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Minutes of the 3rd Meeting of the State Level Programme Management Committee of OTELP held on 18.04.2005 at 4.00 PM in the Office Chamber of Commissioner-Cum-Secretary, ST&SC Development Department of Orissa Secretariat, Bhubaneswar

List of Members present :

1. Smt. Alka Panda, IAS
Commissioner-Cum-Secretary
2. Sri N.P.Dash, OAS (I)
Director, Panchayati Raj Dept.
3. Sri Raghu Prasad, IFS
Addl. Director, Watershed Mission
4. Sri N.K.Burma, OAS(I)
Joint Secretary, F & E Department
4. Sri C.R. Satapathy, OAS (I)
Deputy Director, P&C Department
5. Sri Mahendra Mallik, OAS
Under Secretary, Finance Dept.
6. Sri R.K. Choudhury, OAS(I)
Jt. Secretary, STSCDD
(Special Invitee)
7. Sri L.K. Muduli, OFS (I)
AFA-Cum-Under Secretary
ST&SC Development Department
8. Sri Deepak Mohanty, IFS
P.D., OTELP

At the outset the Chairperson welcomed the members and initiated the discussion on the Agenda items.

1. Review of progress of programme implementation

The details of sequential achievement under the Orissa Tribal Empowerment & Livelihoods Programme up to end of March, 2005 were discussed. The ~~Chairperson~~^{P.D.} explained to the participants that the field activities have been taken up in 10 blocks of the four Phase – I districts covering 110 micro watersheds, selected at the district level through District Watershed Development Committees as per the selection criteria and taking care to avoid duplication/overlapping with the Watershed Development Programme under implementation by the Watershed Development Mission. These micro watersheds include 332 no of programme villages and cover nearly 55000 ha of treatable area. The norm for different work components has been fixed as per the guidelines prescribed by Gol for Watershed Development. The schedule of release of funds to the FNGOs (functioning as Programme Implementing Agencies under OTELP) has been approved by the SLPMC in its second meeting held on 10th November, 2004. The representatives of FNGOs and their WDT members have been given training at IMAGE, Bhubaneswar, for getting acquainted with the activities to be taken up under OTELP and the modalities of base line survey for fixing the bench mark, PRA techniques and preparation of Village Development and Livelihoods Plan. Simple formats for House hold survey and Base line survey have been provided to them. The watershed wise baseline survey, PRA exercise and

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preparation of VDLPs are in progress and likely to be completed for all the programme villages by end of June, 2005.

The total expenditure up to end of March, 2005 has been Rs. 1,45,79,652/-, the details of which are given below.

Sl. No.	Programme Component	Expenditure in Rs.	
1	Capacity Building for empowerment	4,41,368	
2	Programme Management	Salaries & Allowances	21,78,337
		Technical assistance	64,015
		Contractual Services	6,58,100
		Vehicles, Equipments & Materials	42,99,975
		Other incremental operating costs	9,37,857
3	Livelihood Enhancement	Credit	60,00,000
4	Total	1,45,79,652	

As against the above expenditure, the proposal of re-imburement for an amount of Rs. 1,35,39,000/- has been sent to the Department of Economic Affairs, Ministry of Finance, Govt. of India through Finance Department, Govt. of Orissa.

The committee ^{took note of} ~~approved~~ the progress of work during the year 2004-05 and expected a healthy continuity of the same during 2005-06.

2. Annual Work Plan and Budget, 2005-06

The Chairperson explained that the Watershed development activities in the programme villages have been planned as per the guidelines of GoI. Each micro watershed includes nearly 500 ha of treatable non forest area and 150 ha of Reserved Forest area. The interventions in the non-forest area are to be taken up by the Village Development Committees (VDCs) under the direct guidance of the FNGOs and supervised by the staff of OTELP, while the silvicultural operations in the R.F. areas are to be taken up by the Van Samrakshana Samitis (VSSs) through the Forest Department. Accordingly the Annual Work Plan and Budget for the year 2005-06 has been prepared as follows:

Implementation - Phase - I
Year - I

FNGOs		Blocks		Watersheds		Villages	
Engaged	Likely to be engaged during 2005-06	Work started	Work likely to be started during 2005-06	Work started	Work likely to be started during 2005-06	Work started	Work likely to be started during 2005-06
10	3 (Pradan, Jagruti, Antodaya)	9 (Gajapati : 3, Koraput : 3, Kalahandi : 2, Kandhamal: 1)	1 (Tumudibandha) <i>Davengji be Ji</i>	110	30	332	90

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Activities planned and Financial outlay proposed:

7. **Capacity Building for empowerment:** Training and exposure visits of Village level communities, FNGOs, WDT members, OTELP staff etc. – Rs. 266.04 lakhs (out of the funds available for Capacity building under Watershed Development and Livelihoods components)
8. **Livelihood Enhancement:** Land & Water Management, Production System Enhancement, Rural Financial Services and Community Infrastructure on Watershed basis in the treatable non-forest area and Participatory Forest Management in the associated forest area required to be treated with a view to achieve an integrated development of the area resulting in sustainable livelihood for the villagers of the programme villages – Rs. 1940.50 lakhs (20% of total norm under Watershed Development and Livelihoods components and additional funds for Participatory Forest Management as per prevailing cost norm of Forest Department)
9. **Programme Management:** Provision of staff salaries, office equipment and furniture, vehicles, and administrative expenses for the PSU at the State level and the ITDAs. Orientation & Annual Review workshops and visits at the state and district level and stakeholder workshops, setting-up of MIS and M&E systems at PSU and ITDA levels and sequential documentation of implementation of Programme activities - Rs. 215.34 lakhs
10. **Support for Policy initiatives:** Lumpsum Rs. 75 lakhs
11. **Development Initiatives Fund:** Lumpsum Rs. 100 lakhs
12. **Food Handling:** Lumpsum Rs. 10 lakhs

Total Financial Outlay proposed : Rs. 2606.88 lakhs

The Committee approved the Annual Work Plan and Budget for the year 2005-06.

3. Rate of DA to be payable to the staff of OTELP

It was explained by the Chairperson that the PSC in its second meeting on 25th August, 2004 has approved the rate of DA for the contractual staff of PSU. Keeping the same in view the traveling allowance entitlement to the staff of OTELP (Contractual & Govt. officers) for tours within / outside the State has been proposed as follows:

A. Tours inside the Programme District for the staff posted under ITDAs

The staff of OTELP posted in ITDAs shall, for the purpose of T.A. be in the 1st Grade as admissible under the Orissa TA Rules, 1954. The entitlement will be as follows:

- iv. Actual travel expenses by public transport system by road in shortest route.
- v. The DA shall be admissible only when the tour is performed beyond 8 km. of the city/town limit of the headquarters and at a graduated rate as provided under Orissa TA Rules.
- vi. In case the staff is allowed free boarding and lodging at the expense of the Govt., he shall be entitled to get 1/4th of the daily allowance admissible to him at the station concerned. If only boarding or lodging is allowed free to such staff, he may draw daily allowance at one half of the admissible rate.

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B. Tours outside the Programme District and inside the state for the staff posted under ITDAs and Tours inside the state for the staff posted under PSU

- v. Actual travel expenses by AC-II tier or wherever destination is not connected by Rail, travel by public transport system by road in shortest route.
- vi. The DA including accommodation (i.e. boarding, lodging, DA etc.) will be Rs.350/- per day for tours within the State subject to a maximum monthly limit of Rs.5000/- and shall be admissible at a graduated rate as detailed below
- | | |
|---|----------|
| a. Absence less than 6 hrs | Rs.100/- |
| b. Absence less than 12 hrs but exceeding 6hrs. | Rs.200/- |
| c. Absence more than 12 hrs without night halt | Rs.250/- |
| d. Absence more than 12 hrs with night halt | Rs.350/- |
- vii. In case the staff is allowed free boarding and lodging at the expense of the Govt., the staff shall be entitled to get 1/4th of the daily allowance admissible to him at the station concerned. If only boarding or lodging is allowed free to such staff, he may draw daily allowance at one half of the admissible rate.
- viii. In case Govt. accommodation is allowed on payment, the staff will be entitled to reimbursement of accommodation charges and in addition, one half of the daily allowance admissible to him at the station concerned subject to the condition that the total entitlement should not exceed the amount as specified under ii above.

C. Tours outside the States

- v. Actual travel by AC-II tier or wherever destination is not connected by Rail, travel by public transport system by road.
- vi. The DA rate will be Rs. 1500/- per day (consolidated) in case of tours to places like New Delhi, Mumbai, Chennai, Kolkata and Bangalore; and Rs. 1200/- for Hyderabad and other State Capitals and Rs. 1000/- for other places.
- vii. In case the staff is allowed free boarding and lodging at the expense of the Govt., the staff shall be entitled to get 1/4th of the daily allowance admissible to him at the station concerned. If only boarding or lodging is allowed free to such staff, he may draw daily allowance at one half the admissible rate.
- viii. In case Govt. accommodation is allowed on payment, the staff will be entitled to reimbursement of accommodation charges and in addition, one half of the daily allowance admissible to him at the station concerned subject to the condition that the total entitlement should not exceed the amount as specified under ii above.

~~It was further clarified that the above rate is the lowest compared to other organizations like IDCO, IDCOL, APICOL etc.~~

After thorough deliberation, the Committee approved the proposal placed as above.

4. Programme Implementation Manual

It was explained to all the participants that the draft Programme Implementation Manual including the Financial and Administration Regulations for OTELP has been prepared by the PSU largely drawing on the existing regulations of Societies formed for implementing the projects of very similar nature

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including Bihar Education Project, Jharkhand Tribal Development Programme, Orissa Electricity Regulatory Commission and Orissa State Disaster Mitigation Authority, Orissa Watershed Development Mission and orders and resolutions issued by GoO for the OTELP Programme, to facilitate smooth implementation of the above innovative programme. The manual/regulations framed herein is/are not meant to be static; and they will be further evolved and improved as the Programme cruises along towards meeting its goal and objectives. As decided in the first meeting of the Programme Steering Committee, the above manual was scrutinized by Sri Ullas Das (Retd Joint Secy, Finance, GoO), who suggested certain changes in the draft. The same were incorporated and the manual has been further improved through suggestions and views obtained in a series of meetings with the Chairperson, OTELP, the Joint Secy, STSCDD, GoO, A.F.A. cum Under Secy, STSCDD, GoO, Chartered Accountant, APICOL etc.

The Committee approved the draft Manual to be forwarded to the Finance Department for necessary concurrence.

The meeting ended with the vote of thanks to the Chair and all the members present.

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19/11/2005
(Smt. Alka Panda, IAS)

Chairperson, SLPMC and Secretary
ST & SC Development Department