PROCEEDINGS OF THE 25TH MEETING OF THE GOVERNING BODY OF ODISHA FORESTRY SECTOR DEVELOPMENT SOCIETY HELD ON 08.03.2018 IN THE CONFERENCE HALL OF WOMEN & CHILD DEVELOPMENT AND MISSION SHAKTI DEPARTMENT, ODISHA SECRETARIAT, BHUBANESWAR

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The 25th meeting of the Governing Body (GB) of Odisha Forestry Sector Development Society was held under the Chairmanship of Shri S.C.Mahapatra, IAS, Addl. Chief Secretary, Forest and Environment Department, Government of Odisha on 8th March, 2018 at 12.00 Noon in the Conference Hall of Women & Child Development and Mission Shakti Department, Odisha Secretariat, Bhubaneswar. 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, OFSDS made an agenda-wise power-point presentation and explained the contents of the agenda to the members to facilitate discussions/decisions as detailed below:-

1. Confirmation of the proceedings of the 24th Governing Body Meeting, dated 23.11.2017.

It was informed to the Governing Body that the proceedings of the 24th Governing Body meeting of Odisha Forestry Sector Development Society held on 23,.11.2017 was communicated to all the members vide letter No.1797/OFSDP-110/2007 (Vol.-VI) dated 28.11.2017 and that no comments were received.

The Governing Body confirmed the proceedings of the 24th Governing Body meeting as such.

2. Compliance on important decisions of the 24th Governing Body Meeting, dated 23.11.2017.

Actions taken in compliance to the important decisions of the 24th Governing Body Meeting held on 28.02.2017 were presented in a tabular statement showing important decisions taken in the meeting and status of corresponding compliance. The gist of compliance is given below:-

2.1 Progress of implementation of Ama Jangala Yojana (AJY)

Governing Body was appraised that a separate Agenda Item at SI.No.4, showing up-to-date progress of implementation of AJY is placed for discussion in this meeting.

2.2 Progress of implementation of OFSDP-II.

Governing Body was appraised that a separate Agenda Item at SI.No.5, showing up-to-date progress of implementation of OFSDP-II is placed for discussion in this meeting.

2.3. Infrastructure Development activities at PMU, DMU & FMU level and engagement of an Engineer Consultant.

The G.B. was informed that the Principal CCF, Odisha has been moved for concurrence for extension of the existing PMU building in the adjoining available land. Formal concurrence of the Principal CCF, Odisha is awaited. Further, it was informed that pending receipt of concurrence from PCCF, tendering process has been initiated. It was also informed that the works for extension of DMU and FMU buildings have started in all sites and these are expected to be complete by March end.

Project Director also intimated that in view of deliberations made in the 13th HPC meeting held on 09.01.2018, the proposal for engagement of Engineering Consultant for supervision of construction works at PMU, DMUs & FMUs has not been given effect.

2.4 Procurement of computer, vehicles etc. for PMU & DMUs for project implementation and monitoring.

Project Director informed that as approved in the 24th Governing Body meeting held on 23.11.2017 the procurement of equipment including computer, vehicles etc. is under progress and will be completed within March, 2018. Chairman of the GB desired to know the number of vehicles being procured. Project Director informed that JICA has approved procurement of a total of 24 number of vehicles, out of which 12 vehicles are to be supplied to the DMUs. It was further informed by the Project Director that the existing serviceable vehicles available in the PMU will be transferred to the Divisions implementing other scheme (AJY) of OFSDS. Chairman of the GB approved the procurement and transfer of the vehicles and computers etc. and expressed that the engagement of Drivers for new vehicles shall be made only on outsourcing basis through approved Service Providers. Further, Chairman of the GB advised that all the field vehicles of OFSDP should be prominently marked outside with OFSDP logo and the caption OFSDP-II. Further, it was observed by him that the Asst. Conservator of Forests (ACF) in-charge of Afforestation should be designated as Asst. DMU Chief for implementation of OFSDP-II activities in the field and the vehicle procured for the DMU should be spared for his movements under the overall supervision of DFO-cum-DMU Chiefs.

2.5 Handling of legal cases instituted against OFSDS.

Project Director informed that in the 24th Governing Body meeting held on 23.11.2017 the proposal to engage the Legal Retainer and for engagement of selected panel of Lawyers for the OFSDS along with the proposed fee structure was approved. Action is being taken to engage suitable Legal Retainer and selected panel of Lawyers for OFSDS.

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

Project Director informed that as approved in the Governing Body held on 23.11.2017 an agreement was signed on 05.12.2017 with the National Centre

for Sustainable Costal Management (NCSCM), Chennai regarding Biodiversity Development Eco-system Health Card of Bhitarkanika. Necessary permission to carry out the study by NCSCM has been accorded by the Principal CCF (Wildlife) & Chief Wildlife Warden, Odisha vide O.O.No.891 dated 27.01.2018. Further, the NCSCM has already conducted the 1st field survey from 1st to 5th February, 2018.

2.8 Equipping the Regional CCF offices under OFSDP-II for supervision and review of the project implementation.

Project Director informed that the Governing Body of OFSDS in its 24th meeting held on 23.11.2017 approved the proposal for engagement of one DEO for each of the Regional CCF offices supervising implementation of OFSDP-II. Accordingly, concerned DMUs have been instructed for effecting the engagement of DEOs in six RCCF offices which are supervising implementation of OFSDP-II, on outsourcing basis w.e.f. March, 2018.

2.9 Contractual appointment of retired Forest Officials of ACF/DFO level with sufficient experience in community mobilisation and Forest Management.

It was informed that the Governing Body of OFSDS in its 24th meeting held on 23.11.2017 approved the proposal for engagement of retired Forest Officials of ACF/DFO level with sufficient experience in community mobilisation and authorised the Project Director, OFSDS to screen the applications of the interested retired Forest Officers and engage suitable persons after fixing the terms & tenure of the contract to fill the vacancies of Subject Matter Specialists under AJY. Necessary steps have been initiated for engagement of retired Forest Officials of ACF/DFO rank to man the existing vacancies of Subject Matter Specialists in the PMU of OFSDS.

3. Re-constitution of Governing Body of OFSDS.

Project Director informed that in the 13th meeting of H.P.C. held on 09.01.2018, a decision was taken to reconstitute the Governing Body of OFSDS under the chairmanship of Addl. Chief Secretary, Forest & Environment Department and with Director, NRLM as a new Member. A Notification to this effect has been issued by the Forest & Environment Department on 21.02.2018. It was further appraised that the matter has been taken up with JICA for their concurrence to amend the Operation Manual of OFSDP-II accordingly.

4. Rapid Training Need Assessment for OFSDP-II

Project Director informed that the Project Document of OFSDP-II prescribes for preparation of a Training Master Plan for five years. In this regard Expression of Interest (EOI) from Academic Institutions of National repute, having experience of similar assignment were invited and after evaluation of their proposals, the work has been assigned to Xavier Institute of Management, Bhubaneswar. An agreement with XIM, Bhubaneswar was executed on 3rd February, 2018. The assignment will be completed in 120 days from the date of signing of the Agreement. It was further informed that Prof. Niraj Kumar of XIM, Bhubaneswar, the designated Team Leader,

made a presentation in the PMU on 22nd February, 2018 and explained the detailed modalities of conducting the TNA Exercise.

Chairman of the GB suggested that the Training Master Plan should take into account different trainings for all stakeholders of the Project. It was further suggested by him that suitable training institutions and resource persons within the State should be identified in this exercise. The trainings of project functionaries such as Foresters, Forest Guards, VSS and SHG members shall be conducted at field level, while the training of senior functionaries may be organised in the reputed institutions of the State.

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

Project Director informed that the Ama Jangala Yojana (AJY) is operational in 23 Divisions of the state. During 2017-18 two divisions namely, Nabarangpur and Rairakhol were included while three Divisions viz. Baripada, Rairangpur & Sambalpur were taken away from implementing this scheme in view of their inclusion under OFSDP-II. A total of 2640 VSSs situated in the 183 FMUs in 23 Divisions have already been approved by the AJY Cell of OFSDS. Executive Committees have been constituted in 2363 VSSs, so far. PRA exercises have been completed in 2113 VSSs and Micro-Planning has been completed in 2058 VSSs. 1309 Micro-plans have so far been approved by respective DMU chiefs. As on 31st January'2018, a total of 113055 pillars were posted to demarcate 140219.29 ha area assigned to 2471 VSSs in 23 Divisions. A total of 2409 Drainage Line Treatment structures (Earthen Check Dams, Sunken Gully Pits, Brushwood Check Dams, LBS and Gully Plugs) have been completed under AJY in 23 divisions. Besides, a total of 4,90,950 staggered Contour Trenches in ANR without Gap areas have been completed.

It was also informed that by 31st January 2018, 156 out of 158 VSS Buildings have been completed and handed over to the VSSs. Construction of remaining 02 VSS buildings is in progress. Further, the plan and estimate in respect of 95 VSSs in Rourkela and 61 VSSs in Deogarh Division have been approved under MGNREGS by concerned District Authorities for undertaking Entry Point Activities for which 25% of funds have been provided under the State Plan. Similar initiative is being taken in some other Divisions. Chairman of the Governing Body suggested that SMC works in AJY areas may be taken up in convergence mode under MGNREGS.

It was further informed that at PMU, DMU and FMU level capacity building training programmes on AJY implementation have been completed with a total of 89298 participants and 1864 SHGs have been trained on different themes.

Chairman of the Governing Body expressed that training of the personnel on Soil & Moisture Conservation (SMC) works shall be conducted at different levels. Further, monitoring of water table in areas where SMC interventions have been taken up may also be planned.

6. Annual Action Plan and Budget for 2018-19 for AJY

Project Director informed that the approved budgetary provision for AJY, as per the approved EFC memo, for the financial year 2018-19 is for Rs.196.56 crores under State CAMPA and Rs.77.599 crores under State Plan. However, due to paucity of funds, the budgetary provision for AJY for 2018-19, has been restricted to Rs.67.91 crores under State CAMPA (APO 2017-18) and Rs.41.42 crores under State Plan. Accordingly, the number of VSSs to be covered under AJY during 2018-19 has been kept at 500. The activity wise break up under State CAMPA (APO 2017-18) and State Plan (2018-19) was presented as below:

SI.No.	Source	Activity	Cost (Rs. In lakhs)	
1	State CAMPA (APO 2017-18)	Preparatory works	183.75	
2		Support Activities	75.00	
3		Forest Restoration and plantations	6531.75	
		Total	6790.50	
1	State Plan 2018-19	Support Activities	3579.52	
2		Managerial Expenses	562.50	
		Total	4142.02	
Grand Total 10				

It was further informed that the Annual Action Plan and corresponding budgetary provisions under State CAMPA (APO-2017-18) have already been approved in the Steering Committee meeting held under the chairmanship of Chief Secretary, Odisha-cum-Chairman of the Steering Committee of State CAMPA on 24.02.2018 and the budget under State Plan have been suggested as provided in the budget proposal of Forest & Environment Department for 2018-19.

The Governing Body after discussion considered the Annual Action Plan and budget for implementation of AJY during 2018-19 and recommended the same for approval by the High Power Committee of OFSDS.

7. Progress of implementation of OFSDP Phase –II.

Project Director informed the progress of implementation of OFSDP-II as follows:-

- 7.1 Recruitment and engagement of personnel at DMU and FMU level.
- 7.1.1 Contractual employees at DMU level SMS (M&E, MIS GIS & REDD+), SMS (Livelihood & Rural Financing and Marketing), Project Accountants and other support staff engaged in all 12 DMUs.
- 7.1.2 Contractual employees at FMU level FMU Coordinators (Microplanning and Livelihood Support), FMU Coordinators (Training and Process documentation) and other support staff including Project Accountant engaged in all 50 FMUs.
- 7.2 Selection & Engagement of Project NGOs –Team Members of Partner NGOs have been positioned in 10 FMUs of 9 DMUs. Efforts are on to vacate the stay order of Hon'ble High Court of Odisha restricting engagement of PNGOs in 03 DMUs of Mayurbhanj District.
- 7.3 Procurement of Project Management Consultant: Technical Proposals of 03 shortlisted bidders were evaluated by the committee constituted for this purpose and concurrence of JICA was obtained. Thereafter, financial proposals of qualified bidders were evaluated by the committee and Evaluation Report has been sent to JICA on 12.02.2018 for concurrence. On receipt of concurrence of JICA, the highest scoring bidder will be invited for negotiation.
- 7.4 Revision of Guidelines for OFSDP-II.
- 7.4.1 VSS Management Manual both in Odia & English have been published and distributed to the field level functionaries.
- 7.4.2 Guideline for engagement of Animators have been prepared and communicated to DMUs.
- 7.4.3 Guidelines for conducting Survey & Demarcation and Cost Norm for OFSDP-II have been sent to DMUs.
- 7.4.4 Guideline for Income Generating Activities (IGA) & Utilisation of revolving Fund (RF) for OFSDP-II are under finalisation.
- 7.4.5 Handbook on Micro Planning for OFSDP-II has been finalised and will be distributed shortly.

7.5 Operational Manual of OFSDP-II

It was informed that the Operation Manual for OFSDP-II, concurred by JICA was placed before the HPC in its 13th meeting held on 09.01.2018. The HPC suggested to modify the constitution of the Governing Body of OFSDS and obtain concurrence of JICA again. Accordingly, the F&E Department has issued Resolution No 4F(S)-07/2016(Pt.) 4129/F&E Dated 21.02.2018 (*Annexure-VI*) on this matter. Thereafter, JICA has been moved vide PMU letter No. 506/OFSDP-41/2017 dated 22.02.2018 (Annexure-VII) for accord of concurrence.

- 7.6 Training & Orientation of PMU, DMUs & FMUs Staff.
- 7.6.1 Subject Matter Specialists (M&E and MIS GIS & REDD+)have been trained on project related M&E, GIS & MIS at PMU, from 4th to 16th December, 2017
- 7.6.2 Project Accountants from all DMUs and the FMUs covered in first phase of OFSDP-II have been trained on respective thematic areas at PMU, from 4th to 6th January, 2018.
- 7.6.3 Collaboration Workshop and orientation training for DFO cum DMU Chiefs, ACFs DMU and Chief Executives of Partner NGOs on implementation of OFSDP-II was conducted on 30th January, 2018.
- 7.6.4 The Subject Matter Specialists (Livelihood, Rural Financing and Marketing) have been oriented on Livelihood & Rural Financing and Marketing at PMU, OFSDS from 1st to 3rd February, 2018.
- 7.7 Exposure visit on Hi-Tech Nursery: Two teams of officials drawn from PMU & 06 DMUs, each consisting of 15 members, were sent to West Bengal Forest Department for exposure on Hi-tech Nursery & their management, from 16 18, January, 2018 and 6-8, February, 2018 respectively. The concerned DMU chiefs have been asked to submit the lay out plan & estimates of Hi-Tech nurseries for their Divisions, which will be discussed and finalised at PMU.
- 7.8 Financial Progress of implementation of OFSDP-II during 2017-18.

It was informed that all preparatory activities of OFSP Phase-II are being undertaken as per the approved Action Plan for the year 2017-18. As against the approved budget of Rs.33.10 Crore for FY 2017-18 for implementation of Annual Action Plan, an amount of Rs.25 Crore was received as Grant in Aid from State Government. So far, an amount of Rs. 17.30 crores has been released by the PMU and a reimbursement claim of Rs. 4.24 crores has been submitted to DEA (MoF).

The Chairman of the GB desired to know the reason for gap between the releases made so far and the reimbursement claim preferred. It was informed that most of the activities in the preparatory year are relating to setting up of infrastructure, manpower etc. for which delay in accounting has taken place. Chairman of the GB directed that all out efforts shall be made to prefer the reimbursement claims at the earliest in future.

8. Action Plan and Budget for 2018-19 for implementation of OFSDP-II

Project Director informed that as per the Project Document of OFSDP-II, the following items of work are envisaged for execution of OFSDP-II during the financial year 2018-19:

Item of work	Cost (Rs. in crores)
Preparatory Works	12.45
Sustainable Forest Management	11.84
Sustainable Biodiversity Management	1.15
Livelihood Improvement	6.61
Capacity Development	6.59
Support Activities	14.65
Administrative Cost	10.09
Consulting Services	3.35
Total	66.73

Project Director stated that the Annual Action Plan of OFSDP-II for 2018-19 has been accordingly prepared. The Sustainable Forest Management interventions during 2018-19 will include works both under Non-JFM mode and JFM mode. Under non JFM mode, the works proposed, *inter-alia*, includes consolidation and demarcation of forest boundaries (474.50 kms.), ex situ SMC works (187.50 kms.) and construction of Hi-Tech Nurseries in six Divisions i.e., at the rate of one nursery in each of the Project implementing Circle. The sustainable forest management in JFM mode includes ANR, Block Plantation, SMC measures and Fire Protection measures in 300 VSSs. The target of activities to be taken in JFM mode were presented as below:-

SI. No.	Activity	Unit	Target
1	ANR without Gap	На	4577
2	ANR with Gap planting (400 plants)	На	7629
3	ANR with Gap planting (800 plants)	На	3052
4	Fuel-wood and Fodder plantation	На	987
5	NTFP plantation	На	673
6	Economic plantation	На	135
7	Drainage line treatment	Kms	448.75
8	Fire Protection	Kms	511.58

The Governing Body after discussion considered the Annual Action Plan and budget for implementation of OFSDP-II for 2018-19 and recommended the same for approval by the High Power Committee of OFSDS.

9. Annual Plan of Operation for 2018-19, in respect of OFSDP Phase-I, to utilise the accrued interest money for furtherance of activities taken up under OFSDP Phase-I.

Project Director informed that the Odisha Forestry Sector Development Project Phase-I (OFSDP-I) was implemented from 2006-07 to 2015-16. Odisha Forestry Sector Development Society, which is the implementing agency has accrued the interest on grant in aid which, as per the operational manual, could be utilised in implementation of the project and furtherance of the project activities in the

implementing Divisional Management Units. An amount of Rs.13.34 crores is available with the Society. The following items of work were proposed for utilisation of these funds -

(a) Repair and maintenance of 50% of VSS Buildings constructed during implementation of OFSDP-I

It was informed that during the implementation of OFSDP Phase-I, 2400 no. of VSS buildings were constructed as the community mobilisation centres and Village Resource Centre besides as the venue for various VSS and SHG activities in the Project villages. These buildings were constructed from 2007-08 to 2010-11 at a cost of Rs.1.10 lakh each. Now, many of these buildings require repair and maintenance to put them for use by the VSSs/ EDCs and for purpose of continuation of project interventions mainly the livelihood activities undertaken by SHGs. It was proposed by the Project Director to undertake repair and maintenance of 50% of these buildings (about 1200 buildings) during 2018-19, by spending a maximum amount of Rs.50,000/- per building, for which a total cost of approximately Rs.6.00 crore will be required. These repair works will be taken up after making the assessment of quantum of repair works by the respective DMU Chiefs. Funds required for this purpose will be allotted to the concerned DMU Chiefs for undertaking these repairing works.

(b) Incentive to Farmers

It was informed that under OFSDP-I, a total of 9487Ha area belonging to 14301 No. of farmers was covered under Farm Forestry. As per the scheme, there is provision for payment of incentive to the farmers on the basis of survival of more than 60% of planted seedlings after 2nd and 4th year of planting. The rate of incentive to be paid after the second year is Rs.2.50/- per plant for hardwood species and Rs.1.50/- per plant for softwood (pulpwood) species and that after the fourth year is Rs.3.50/- per plant for hardwood species and Rs.1.50/- per plant for softwood species. The overall survival percentage of trees grown under Farm Forestry component under OFSDP-I has been assessed to be more than 70%. The 4th year incentive to the farmers in two DMUs namely Koraput and Rayagada which was due for payment during 2016-17 was not paid as the same could not be assessed for want of field verification reports. Estimatedly an amount of Rs. 31.50 lakhs may be required for payment as 4th year incentive to the farmers in Koraput and Rayagada Divisions. The A.G. Odisha has also pointed out this in their Audit Report. It is, therefore, proposed to pay these outstanding incentive dues to the eligible farmers during 2018-19.

(c) Return of EMD/SD

The outstanding liability of OFSDP Phase-I which exists in the form of refund of EMD/SD is payable to concerned person/agencies for settlement of accounts of OFSDP-I. The total amount involved, assessed to be Rs. 25 lakhs is proposed to be paid out of the accrued interest fund of OFSDP-I during 2018-19.

Accordingly, an Action Plan for utilising the accrued interest money of OFSDP-I available with the Society was submitted as below:-

OFSDP Phase-I ANNUAL ACTION PLAN 2018-19				
Item of activity	Actual Cost (Rupees in lakhs)			
Renovation of the 50% of the VSS/EDC Buildings constructed under Phase-I (@ Rs.50,000/- per unit)	600.00			
Incentive to Farmers of the Farm Forestry plantations raised during OFSDP-I	31.50			
Return of EMD/SD	25.00			
Total	656.50			

The Governing Body after deliberation approved the Action Plan and corresponding Budget for 2018-19 in respect of accrued interest money of OFSDP-I available with the Society

10. Approval of the internal audit report of OFSDS for the financial year 2016-17 & Appointment of Internal Auditor for the Financial Year 2017-18.

It was informed that the Governing Body of Odisha Forestry Sector Development Society (OFSDS) in its 23rd meeting held on 28.02.2017 authorized the Project Director, Odisha Forestry Sector Development Project (OFSDP) to engage / continue suitable Chartered Accountant firm for audit of accounts of Odisha Forestry Sector Development Society (OFSDS) for financial year 2016-17. Pursuant to this decision, M/s. MARP Associates, Chartered Accountants was appointed as the Internal Auditor of the Odisha Forestry Sector Development Society (OFSDS) for the financial year 2016-17. The agency has carried out the audit of the accounts of the PMU & concerned DMUs separately for OFSDP-I, AJY, IGARA & CATP for the financial year 2016-17. The reports submitted by the Chartered Accountant was placed before the Governing Body for kind appraisal. It was informed that no specific observation regarding mis-appropriation have been made by the auditor in this report and that most of the observations are advisory in nature.

The Governing Body (GB) after deliberations approved the internal audit reports of Odisha Forestry Sector Development Society (OFSDS) for the financial year 2016-17.

Project Director further informed that accounts of the Odisha Forestry Sector Development Society (OFSDS) for the financial year 2017-18 in respect of PMU & DMUs need to be audited for OFSDP-I, OFSDP-II, AJY, CATP, IGARA & GIS/MIS (funds received from Department of Agriculture). The Governing Body was requested to authorize the Project Director, OFSDP to engage suitable Chartered Accountant firm after fixing the required terms & conditions.

The Governing Body deliberated on the matter. Chairman, Governing Body desired to know the fee of the Chartered Accountant engaged for auditing the accounts of the Society during 2016-17. It was informed that the fee was Rs.1.92 lakh plus GST as admissible. After discussion, the Governing Body authorised Project Director, OFSDP to engage/continue the Chartered Accountant firm after assessing the quantum of work. Chairman, Governing Body directed that once the engagement is made approval of the Governing Body may be solicited.

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

(L.K.Tewari,IFS)
Addl. Principal Chief Conservator
of Forests(Projects) -cum- Project Director,
OFSDS, Bhubaneswar.

(S.C.Mahapatra, IAS)
Addl. Chief Secretary to Government,
Forest & Environment Department
& Chairperson, OFSDS, Bhubaneswar.

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Annexure- I

LIST OF MEMBERS PRESENT

SI. No	Name	Designation	Position			
1.	Sri S.C.Mahapatra, IAS	Addl.Chief Secretary to Government, Forest & Environment Department.	Chairperson			
2	Sri Ajit Bharthuar,IFS	Special Secretary to Government, Forest & Environment Department	Member			
3.	Sri A.K.Pathak, IFS Chief Conservator of Forests, Afforestation, O/O the PCCF, Odisha (Representative of PCCF, Odisha)		Member			
4	Sri Prasanna Ku. Behera	Honorary Secretary, NEWS, Angul	Member			
5.	Sri L. K. Tewari, IFS	Addl. Principal Chief Conservator of Forests(Projects)-cum-Project Director	Member- Secretary			
SPECIAL INVITEES						
1	Dr(Mrs) Meeta Biswal,IFS	Addl. Project Director(AJY)				
2	Dr.Pradeep Raj Karat,IFS	Joint Project Director				