponding compliance is given below:-

2.1 Status of Odisha Forestry Sector Development Project Phase II

Governing Body was apprised that the loan agreement for Rs.1000.30 crores (17104 Million Japanese Yen) for the OFSDP-II was signed on 31.03.2017 at New Delhi between the Joint Secretary, Ministry of Finance, Government of

India and the Chief Representative, JICA, India Office. This agreement included a loan component of Rs.848.60 crores (14512 Million Japanese Yen) and the State share of Rs.151.70 crores (2593 Million Japanese Yen). The OFSDP-II was formally inaugurated on 27.04.2017 by the Hon'ble Chief Minister of Odisha at Bhubaneswar. The loan agreement was effectuated from July, 27th 2017.

2.2 Approval of the internal audit report of OFSDS for the financial year 2015-16.

The GB was informed that M/s MARP & Associates, Chartered Accountants has been engaged for audit of accounts of the OFSDS for the financial year 2016-17.

2.3. Approval for AJY Cell for implementation of Ama Jangala Yojana (AJY)

The G.B. was informed that the constitution of AJY Cell at OFSDS, as recommended by the G.B. in its 23rd meeting held on 28.02.2017, was placed before the High Power Committee (HPC) of OFSDS vide item No.4 in its 12th meeting held on 18.03.2017 for accord of approval and based on the approval accorded by the HPC the constitution of AJY Cell has been notified by the Forest & Environment Department vide Notification No. FE-PLANT(PLANTATION)-0014-2014/12699/F&E Dated 13.06.2017 and the same has been reiterated vide O.O.No. 197/AJY Cell-01(Vol.III)/2014 Dated 21.06.2017 of OFSDS.

3. Progress of implementation of Ama Jangala Yojana (AJY)

It was appraised to the Governing Body that Ama Jangala Yojana (AJY) is being implemented in 23 Territorial and Wildlife Divisions of the State in Joint Forest Mode, with main objectives to conserve and restore degraded forests through mobilization of forest dependent communities and by developing alternative livelihood opportunities for the dependant families.

During FY 2016-17, 2346 VSSs belonging to 24 Forest/ Wildlife Divisions were identified. However, with the migration of three Divisions namely- Baripada, Rairangpur and Sambalpur to OFSDP Phase II w.e.f. 1st April, 2017 number of VSS for implementation of AJY has reduced to 2086. Further, two new Divisions, namely- Nabarangpur and Rairakhol have been brought under the fold of AJY during 2017-18, which makes the total no of Divisions implementing AJY, 23. During 2017-18 so far, 554 no of VSS in 23 Forest and Wildlife Divisions have been identified as cluster VSSs for implementation of AJY, of which 500 VSSs will undertake actual implementation.

It was further informed to the G.B. that necessary guidelines have been formulated and circulated for smooth implementation of AJY. Besides, Partner NGOs have been engaged as support organisation for smooth implementation of the scheme in all the implementing divisions with deployment of NGO teams in each FMU for every 20 VSSs, on average. Capacity building of the local communities and the forest personnel is given priority for smooth implementation of the AJY Scheme. Necessary training modules have been prepared on different themes before imparting training. Capacity Building Trainings are being conducted at different levels, such as at PMU, DMU, FMU and VSS Level. So far, Capacity Building Training programmes involving 87560 participants, covering 10811 VSS and 1819 SHGs have been conducted at PMU and DMU levels.

4. Progress of implementation of OFSDP Phase –II.

The G.B. was informed that the financial year 2017-18 is the preparatory year for implementation of OFSDP – II. The different preparatory works envisaged in the project document in relation to the Project Management Unit (PMU) and Divisional Management Units (DMUs) have been taken up accordingly. As against a total financial outlay of Rs. 33.10 crores for the year 2017-18, the Forest & Environment Department has so far released an amount of Rs. 25.00 crores in two instalments of Rs.10.00 Crores and Rs.15.00 crores. The progress of various tasks was appraised as below:-

I. Recruitment and engagement of personnel

(i) Contractual employees at PMU level –

- (a) *State Programme Managers*** - Against the 05 positions of approved State Programme Managers (SPMs), selection and engagement of 04 SPMs (1. Capacity Building and Institutional Development, 2. Livelihood, NRM and Inter-sectoral Convergence, 3. Knowledge Management, Publicity and Publication & 4. Audit) has been completed. The selection of SPM (GIS, MIS & Website) was attempted but no suitable candidates were found.
- (b) *Supervising staff at PMU*** – 01 No. of Accounts Manager, 01 Office Manager, 03 Accountants & 06 Nos. of GIS / MIS personnel have been selected and engaged.
- (c) *Support staff at PMU***- As against total 60 Nos. of approved posts of Support staff (PS, PA, Stenographers, DEOs, Drivers, Peons, Sweepers etc.) for PMU, so far 36 Nos. have been engaged through Service provider.

(ii) Contractual employees at DMU level –

- (a) *Subject Matter Specialist (M&E, MIS – GIS & REDD+)*** – Selection of 12 Nos. of personnel completed. The names of selected candidates have been forwarded to 12 Nos. of DMU Chiefs for engagement.

- (b) **Subject Matter Specialist (Livelihood & Rural Financing and Marketing)** – The selection process for 12 Nos. of SMS is under progress and is scheduled to be completed by 25th November, 2017.
- (c) **Project Accountants** - Selection of 12 Nos. of Project Accountants has been completed and names of selected candidates will be forwarded to the DMU Chiefs before 25th November, 2017.
- (d) **Others** – DMU Chiefs have been instructed to engage 05 Nos. of other category of project staff (01 Stenographer, 01 Computer Operator, 01 Driver and 02 Other supporting staff) through Service Provider (outsourcing).

(iii) Contractual employees at FMU level –

- (a) Two FMU Coordinators (1. Micro-planning and Livelihood Support & 2. Training and Process documentation) are to be engaged in each of the FMU for implementation of OFSDP-II. Necessary guidelines for selection of the candidates have been issued to the DMU Chiefs and they have been instructed to complete the selection and engagement by 1st December, 2017.
- (b) **Others** – DMU Chiefs have been instructed to engage other category of project staff (01 Project Accountant & 01 Computer Operator) at FMU level through service provider

II. Selection & Engagement of Project NGOs –

The selection process for the engagement of PNGOs for 12 Nos. of DMUs have been completed. However, in respect of 3 DMUs of Mayurbhanj district (Baripada, Karanjia and Rairangpur), the Hon'ble High Court of Odisha has stayed the final decision on engagement of PNGOs for these divisions. Efforts are being made to vacate the stay orders.

III. Revision of Guidelines for OFSDP-II.

- (a) Operation Manual for OFSDP-II has already been prepared and submitted to JICA for concurrence. Once concurrence of JICA is received, it will be placed for accord of approval of HPC.
- (b) VSS Management Manual (in Odia) has been published.
- (c) VSS Management Manual (in English) has been finalised and sent to press for printing.
- (d) Project Summary & Detailed Scope of Work of OFSDP-II has been published and circulated to all DMUs for guidance.
- (e) Draft Handbook on Micro Planning for OFSDP-II has been prepared and is under finalisation for printing.
- (f) Guideline for Income Generating Activities (IGA) & Utilisation of revolving Fund (RF) for OFSDP-II has been prepared and is under finalisation.

IV. Procurement of Project Management Consultant

The status was reported as follows:-

- (a) Notification of Request for Expression of Interest for selection of PMC was published on 11th May, 2017. As against this, 8 applications were received of which five firms were shortlisted based on the criteria for the project as approved by JICA.
- (b) List of five shortlisted firms along with the RFP documents for inviting proposal (technical & financial) from the shortlisted firms have been concurred by JICA vide letter no. JICA (ID) 29-595, dated 6th October, 2017.
- (c) All shortlisted firms have been communicated along with RFP document to submit the proposal latest by 21.11.2017.
- (d) Pre-proposal Meeting with the shortlisted Firms was held on 25th October, 2017 and all queries raised by the firms by 31st October, 2017 have been clarified on 1st November, 2017.
- (e) Three RFP proposals were received up to the closing date and these have been referred to the committee constituted for their technical evaluation.

V. Orientation of DMUs about the Project.

- a. RCCFs and DFOs of all 14 divisions were briefed about the project and its components, implementation modalities, strategies etc. at PMU, OFSDS on 12th April, 2017.
- b. Further all DFOs of 14 divisions were briefed on 22nd September, 2017 at PMU, OFSDS in respect of actions to be taken up at division level during the preparatory phase.
- c. Project Summary & detailed Scope of Work of OFSDP-II has been published and circulated to all divisions for information and reference.
- d. DFO cum DMU Chiefs of all forest divisions under OFSDP-II have been instructed for identification of VSSs, recruitment of project staff, construction / extension of DMU & FMU buildings etc., and to start other base works for scheduled grounding of the project.

VI. Identification of VSS and Forest areas for Project implementation.

- a. 1200 VSSs will be selected in 4 phases and 300 VSSs will be identified for first phase across 12 DMUs.
- b. Guidelines for selection of VSS and number of VSS to be selected in each FMU has been communicated to DFO cum DMU Chiefs who were supplied with respective Range maps with canopy cover based on latest Satellite Imagery data superimposed for ease of selection of VSS on cluster basis as per guideline.

VII. Extension of PMU, DMU and FMU Buildings.

- a. The existing PMU Building is to be extended to accommodate the Livelihood Resource Centre, GIS Cell and other officials of PMU. For this purpose, the BSNL has been consulted for preparation of Plan & estimates for extension of PMU Building.
- b. DMU Chiefs of 12 forest divisions have been asked to submit the plan and estimates for the extension of DMU and FMU buildings as per the provision laid in the project document.

VIII. Training and Exposure visit of Forest Officials to Japan on Satoyama initiative.

Two Forest Officers viz. Shri P.Ramasamy, IFS, DFO, Ghumsur North Division & Shri Debarchan Behera, OFS(I), DFO, Rayagada Forest Division have undergone exposure training on Satoyama initiatives on conservation of natural resources in Japan from 1st October to 3rd November, 2017.

The G.B. expressed satisfaction over the progress made so far.

5. Infrastructure development activities at PMU and DMU level and engagement of an Engineer consultant for checking of plan and estimates & supervision of works.

The G.B. was informed that under the OFSDP-II, the supporting activities involves a component of strengthening of PMU, DMU and FMU offices. This component has provision for extension of the existing buildings at PMU, DMU and FMU levels. At PMU, a three storied building with total floor area of 384.63 M² (4140 Ft²) is proposed for construction close to the existing PMU building to accommodate the Geomatic Cell, proposed Livelihood Resource Centre, space for additional PMU staff and for training facilities. Besides, in 12 Nos. of DMUs, office space over an area of 101.25M² is proposed to be developed by either extending the existing building or constructing new building to create space for office, meeting hall, training hall and for GIS facilities. Likewise in 50 nos. of FMUs, office space is also proposed to be developed by either extending the existing range office building or constructing new office building over a floor area of 60.775 M².

These infrastructure strengthening works under supporting activities for the project implementation are contemplated to be completed during the First (preparatory) year of project implementation i.e., FY 2017-18. DFO cum DMU Chiefs for OFSDP Phase-II at field level have been given instruction to identify space for extension office buildings at the Division office and Forest Ranges and to prepare the site specific plan and estimates for the same. Some of the DMUs have already submitted their Plan & Estimates for these works.

In view of non-availability of suitable technical personnel both in the field as well as in PMU for scrutiny of the plan and estimates and for the technical supervision of the works and to ensure quality of the works, it was proposed before the G.B. to engage the services of an Engineering Consultant (of Executive/ Superintending Engineer Rank) with a consolidated remuneration of Rs.75000/- per month to assist the Project Director in all aspects for these engineering works including the field supervision during the construction phase for the next 12 months period.

The G.B. after deliberations approved the proposal.

6. Accord of approval or procurement of equipment including computer, vehicle etc. for PMU and DMU for project implementation and monitoring.

The G.B. was informed that the project component, supporting activities involves strengthening of PMU, DMU and FMU offices & there is need and provision for necessary infrastructures for the purpose of mobility of staff and office automation and GIS facilities at PMU and DMU and computer facilities and survey equipments for monitoring at FMU level. This includes provision for purchase and supply of 12 nos. of four wheeler vehicles at PMU level and one four wheeler vehicles each for the implementing 12 forest divisions. It also includes equipment and other office automation/ field survey gadgets including Workstations for Geomatic cell and desktop computers at PMU level and the desktops, laptops, printers, camera, laser distance measuring instruments and GPS enabled handheld PDAs for DMUs and FMUs.

Since, all these procurements are required to be made in the preparatory year (i.e., 2017-18), to equip the PMU, 12 DMUs and 50 FMUs for implementation of OFSDP-II, it was proposed to the Governing Body to approve and authorise Project Director to effect the procurements prescribed under the component supporting activities.

The Governing Body deliberated the agenda and authorised the Project Director to effect the procurements prescribed under the component supporting activities for OFSDP-II. The G.B. also observed that the engagement of drivers under OFSDP-II shall be made on outsourcing basis through approved service providers.

7. Handling of legal cases instituted against OFSDS.

The Project Director informed that different types of litigations such as Service matters, Civil suites, Tax matters are being adjudicated in the specified statutory forums like High Court, Labour Courts, Income Tax authority/Tribunal etc. In the absence of defined mechanism to proceed in these cases the officers and staff of OFSDS are appearing before the concerned legal forum. The required support from

the Government Advocates in this regard is not available to the OFSDS since it is a Society. Therefore, whenever such cases are instituted against the Society, more particularly when these cases are required to be dealt in a short notice, in the absence of proper legal background, difficulty is being faced by the PMU of OFSDS. It was proposed to the G.B. that the PMU of the OFSDS may be allowed to appoint one Legal Retainer with a monthly fee of Rs.3,000/- for imparting opinion in different legal issues as and when required. It was further proposed that the PMU of the OFSDS may also be allowed to select a panel of Lawyers for conducting cases entrusted to them in the fees structure as proposed below:-

Sl.No.	Case type	Fee amount per day (consolidated)
1	For each writ/OA petitions before the Hon'ble High Court/ Tribunal against OFSDS	Rs. 5,000/-
2	For filing Misc. Case in High Court/Tribunals.	Rs. 2,000/-
3	Income tax matters in Income Tax Department/ Tribunal.	Rs. 2,000/-
4	For obtaining certified copy of order from Court	Rs. 300/-

The Governing Body after deliberation, approved the proposal to engage the Legal Retainer and for engagement of selected panel of Lawyers for the OFSDS along with the fee structure as proposed above.

8. Approval to the proposal of Director, National Centre for Sustainable Coastal Management (NCSCM), Chennai regarding Biodiversity Development Eco-system Health Report Card of Bhitarkanika.

It was informed to the G.B. that the OFSDP-II has a component which deals with sustainable management of Bhitarkanika Sanctuary, which is one of the largest Mangrove Eco-system. As per the Project Document an eco-system Health Report Card similar to the one which is being utilised by Chilika Development Authority and which help the Chilika Lagoon eco-system for maintaining its balance is proposed to be developed for implementation as part of the management practices in Bhitarkanika Sanctuary. This Report Card can also be utilised for the awareness creation amongst the stakeholders operating within or outside the Sanctuary and it will also help the Forest Department to plan for the effective interventions and to address the divers of degradation of eco-system. This matter was discussed for quite some time with different organisations working in this field. After a series of deliberations, National Centre for Sustainable Coastal Management (NCSCM), an organisation set up by Ministry of Environment and Forests & Climate Change, Government of India has been identified to take up the task in consideration of the fact that it is one of the few

credible organisations in the world suitable for executing such tasks requiring highest degree of professional skill. Accordingly, the NCSCM submitted a detailed proposal at an estimated cost of Rs.4.50 crores, on long term monitoring of eco-system based management for Bhitarkanika Conservation area which *inter-alia* includes development of eco-system Report Card as a management tool.

The G.B. discussed the agenda and approved the proposal to conduct this activity through NCSCM and authorised PMU, OFSDS to sign an agreement with the NCSCM after finalising other required modalities.

9. Post project sustainability of IGAs by the SHGs at VSS level and strengthening of SHG clusters of OFSDP Phase-I through Partnership Ecosystem model.

The G.B. was informed the progress in respect of Post project sustainability of IGAs by the SHGs at VSS level and strengthening of SHG clusters of OFSDP Phase-I through Partnership Ecosystem model under Partnership Eco-System Initiatives as below:

1. Contract with all five selected firms namely Ekgaon, Baitarini Initiative - Dabur India Ltd., Industree, DHRITI, Aranyak were signed on 20th April, 2017.
2. Grounding Workshops of all 10 DMUs were conducted at respective DMU level with the facilitation of PMU & NRMC during May, 2017. The officials of DMU and FMUs of the proposed Clusters were given a detailed orientation on the Partnership Eco-System Initiatives and the envisaged roles and responsibilities of each partner for smooth implementation of the project.
3. The Partner Collaborator visited all proposed Clusters and undertook a baseline survey of each cluster on availability of products, volume of products, seasonality of products, market trend, availability of infrastructure facilities for value addition, aggregation etc.
4. Based upon the baseline survey, all Collaborators except Ekgaon have submitted a perspective Business Development Plan (BDP) for five years with a detailed plan for one year. The BDP include types of products to be covered, expected volume for transaction, nature of value addition required, capacity building need of the primary stakeholders, availability infrastructure & machineries for processing and value addition. The BDP

also indicates the availability of funds with the VSS and possibility of fund mobilisation from other agencies for the proposed initiatives.

5. The first instalment of Rs.10.50 lakhs was released in favour of each of the Collaborators for preparatory works and preparation of BDP on 16.05.2017. Out of the 5 Collaborators, the selected firm Ekgaon has not submitted their Business Development Plan and the implementation plan so far. Therefore, the second instalment of Rs.6.00 lakhs each which has been released in favour of 4 other Collaborators has been kept withheld in his case.

The G.B. expressed satisfaction over the progress.

10. Any other matter with permission of the Chair.

10.1 Equipping the Regional CCF Offices under OFSDP-II for Supervision and Review of the project implementation.

The G.B. was informed that the Circle Offices having jurisdiction over the project divisions are proposed to be strengthened with human resource and office automation support under the project. These include-

1. Contractual engagement of Data Entry Operator through service providers
2. Equipment for office automation and refurbishing the office.

As these items were not covered in the decision taken in the 23rd Governing Body Meeting held on 28.02.2017, accord of approval of G.B. was solicited.

The G.B. after deliberation accorded approval to the proposal and authorised the Project Director to engage the required staff for contractual engagement and to equip the circle offices involved in project implementation.

10.2 Contractual Appointment of Retired Forest Officials of ACF/ DFO level with sufficient experience in Community Mobilisation and Forest Management.

The G.B. was appraised that under Ama Jangala Yojana (AJY) scheme, engagement of three Subject Matter Specialists was taken up in respect of three posts sanctioned in the 23rd G.B. Meeting held on 28.02.2017 and the selected candidates joined the assignment. However, two persons have left the assignment. It was, therefore, proposed to the G.B. that for filling up of the vacant posts of Subject Matter Specialists under AJY, engagement of the retired forest officers on contractual basis on consolidated remuneration as approved by the GB in 23rd meeting held on 28.02.2017 and following the

Finance Department OM No.Pen.269/11/5554/F dated 16.02.2012 may be approved.

The G.B. after discussion approved the proposal and authorised the Project Director to screen the applications of interested retired forest officers and engage suitable persons after fixing the terms and tenure of the contract

The meeting ended with a vote of thanks to the Chair.

(R.Balakrishnan, IAS)
Development Commissioner
-cum-Additional Chief Secretary &
Chairman, Governing Body, OFSDS.

LIST OF MEMBERS PRESENT

Sl. No	Name	Designation	Position
1.	Sri R.Balakrishnan,IAS	Development Commissioner-cum-Addl .Chief Secretary to Govt., Odisha	Chairperson
2.	Sri S.C.Mohapatra, IAS	Addl.Chief Secretary to Government, Forest & Environment Department.	Member
3.	Sri Subash Ch,Mishra IFS	Principal Chief Conservator of Forests, and Head of Forest Force, Odisha	Member
4.	Dr.Sandeep Tripathy,IFS	Principal Chief Conservator of Forests(WL) and Chief Wildlife Warden, Odisha	Member
5.	Sri Ajit Bharthuar,IFS	Special Secretary to Government, Forest & Environment Department	Member
6.	Sri Prasanna Ku. Behera	Honorary Secretary, NEWS, Angul	Member
7.	Sri L. K. Tewari, IFS	Addl. Principal Chief Conservator of Forests(Projects)-cum-Project Director	Member-Secretary
<u>SPECIAL INVITEES</u>			
1	Dr(Mrs) Meeta Biswal,IFS	Addl. Project Director(AJY)	
2	Sri Susanta Nanda,IFS	Addl. Project Director	
3	Dr.Pradeep Raj Karat,IFS	Joint Project Director	
4	Mr. G.V.Rao	GIS & MIS Consultant, OFSDS	