

MINUTES OF THE 15TH MEETING OF SLPMC OF OTELP HELD ON 9.6.2011 AT 4.30 PM IN THE MINI CONFERENCE HALL OF ST & SC DEVELOPMENT DEPARTMENT, GOVERNMENT OF ORISSA

At the outset, Programme Director, OTELP welcomed all the members of the committee to the 15th meeting of the State Level Programme Management Committee. The list of members present in the meeting is at Annexure-A. The following was discussed and the decision taken by the SLPMC thereon, are as below :

1) **Confirmation of the Proceeding of the 14th Meeting of SLPMC**

Minutes of the 14th meeting of SLPMC, held on 23.12.2010 has been circulated to all the members of the committee vide Letter No.12 / Dtd.4.1.2011. The committee confirmed the minutes.

2) **Action taken on key decision of the 14th Meeting of SLPMC and progress made so far on the same:**

P.D., OTELP presented the actions taken on the key recommendations of the 14th meeting. The report was acknowledge by the committee as below :

- A) It was intimated to committee by the P.D. that some innovative steps have been taken to expedite the progress of expenditure as per Annual Work Plan & Budget. The Subject Matter Specialists at PSU are monitoring on a regular basis the work of the ITDAs and services of different experts have been hired to give support at the ITDA level and at the PSU level to expedite the expenditure.
- B) As regards to hiring of technical services as approved by the last SLPMC, it was informed to the committee that the following have been engaged with approval of Commissioner-Cum-Secretary, ST & SC Development Department and Chairperson, OTELP :
- 1) 5 nos. of Senior Engineers, one each at Gunupur, Nawarangpur, Koraput & Th. Rampur ITDAs and one at PSU.
 - 2) 5 nos. of Horticulture Experts, one each at Paralakhemundi, Balliguda, Th. Rampur, Koraput & PSU.
 - 3) One Livestock Expert at PSU, OTELP.
- C) As recommended by the 14th SLPMC, remuneration of Community Mobilisers have been enhanced from Rs.2,000/- to Rs.3,000/- per month and honorarium of Village Volunteers has been enhanced from Rs.200/- to Rs.500/- per month w.e.f. 1.1.2011.
- D) The committee was also informed regarding Launching of OTELP Plus at Koraput on 19.04.2011, by Hon'ble Chief Minister of Odisha for 251 Micro Watersheds spread across 12 blocks of these 2 districts.
Proposal for OTELP Plus programme in 80 MWS of Paralakhemundi and 50 MWS in Gunupur is ready and will be submitted to govt. for approval.
- E) The committee was informed regarding selection of FNGO's for OTELP Plus. As per recommendation of SLPMC, XIMB, Bhubaneswar had prioritized the FNGO's to work in OTELP Plus and the Selection committee under the Chairmanship of RDC (SD) have

selected the FNGOs from this list on 9.5.2011. The same shall be presented to the Programme Steering Committee for approval, after which they shall be engaged by the ITDAs.

F) The committee was also informed that the recruitment for Subject Matter Specialists for OTELP Plus have been completed and the offer for appointment have been issued.

3) **Action taken on key recommendation of MTR-II of 2010**

P.D. informed the committee that out of the 33 recommendation made by MTR-II during their visit in October, 2010, 20 of the recommendation have been complied to and other are in the process of being complied. The next JRM is scheduled in the month of August, 2011 and all the recommendations would have been acted upon to be presented before the JRM.

4) **Progress made on OTELP and OTELP Plus**

The progress made in OTELP and OTELP Plus was deliberated by the committee. The committee was informed that from the budget outlay of Rs.44 crores, only Rs.30.63 cr have been spent during 2010-11. SOE for Rs.26,39,55,575/- have been filed out of the above expenditure.

The members advised that the progress on expenditure should be enhanced so as to achieve the current year's targets and SOE for the balance expenditure is to be submitted at the earliest.

5). A. Approval of Annual Work Plan & Budget (AWPB) for 2011-12:

Programme Director, OTELP apprised the Committee on the proposed AWPB for the Financial Year 2011-12. The same was deliberated by the Committee and as the AWPB has been prepared based on the VDLPs (Village Development and Livelihood Plan) prepared on the ground, the Committee approved the same as below:

Sl No.	Programme Components	Budget for 2011-12 in Rs. Lakhs
1	Programme Management	636.12
2	Capacity Building for Empowerment	840.04
3	Livelihood Enhancement	4718.32
4	Participatory Forest Management	279.43
5	Support for Policy Initiatives	88.83
6	Community Infrastructure Fund	809.84
7	Development Initiative Fund	524.11
8	Food Handling	50.00
Grand Total		7946.69

The detail is at Annexure – B.

B. Appointment of Statutory Auditor:

It was proposed by the Programme Director that the same, CA Firm may be reappointed for the Financial Year 2010-11 at the same Audit Fee of Rs.91,756/-. In keeping with the provisions of Programme Implementation Manual (PIM) Chapter 8 Clause 10.8, the SLPMC approved the same after deliberation.

C. Approval of Audit Fees for Independent Audit of Phase I VDCs:

As the Programme is in its exit State in Phase I VDCs, Programme Director proposed before the Committee to have Independent Audit of all the Phase I VDCs before the Assets are transferred to the community. The Audit Fee for the same was deliberated upon by the Committee and @Rs.1,000/- per VDC per annum, the Committee approved for undertaking Independent Audit for all the 135 Phase I VDCs.

The Committee also approved the financial involvement towards fees per annum at Rs.1,35,000/- (for 135 VDC's) and for six years Rs.8,10,000/- (2005-06 to 2010-11).

6. The following matters was also taken up for deliberation by the Committee:

A. Creation of Posts and hiring of Support Staff for OTELP Plus at PSU Level:

The Committee was informed that OTELP Plus will be operational at present in 251 Micro Watersheds and number of Micro Watersheds will increase with extension of this Programme to other OTELP districts. The Programme Director informed that it will be extremely difficult to plan, implement and monitor the programme while providing suitable support by the PSU to the field units with the present level of staff. For the time being, SLPMC recommended that the following Posts may be created at PSU and the matter will be placed at PSC for its approval:

1. Additional Programme Officer (Planning, Monitoring & Evaluation) (on contract –from Open Market)
2. Office Assistants 2 Nos. (On contract from Open Market)
3. Section Officer 1 – (To be deployed by the Govt.)

The Committee advised the Programme Director to prepare the ToR along with the remuneration for the contractual post to place it before the SLPMC for its approval.

The Committee also approved hiring of two candidates through Service Provider at Rs.4,000/- per month to function as Class IV Staff to manage the increased floor space of OTELP

building and to take care of the official records of OTELP Plus. The hiring will be co-terminus with the project, without any liability.

(B). Enhancement of TA / DA of OTELP Personnel:

The enhanced TA and DA, approved by the Commissioner-Cum-Secretary, ST & SC Development Department and Chairperson, OTELP was deliberated and approved by the Committee, as per Annexure – C.

(C). Qualification of WDT:

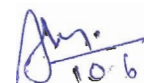
The Committee also approved the delegation to the Collector-Cum-Chairman, DLPMC for approving in deserving cases the engagement of WDT Members with lesser qualification but with sufficient experience, in view of the unavailability of suitable candidates in some of the areas, where OTELP is operating.

(D). Amendment MoU between FNGO and ITDAs:

The Committee was informed regarding the MoU between ITDAs and the FNGOs, which was approved in the 1st Meeting of SLPMC and modified in the 8th Meeting of SLPMC. In view of certain inadvertently worded clauses in the MoU, the disbursement to the FNGOs may invite tax under the Income Tax Rules.

The Programme Director, OTELP suggested amendments of the same at six different places suggested by Chartered Accountants, which was deliberated by the Committee and was approved as per Annexure D. The Committee also approved that this amended MoU will come into effect retrospectively, from the date in which the MoUs was signed by the ITDA's and FNGO's.

The Meeting ended with vote of thanks to the Chair and all the Members present.



Commissioner-Cum-Secretary
ST & SC Development Department
& Chairman, SLPMC

Annexure - A

**Members Present in the 15th Meeting of SLPMC of OTELP held on 9.6.2011
at 4.30 PM in the Mini Conference Hall of ST & SC Development
Department**

Sl. No.	Name	Designation
1	Sri Santosh Sarangi, IAS	Commissioner-Cum-Secretary, ST & SC Development Department
2	Sri Deepak Mohanty, IFS	Additional Secretary Forest & Environment Department
3	Sri Sanjeev Chadha, IFS	Director, ST & SC ST & SC Development Department
4	Sri Susanta Nanda, IFS	Programme Director, OTELP
5	Sri Aurobinda Mishra, OFS	Additional Secretary Finance Department
6	Sri Bibhu Prasad Sarangi, OAS	Under Secretary Revenue & D.M. Department
7	Sri A.C. Samantaray, OFS	Financial Advisor ST & SC Development Department
8	Sri Niranjana Sahoo	Manager, Watershed Mission
9	Dr. N.K. Panda	Joint Director, P & C Dept.

Annual Work Plan & Budget 2011-12

Sl. No.	Programme Components	Budget for 2011-12 in Rs. Lakhs
1	PROGRAMME MANAGEMENT	
1.1	<i>Salary of OTELP Staff</i>	405.02
1.2	<i>Office Running Cost</i>	146.70
1.4	<i>Furnitures, Computers and Equipments</i>	38.00
1.4	<i>Meetings, Reviews, M&E</i>	46.40
1	PROGRAMME MANAGEMENT (TOTAL)	636.12
2	CAPACITY BUILDING FOR EMPOWERMENT	
2.1	<i>Community Empowerment & Management</i>	125.38
2.2	<i>Beneficiary Skill Upgradation</i>	164.24
2.3	<i>Training to the FNGO Staffs and Other Line Deptt.</i>	50.67
2.4	<i>Traing to the ITDA & PSU Staffs</i>	30.00
2.5	<i>FNGO Implementation Cost</i>	
2.5.1	Honorarium of WDT Members including TA& DA	275.55
2.5.2	Honorarium of Community Mobilizers	75.15
2.5.3	Cycle grant to the Phase II FNGOs	0.00
2.5.4	Office Overhead to the FNGO	11.43
2.5.5	Mobility Support to the FNGO Representative	7.62
	<i>Total FNGO Implementation Cost</i>	369.75
2.6	<i>RNGO Supprt for Capacity Building</i>	
2.6.1	Technical Assistance & Consultancies	100.00
	CAPACITY BUILDING (TOTAL)	840.04
3	LIVELIHOOD ENHANCEMENT	
3.1	<i>Land & Water Management</i>	4185.32
3.2	<i>Production System Enhancement</i>	
3.2.1	<i>Agriculture & Horticulture Development</i>	235.35
3.2.2	<i>Livestock & Acquaculture Development</i>	30.37
3.2.3	<i>Rural Financial Services</i>	0.00
3.2.4	<i>Adminstrative Cost to the VDC</i>	
3.2.4.1	For Phase VDCs	53.52
3.2.4.2	For Phase II VDCs	107.04
3.2.5	<i>Studies & Consultancies on Livelihood Enhancement</i>	100.00
3.2.6	<i>Additional mobility support to ITDA</i>	6.72
	LIVELIHOOD ENHANCEMENT (TOTAL)	4718.32
4	PARTICIPATORY FOREST MANAGEMENT	279.43
5	SUPPORT FOR POLICY INITIATIVES	88.83
6	COMMUNITY INFRASTRUTURE FUND	809.84
7	DEVELOPMENT INITIATIVE FUND	524.11
8	FOOD HANDLING	50.00
	GRAND TOTAL	7946.69

Annexure -C

The enhanced allowances for the staff of OTELP in respect of TA / DA on tour are outlined below:

1. Travel Entitlement on Tour for PSU Staff and ITDA Staff

Designation	Cash Allowance		Lodging Allowance subject to a ceiling of Rs.		Lodging allowance without receipt in Rs.	Local Conveyance per day in Rs. Where office vehicle will not be available
	Inside State	Outside State	Inside State	Outside State		
A) Staff at PSU for visiting Programme Districts inside the State and other places outside the States	180/-	380/-	1000/-	3000/-	150/-	i.400/ (for outside the State) ii.200/- (for inside the State)
B) Staff posted at ITDA's for tour inside the programme district	180/-	N.A.	500/-	N.A.	100/-	N.A.
C) Accounts Assistant, Office Assistant, Steno-Cum-DEO, DEO	180/-	380/-	1000/-	i).2000/- (Micro city, New Delhi, Mumbai, Chennai, Kolkota, Bangalore and Hyderabad and other State Capitals ii) 1500/- for all other places	150/-	200/-
D) Accounts Assistant, Office Assistant, Steno-Cum-DEO, DEO	150/-	300/-	500/-	1000/-	100/-	150/-

Note:

2. For any day not spent wholly outside the headquarters the quantum of cash allowance admissible will be as under:
For tour of :
Less than 3 hours: Nil
Between 3 to 9 hours : 50%
Above 9 hours : Full
3. While claiming Lodging allowance on total ceiling, claimant is to produce the bill and the money receipt. However, if free lodging is providing by any Organization / Institution, no lodging allowance would be admissible.
4. Reimbursement of the cost of Hotel accommodation shall not be entertained as a matter of course. Before allowing such reimbursement the controlling officer shall satisfy himself about bona fides of the claims with reference to the voucher produced by the Officer concerned.
5. The rate of allowance for transportation of personal effects on transfer for the staff of OTELP will be same as per the provisions contained in OTA Rules.

**PROPOSED AMENDMENT TO MEMORANDUM OF UNDERSTANDING
BETWEEN ITDA AND FNGO**

<i>Sl No.</i>	<i>Page No.</i>	<i>Para No.</i>	
1	1	1	After the name of the ITDA, we may add "A Society Registered under the Societies Registration Act 1860"
2	2	Last Para	"has agreed to undertake same at the agreed contracts fee as per" should be replaced by "is to be aided by Grant-In-Aid to be spent in"
3	3	1	"ITDA shall engage FNGO" should be replaced by "ITDA shall use the services of FNGO"
4	6	Last Para	"FNGO will be paid for the activities undertaken by them" should be replaced by FNGO will be required to take up the activities"
5	7	1	"Payment will be made after deducting the Income Tax due as per the Income Tax Rules. However, no Income Tax will be deducted if a certificate of exemption from the Competent Authority is produced to that effect by FNGO" The whole Para is to be deleted.
6	7	Last but One	"On termination of engagement of FNGO" should be replaced by on termination of the services of FNGO"