

No. Ft. (PF)-6/2018/HPC & Governing Body Meeting/Vol. I/ 285-313  
Society for Improvement of Forest Ecosystems Management & Livelihoods in HP

Dated Shimla, the 25.05.2021

From: Chief Project Director (JICA-PIHPFEM&L)  
and Member Secretary  
Potters Hill, Summer Hill, Shimla-5

To

- |     |   |                |
|-----|---|----------------|
| 1.  | Principal Chief Conservator of Forests (HoFF)   | Co-Chairperson |
| 2.  | Chief Wild Life Warden/PCCF (WL)  | Member         |
| 3.  | Vice Chancellor, Himachal Pradesh University, Summer Hill, Shimla-5 or its representatives                                    | Member         |
| 4.  | PCCF (Finance & Planning)   | Member         |
| 5.  | Managing Director of the HP Forest Development Corporation  | Member         |
| 6.  | APCCF (Management)  | Member         |
| 7.  | APCCF (Administration)  | Member         |
| 8.  | APCCF (Working plan) at Mandi   | Member         |
| 9.  | APCCF (Research) at Sundernagar   | Member         |
| 10. | CCF (Projects)  | Member         |
| 11. | CCF (IT)  | Member         |
| 12. | All FCCU-cum-CCF/CF under JICA Forestry Project (JICA-PIHPFEM&L)  | Members        |
| 13. | Representative for Department of Agriculture, Horticulture, Animal Husbandry, UHF, Nauni and Agriculture University, Palampur | Members        |
| 14. | Member Secretary, State Biodiversity Board HP   | Member         |
| 15. | Director (Ayurveda)   | Member         |
| 16. | Convener, SLBC or its representative  | Member         |
| 17. | Representatives for NABARD  | Member         |
| 18. | Project Director (M&E), Kullu   | Member         |
| 19. | Project Director (Administration, Finance & Audit), PMU Shimla  | Member         |

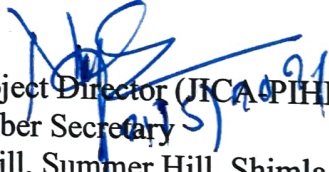
Subject: Proceedings of the 5<sup>th</sup> Meeting of Governing Body of Society for Improvement of Forest Ecosystems Management & Livelihoods in H.P. (Regd.) for implementation of JICA assisted "Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods.

Dear Madam/Sir,

The 5<sup>th</sup> Meeting of the Governing Board of Society for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods in H.P. of the JICA assisted "Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods" was held on 06.04.2021 under the Chairmanship of Addl. Chief Secretary (Forests) to the GoHP. The proceedings of the same, after incorporating the observations of the Pr. CCF (HoFF)-cum-Co Chairperson of the Society, and approved by the Addl. Chief Secretary (Forests) to the GoHP is enclosed for your kind information and further necessary action, please.

Encl: As above

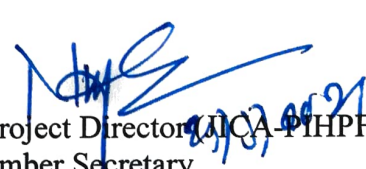
Yours sincerely,

  
Chief Project Director (JICA-PIHPFEM&L)  
and Member Secretary  
Potters Hill, Summer Hill, Shimla-5

Endst. No. Ft. (PF)-6/2018/HPC & Governing Body Meeting/ ~~314-317~~ Dated Shimla, the 25.05.2021

Copy is forwarded for information and necessary action to:-

1. PS to ACS (Forests)-cum-Chairman Governing Body of Society for Improvement of Forest Ecosystems Management & Livelihoods in H.P. for favour of information, please.
2. Joint Secretary (Forests) for information and further necessary action, please.
3. Additional Project Director (JICA-PIHPFEM&L), Kullu.
4. Additional Project Director (JICA-PIHPFEM&L), Rampur.

  
Chief Project Director (JICA-PIHPFEM&L)  
and Member Secretary  
Potters Hill, Summer Hill, Shimla-5

## PROJECT FOR IMPROVEMENT OF HIMACHAL PRADESH FOREST ECOSYSTEMS MANAGEMENT & LIVELIHOODS (JICA FUNDED)

**PROCEEDINGS OF THE 5<sup>TH</sup> GOVERNING BODY MEETING OF THE SOCIETY FOR IMPROVEMENT OF FOREST ECOSYSTEMS MANAGEMENT & LIVELIHOODS IN HIMACHAL PRADESH HELD AT H.P. SECRETARIAT SHIMLA ON APRIL 06, 2021 AT 10:30AM UNDER THE CHAIRMANSHIP OF ADDITIONAL CHIEF SECRETARY (FORESTS) TO THE GOVERNMENT OF HIMACHAL PRADESH**

The 5<sup>th</sup> meeting of the Governing Body of the Society for Improvement of Forest Ecosystems Management and Livelihoods in HP (PIHPFEM&L) was held in the Conference Hall, Armsdale Building, HP Secretariat, Shimla, on 06.04.2021 under the Chairmanship of Sh. R.D. Dhiman, Additional Chief Secretary (Forests) to the Govt. of H.P. the list of the participants is annexed as annexure A (Page1)

At the outset, the Chief Project Director-cum-Member Secretary Governing Body welcomed the Chairman and other members of the Governing Body. He gave a brief introduction to the Project's goals, objectives and expected outcomes.

Thereafter, with due permission of the Chair, Agenda items were taken up for deliberations and decisions as under;

### **AGENDA ITEM: 1.**

**Review of Agenda items of the 4th meeting of the governing body held on 26.11.2020.**

Agenda Item No.	Agenda/Decision	Action taken
1.	Review of the agenda items of the 3rd Meeting of Governing Body.	Reviewed the agendas of 3 <sup>rd</sup> GB meeting. <b>Item is dropped.</b>
2.	Statement showing Physical and Financial Progress for year 2020-21 till date.	Reviewed in 4 <sup>th</sup> GB Meeting. <b>Item is dropped.</b>
3.	Revision of APO for 2020-21, in view of Covid-19 situation	APO was revised to the tune of Rs. 34.78 Cr. for FY 2020-21. The expenditure at the end of FY is 34.14 Crs. Physical and Financial

		achievements being placed as a separate agenda. <b>Item is dropped.</b>
4.	The status of reimbursement claims FY 2020-21	Reviewed in 4 <sup>th</sup> GB Meeting. <b>Item is dropped.</b>
5.	Additional Funds for Range Level Nurseries – DMU Parvati & DMU Mandi for Nursery Improvement Works	As approved by GB additional Funds have been provided to DMU Parvati and DMU Mandi as proposed over and above the JICA provision for range level nurseries. <b>Item is dropped.</b>
6.	Nursery raising of Chilgoza at DMU Kinnaur and Seabuckthorn by DMU Lahaul and Spiti WL	Training on propagation and Planting Techniques of Chilgoza was provided to DMU, Kinnaur, Spiti and Lahaul by the Experts of HFRI whereas training on the nursery techniques and propagation of seabuckthorn was provided to the DMUs Kinnaur, Lahaul and Spiti by the expert of Agriculture University, Palampur. They also agreed to impart training to the field staff at their Research Centers on propagation and harvesting techniques of Seabuckthorn as and when required. <b>Item is dropped.</b>
7.	Jadi-Butti Cell Progress and IGA Models for Commercial Propagation of Medicinal Plants	The execution of all the five Models as approved by 4 <sup>th</sup> GB has been started in the field. Detail has also been given at new agenda item no. 12 <b>Item is dropped from here.</b>
8.	Permission for Hiring of Vehicles for PMU Shimla Office and FTU Level	The tender was floated for hiring of 16 Nos. of vehicle for Batch-I Ranges. Since no tenderer has filled the tender as such the tender is being floated again with minor modifications. The tender for hiring of vehicle for Batch-II ranges will be

		<p>floated subsequently.</p> <p><b>Item is dropped.</b></p>
9.	Requirement of more Retd. HPFS Officers to expedite implementation of project activities in the field.	<p>Services of 5 Nos. of Retd. HPFS Officers has been hired and hiring of the services of one more retd. HPFS is in pipeline and will be in place shortly.</p> <p><b>Item is dropped.</b></p>
10.	Requirement of more Retd. ROs/Dy.ROs, for Job assignment of SMS in the field till the requisite staff is deployed	<p>Services of 9 Nos. of Retd. ROs/ Dy. ROs have been hired and hiring of the services of five more retd. ROs/ Dy. ROs is in pipeline and will be in place shortly.</p> <p><b>Item is dropped.</b></p>
11.	Review and proposal regarding increase in salary of the different categories of staff to be hired through HPNRMS/Other outsource Agencies.	<p>As approved action has already been taken.</p> <p><b>Item is dropped from here.</b></p>
12.	Announcement made by Hon'ble Forest Minister during his visit to JICA PMU Shimla Office on 20.08.2020	<ol style="list-style-type: none"> <li>1. Kangra Inclusion: the matter has been taken up with CCF (T) Dharamshala to delineate the ranges of all Forest Divisions of Kangra district where the other two projects i.e. KFW &amp; IDP are not in operation.</li> <li>2. Horticulture plants: Proposals have been invited from the DMUs in this regard. None of the DMUs have made any proposal and demand for funds so far.</li> <li>3. Navgrah vatika: Proposals from four DMUs i.e. Bilaspur, Mandi, Theog and Rohru have been received for establishment of Navgrah Vatikas. Provisions of funds for the same are being made in the APO of FY 2021-22.</li> </ol>

		4. Local SWC Consultant: Services of the SWC consultant have already been in place. <b>Item is dropped.</b>
13.	Review of Project Management Consultants (PMC)- update for the Governing body	Action has been taken. <b>Item is dropped.</b>
14.	Livelihood Activities identified during Micro Planning Process of Batch-I (VFDS/BMC Sub-Committee)	Seven livelihood activities models have been approved in 4 <sup>th</sup> GB meeting out of which execution of 03 have been started in the field and rest of 04 are under process. Business plan for 15 SHGs has been prepared. <b>Item is dropped.</b>

**Any other Agenda: -**

1.	Replace/Re-designate the post of Clerk as "Monitoring Assistant" to JICA Regional Office, Kullu.	The decision of the Governing body has been implemented. <b>Item is dropped.</b>
2.	Shifting of Addl. /Project Director, Rampur (JICA-PIHPFEM&L) Office to Chief Project Director (JICA-PIHPFEM&L), Shimla Office.	As decided by Governing body the request to post one HPFS Officer as APD (Training and Capacity Building) at Shimla has been made. <b>The action on the same is still awaited.</b>
3.	Inclusion of all 7 CCFs/CFs (FCCU Offices) as Members of the Governing Body.	The decision of 4 <sup>th</sup> GB has been implemented. <b>Item is dropped.</b>
4.	Salary correction for PMU Outsourced staff.	The matter has been taken up as new agenda. <b>Item is dropped from here.</b>
5.	Declaring Superintendent in PMU as Sub disburser.	Action has been taken <b>Item is dropped.</b>
6.	CPD, PIHPFEM&L (JICA Funded) to be authorized to engage two workmen (Class IV) from Outsource Agency at PMU Office, Shimla.	The services hired through outsource agency as approved. <b>Item is dropped now.</b>

**Review of the pending Agenda Items of the 3<sup>rd</sup> Meeting of Governing Body**

Agenda Item No.	Agenda/Decision	Action taken
13.	Outsourcing the task of Drones for Planning and Monitoring. CCF (Finance) o/o PCCF (HoFF) suggested that the scope of Drone Survey and Mapping for monitoring should be extended to the entire state instead of focusing in the project areas only to make it cost effective.	The tenders have been floated again 2 <sup>nd</sup> time. <b>In addition to the requirement of the Project, Chairman Governing Body advised that to begin with, the Drone Survey should be started on pilot basis on a compact area, may be in one Range and then these Drones shall be used for mapping/monitoring the works of the entire department.</b>
17.	Construction of a new Project Building, adjacent to Project Headquarter at Potters Hill, Summer Hill, Shimla	Permission of JICA has been received the matter is under process with DFO, Shimla as deposit work.
18.	Announcement made by Hon'ble Forest Minister at the time of Inauguration of the JICA Project Office- Emplacement of Statue of Late Ms. Sushma Swaraj, Ex. Hon'ble External Affair Minister Gol.	The matter has been taken up with DFO Shimla, CWLW. Response is still awaited. <b>Item is dropped.</b>
20.	Providing Video Conferencing facility to all Project area offices.	In compliance to the agenda, <i>CPD JICA was required to get the video conferencing facility of the department updated in consultation with the IT Wing which has not been done so far. Compliance may be reported in next GB meeting. Item is Dropped from here.</i>



22.	Minor amendments in Operation Manual.	The matter will be taken up as an agenda in the General body meeting to be held on 07.04.2021. <b>Item is dropped from here.</b>
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- PCCF-cum-cochairperson of GB expressed her reservation on Agenda 9 and Agenda 10 <sup>of 4<sup>th</sup> GB Meeting</sup> and had specifically mentioned that the instructions in Notification no. FFE-A (B) 2-3/2018 dated 26.07.2018 of ACS (Fts), GoHP and subsequent/related Notifications there upon may be kept in view. Status with regard to this may be apprised separately in the next meeting.

**Decision:** The GB was apprised of the action taken on the decisions of 4<sup>th</sup> meeting of the Governing Body of the Society for Improvement of Forest Eco systems Management and Livelihoods in HP (PIHPFEM&L), held in the conference hall, Armsdale building, HP Secretariat, Shimla, on 26.11.2020 against each item of Agenda-1.

**AGENDA ITEM: 2.**

**PHYSICAL AND FINANCIAL PROGRESS FOR THE YEAR 2020-21.**

The 5<sup>th</sup> Governing Body was apprised the physical and financial progress of the various activities up to 31.03 2021 and the report was placed before the Governing body for perusal at Annexure-A (page-34)


**Decision: After deliberations, the 5<sup>th</sup> Governing Body expressed satisfaction and approved the Physical & Financial progress for the year 2020-21.**

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**AGENDA ITEM: 3.****Status of Reimbursement Claims for the FY 2020-21:-**

The 5<sup>th</sup> Governing Body was apprised that the PMU is filing the reimbursement claims on monthly basis and the Donor Agency (JICA India) and DEA are approving the same on regular basis. For the pending reimbursement of PMC Fees, it is being pursued with DEA and JICA.


Sr. No	Month	Total Expenditure	Loan amount (Re-imbursable amount)	Counterpart funding (Non-Reimbursable-State share)	Status of Re-imbursement Claims (Column no. 4)	Remarks
1	2	3	4	5	6	7
1	April'20	27,17,865	16,26,110	10,91,755	Received	
2	May'20	51,47,887	35,59,253	15,89,564	Rs. 19,44,746/- Received, Balance of Rs. 16,14,507/- of PMC payment, is yet to receive	
3	June'20	45,98,069	66,34,818	14,03,778	Received	
4	July'20	66,99,801	61,85,682	13,14,119	Received	
5	Aug'20	1,10,30,045	1,00,17,160	18,28,440	Received	
6	Sept.'20	3,14,27,151	2,95,83,754	18,65,373	Received	
7	Oct'20	1,49,47,714	1,56,54,754	17,76,339	Received	
8	Nov'20	2,08,30,345	1,89,77,141	19,89,611	Received	
9	Dec'20	6,26,12,518	6,07,20,365	26,91,914	Received	
10	Jan'21	1,28,43,258	1,09,95,892	19,46,314	Received	
11	Feb'21	2,64,17,873	2,45,19,672	19,67,459	Filed, under process	
12	Mar'21	14,21,25,502	-	-	Will be filed in current Month, please	
	<b>Total</b>	<b>34,13,98,028</b>	<b>18,84,74,601</b>	<b>1,94,64,666</b>		

 **Decision:** The Governing Body showed satisfaction on the progress and status of reimbursement claims till 31.03.2021.

**AGENDA ITEM: 4.**

**Balance Sheet and Audit Statement of the "Society for Improvement of Forest Ecosystem Management & Livelihood in Himachal Pradesh" for the year 2019-20:**

The Balance Sheet of the Society for the year 2019-20 was placed before the Governing Body at Annexure-C (Page-41). GB was apprised that the Audit of the Society (including 25 field offices) for the year 2019-20 have been conducted by the Chartered Accountant as well as Accountant General of HP. Minor observations/Audit Para will be replied in due course of time.




**Decision:** The Governing Body showed satisfaction on the Balance sheet and Audit Statement and approved the same.

AGENDA ITEM: 5.

RATIFICATION OF THE EXECUTIVE COMMITTEE OF 'SOCIETY' (EC)  
DECISIONS TAKEN DURING 2020-21.

Governing Body was apprised that for day-to-day Project functioning, follow up and guidance, provision of the EC under the Chairmanship of the CPD has been made in the 'Society' (Page -67 of OM). The EC is to meet every month and during the year 2020-21, the EC had its 4 meetings and many issues pertaining to the effective implementation of the Project were discussed and decisions were taken. In every meeting the follow up of the decisions taken in the previous meeting was discussed and the proceedings of each meeting was drawn and circulated to all the functional units. The same are placed as Annexure-D (page 51). DCF (Projects) o/o PCCF (HoFF) raised the observation that the Agendas of EC on which decisions falls within the preview of powers delegated to the Chief Project Director need not to be brought to the GB except the Agendas that required ratification by Governing Body. At this, Chairman Governing Body decided that even if the matter pertains to Executive Committee, it is noted for information of the GB.



**Decision: Governing Body decided that even if the matter pertains to Executive Committee, it is noted for information *and the only issues which are beyond the powers of EC be brought to GB meeting.***

**AGENDA ITEM: 6.**

**APPROVAL OF APO FOR FINANCIAL YEAR 2021-22.**

The CPD-cum-Member Secretary <sup>unproposed</sup> appraised that the APO for the financial year 2021-22 to the tune of Rs. 64 Crore as per the JICA Document has been prepared and placed before the Governing Body as Annexure E (page 57) for consideration and Approval.



**Decision: After deliberations, Governing Body Approved the APO for Financial year 2021-22 to the tune of Rs 64 Crs, as proposed.**

AGENDA ITEM: 7.

ADDITIONAL FUNDS TO DMU THEOG FOR NURSERY IMPROVEMENT WORKS.

The Governing Body was apprised that DMU Theog has requested for additional funds to the tune of Rs. 5 lakhs to expedite the completion of essential works such as vermin-compost chamber, water supply scheme, Green house etc. at Reoghati Range Level Nursery of Kotkhai Range.

 **Decision: The Governing Body approved the agenda as proposed.**


**AGENDA ITEM: 8.**

**APPROVAL TO CARRY OUT PLANTATIONS AND SMC WORKS AT VFDS KHOKHAN-I IN DMU PARVATI IN DEPARTMENTAL MODE AS A SPECIAL CASE.**

Governing Body was apprised that a part of the PFM Mode activities under the JICA Project, Plantations and SMC Works in 10 ha area was approved against VFDS Khokhan-I in Parvati Division for FY 2020-21, where in the Advance Works related to Plantations (Afforestation & Enrichment) were already carried out in FY 2019-20.

DMU Parvati has sent a case vide letter No. JICA/7222/ dated 17.02.2021 informing the PMU office that owing to the arising of sudden disputes between the Executive Committee Members of the VFDS – Khokhan-I and incidences of encroachment in the plantation areas, the said VFDS has expressed its disinterest to carry out the necessary activities and stands to be dissolved for re-constitution.

It is proposed that since the advance works has already been carried out in the identified intervention area and necessary nursery stock has also been raised, therefore, as a special case, the pending works related to Plantations and SMC Works may be approved to be carried out in Departmental Mode in FY 2021-22 at the plantation site in VFDS – Khokhan-I under DMU Parvati. CF Kullu also explained the ground reality to the Governing Body thereby endorsing the proposed Agenda.

 **Decision: The Governing Body approved the agenda as proposed.**



**AGENDA ITEM: 9.**

**Training Calendar and Exposure visits of the Stakeholders for the year 2021-22**

The training calendar for the year 2021-22 was placed before the Governing Body for consideration and approval (Trainings **Annexure-F (page 65)** and Exposure visit **Annexure-G (page 67)**). GB was also apprised that approximately 1530 different stakeholders were imparted training by organizing Workshops, Trainings and Exposure visits during the yr 2020-21. The trainings includes component wise Trainings, Gender Trainings, Environmental & Social Consideration Trainings etc. and exposure visits include the visits within state & outside state for different Stakeholders such as HPFD Staff, PMU Staff, Representatives of VFDS, CIG/SHG, GP Mobilisers/Ward Facilitators, Social Staff under the project.


**Decision: The Governing Body approved the Training Calendar and the Exposure Visits as proposed in the Agenda.**

**Agenda Item: 10.**

**Adoption of IDP Norms for Training & Exposure visits of Frontline staff of HPFD & Community Level Committees:**

Governing Body was apprised that the PIHPFEM&L has been following the HPFD norms for the Training & Exposure visits of frontline staff of HPFD & Community Level Committees but in the approved norms of HPFD for Training and Exposure visits for different stakeholders some items like Boarding & Lodging of Village/ Community Level/ Ward/Gram Sabha Level (within State) are not incorporated.


The GB was apprised that the Executive Committee of HPNRMS, IDP Project Solan Annexure-H (Page 68) has approved the modified HPFD norms for IDP by incorporating items like Boarding & Lodging of Village/ Community Level/ Ward/Gram Sabha Level (within State). Therefore it was proposed that the same norms being more comprehensive be also adopted in PIHPFEM&L. CCF (Finance) raised observation regarding the adoption of two different kinds of norms in one particular area. He apprehended that IDP norms may create discrepancy in the field. The CPD explained that the IDP also revised their norms because some of the items like Boarding & Lodging of Village/ Community Level/ Ward/Gram Sabha Level (within State) are not there in the existing HPFD norms. He further informed that in the absence of the items, different DMUs are following different rates. After deliberations, the Chairman directed to bring comparative details of the two norms in the next GB.

 **Decision:** The Agenda was deferred for next GB meeting with the direction to bring ~~✓~~ comparative details and a new proposal for PIHPFEM&L keeping in view the existing norms of HPFD and the IDP. If needed be brought on single file.

**AGENDA ITEM: 11.**

**Proposal for Pre-fabricated Modern Training Hall at Mandi**

The Governing Body was apprised about the requirement of Pre-fabricated training hall equipped with audio-visual and other facilities at Mandi with a capacity of 50 persons to cater to the trainings needs of the VFDSs members/Ward Facilitators/Community members and the SHGs regularly for comprehensive training programme has been prepared which will continue for coming 5 years. At present we have two Forest Training Institutes at Chail & Sundernagar whose capacity are being utilized for imparting trainings but generally the calendar of two institutes is quite packed. If we go for hiring halls/hotels from private parties it will cost heavy rent per day.

 **Decision: Governing Body recommended that the proposal submitted by DMU Mandi needs to be re-examined thoroughly and the item is dropped from here.**

## AGENDA ITEM: 12.

### JADI-BUTI CELL PROGRESS AND MODELS FOR COMMERCIAL PROPAGATION OF MEDICINAL PLANTS:

The Governing Body was apprised that the work on the models as approved in the 4<sup>th</sup> GB is on and the progress is as under:

- ❖ For propagation of Palmarosa grass, 10 Ha forest areas have been identified in Amarpur Dhingoo ward, Ghumarwin Range of Bilaspur Division. Certified quality seeds (50 kg) were procured from CSIR-CIMAP, Lucknow and Regional Centre, Pantnagar. Advance work in the concerned area has been completed following which sowing will be done in the coming monsoon season.
- ❖ The locations have been identified at Slapper and Kataula in district Mandi for promoting leaf manufacturing units by utilizing locally available Taur plant. The group undertaking this activity/enterprise has been registered under the society registration act and the supply order for procurement of leaf plate making machine has been placed through GeM by DMUs.
- ❖ *Paris polyphylla* (Satua) seeds (2kg) have been collected by DFO, Chopal Division and subsequently sown in the nursery. The required quantity of seed is being procured in April 2021 and will be put in two nurseries of Chopal and Rohroo for multiplication and its subsequent transplantation.
- ❖ One group has been identified at Tikkari, Mandi for collection & compression of Chil needles into briquettes. The first collection of needles is expected in the month of May, 2021. Similarly, one group is being formed at Malari, of Bilaspur division.
- ❖ The reports from the different Institutions is being received and analyzed by JB cell and new models for the different species are being worked out.

For the current Financial Year in addition to the ongoing models, JB Cell has prepared another "Five Models" for commercial propagation of the Medicinal and Aromatic Plants which are placed as **Annexure- I (page**


73-82). These models were placed for consideration and approval of the GB.

During deliberations, Dr. M.L. Thakur, representative of HP State Biodiversity Board Shimla raised the issue of ban on collection of Patish (*Aconitum heterophyllum*) from wild and its trade whereas some other members of the GB had difference of opinion on this issue.

CF Kullu apprised the GB that this ban may be for over exploitation of the naturally grown species from the wild but not on its propagation. He pointed out that the export permit for its trade is still being issued by the Forest Department.

Programme Manager (marketing) Jadi-Buti Cell PMU JICA project apprised the GB that while exploring the market for possibility of the trade of Patish grown by the communities, he found that the market rates of this species are already displayed on the GoI website for its export and there is no such mention of ban on its trade.

CCF (Working Plan and Research) apprised that HPFD is also running a scheme "Van Samridhi Jan Samridhi" having similar mandate and expressed that the PIHPFEM&L should collaborate with CCF (Research) and the DFOs in the field. At this the CPD informed that the entire implementation in the field is being done through DFOs/CCFs and sought the cooperation of CCF (Research) also in the implementation.



**Decision:** After deliberation the Governing Body approved the proposed Five Models for their implementation in the field as proposed.


**AGENDA ITEM: 13.****TABLING OF DOCUMENTS/PUBLICATIONS prepared till 31-03-2021:**

The GB was apprised that the process of preparation of need based documents is a ongoing process in the Project. Following publications/ manuals prepared by PMU/PMC as listed below were tabled before the Governing Body for information and consideration:

S.No.	Publications/Manuals
1	Newsletters (Addition I II & III)
2	PRA Guidelines ( English)
3	Social Audit Guidelines( Hindi)
4	Livelihoods Manual ( English)
5	FEMP Guidelines( Hindi)
6	Plantation Journal( PFM& Department mode)
7	Nursery Journal
8	SHG Proceeding Register
9	SHG Account register
10	Individual Pass book & Documents
11	Business Plan template

In addition to the above, the following documents are also ready but are under printing:

S.No.	Publications/Manuals
1	Ward Facilitator Manual
2	SHG Manual
3	Convergence Strategy
4	Participatory Forest Management (PFM) (Manual for Field Workers)
5	Framework for livelihood strategy plan



<b>Decision: The Governing Body showed satisfaction on the publications/ manuals displayed.</b>
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**AGENDA ITEM: 14.**

**APPROVAL FOR TA TO PMU OUTSOURCED STAFF (INCLUDING JB CELL) AS PER GoHP POLICY GUIDELINES 01-07-2017 REGARDING STAFF DEPLOYED ON OUTSOURCE BASIS:**

The Governing Body was apprised that the project has engaged outsourced staff (including Jadi-Butti Cell) under various categories from three different agencies viz. HPNRM Society, Solan; NRTC, Parwanoo; and MS Services Pvt. Ltd. The matter regarding the TA/DA to the outsourced staff is not clearly elucidated and there is anomaly in reimbursement of TA/DA across staff categories. While the outsourced staff engaged through HPNRMS and NRTC are getting TA/DA, nonetheless, for other staff categories the TA/DA claim is not mentioned.

It was apprised that the clarity on TA/DA has been made by the government vide notification No. Fin(C)-B (15)-8/2013 dated 01.07.2017 (copy enclosed as **Annexure-J, page 83**). It was further apprised that as per OM page 25 (2.6.2), GB is empowered for *"All entitlements including TA, DA, Medical Reimbursements, Telephones, LTC etc. would be as per Government of Himachal Pradesh order regarding service conditions for Government / PSU employees working on deputation to Externally Aided Projects, and amendments from time to time or as decided by the Governing Body of the Society."*

As such, it was proposed before the GB that the TA/DA claim for all outsourced staff (including JB Cell) under JICA assisted PIHPFEM&L, may be approved in accordance with the above-mentioned GoHP notification.



**Decision: The Governing Body approved the Agenda as such.**

**AGENDA ITEM: 15.**

**POSITION OF STAFF DEPUTED UNDER (JICA PIHPFEM&L):**

A. Status of the Staff to be deployed by HPNRMS Solan: Governing Body was apprised about the latest staff status as given below:

Name of Post	Requirement sent to HPNRMS	Staff Given	Under Transfer	Still Required
SMS(Forestry & Biodiversity)	14	-	-	14
SMS (M&E)	1	-	-	1
FTU Coordinator	57	20	4	41
Accountant-cum-Computer Operator	30	12	3	21
Class-IV	10	7	-	3
<b>Total Staff Requirement through HPNRMS Solan</b>				<b>80</b>

The Chairman Governing Body expressed its concern for slow pace of recruitments by HPNRMS.

B. The Governing Body was apprised that Dr. Aman Sharma who was giving services as Programme Manager (Forestry & Biodiversity) has left the job w.e.f. February, 2021. This position of Programme Manager (Forestry & Biodiversity) is highly technical in nature. We have already made a request to NRTC Parwanoo to provide the substitute but as per our past experience, NRTC Parwanoo takes at least six months to one year to recruit new person.

GB was requested to give approval to hire the services of one appropriate Retd. Forest Officer as Programme Manager (Forestry & Biodiversity) until the suitable substitute provided by Outsourced agency (i.e. NRTC Parwanoo). It was proposed that the new incumbent will be paid the fixed emoluments @ Rs. 50,000/- per month.

C. The Governing Body was also requested to allow to hire the services of one Class-IV from outsource agency in place of recently transferred class-IV from PMU office.

**Decision:** The agenda item was considered by the Governing Body and approved the proposal 'B' to hire the services of one retired Forest Officer as Programme Manager (Forestry & Biodiversity) until substitute provided by NRTC Parwanoo and also approved the proposal 'C' to hire the services of one class-IV employee through outsourcing agency already shortlisted by the PMU i.e. MS Services subject to instructions contained in Notification no. FFE-A (B) 2-3/2018 dated 26.07.2018 of ACS (Fts), GoHP and subsequent/related Notifications there upon.



**AGENDA ITEM: 16.**

**SALARY CORRECTIONS FOR PMU OUTSOURCED STAFF:**

Proposal to enhance the emoluments of PMU outsourced staff notionally @ 15% of the basic pay w.e.f from April 2020 was placed before the GB for consideration and approval.

GB was also apprised that by enhancing the salary of these categories as proposed @15 % per month, total expenditure to the tune of Rs 1 Lakh approximately will be the additionalities per month.

A comparative statement depicting the category wise emoluments w.r.t. Tripura JICA forestry Project was also placed before the Governing body.

 **Decision: The Governing Body deferred this agenda to the next GB.**

**AGENDA ITEM: 17.**

**AMENDMENTS IN THE OPERATION MANUAL OF JICA ASSISTED PIHPFEM&L:**

Governing Body was apprised that the Operation Manual of JICA assisted PIHPFEM&L was approved by High Power Committee, Chaired by the Chief Secretary to the GoHP on dated 01/08/2018. The Operation Manual is a living or dynamic document with room for subsequent revisions, alterations, additions and improvements with the mutual consent of all the parties. The GB was apprised that the proposed amendments/ratifications in the Operation Manual are required for the smooth functioning and to meet the instructions of the GoHP from time to time.

**Decision: The Governing Body after consideration deferred the agenda and directed to put up again in the next GB with more clarity on the proposed amendments.**

*GT*

Agenda Item: 18.

Guidelines for Community Procurement – VFDSs/ BMC Sub-committees:

The CPD, JICA Forestry project presented the details of the VFDS /BMC sub-committees under the JICA Forestry Project. He underlined that 400 VFDSs, 60 BMC sub-committees and 920 SHGs are to be constituted. Out of these 265 VFDS and 60 BMC Sub committees has been constituted. As per the Project requirement, the funds pertaining to the PFM mode activities are transferred to the VFDS accounts, which are the registered bodies under “HP Societies Act”. These Community Based Organizations (CBOs) have to engage themselves in various procurements and execution of various activities under PIHPFEM&L (JICA Funded) such as Plantations, SMC works, and petty small civil works, procurement of goods & equipments and also services for accomplishment of various project activities / interventions under PFM mode. While for the Departmental mode Activities, the standard guidelines/Norms are being followed, there are no such Operating procedures for the PFM mode activities.

With a view to streamline and simplify the process of Execution and Procurements by these VFDSs & BMC sub-committees, Standard Procurement Procedures/Guidelines for VFDS/SHGs/BMC to implement PFM Mode activities and Livelihood Activities under PIHPFEM&L was placed before the Governing Body for Consideration and approval.

During the deliberation, APCCF (Management & Admn) suggested that the proposed two categories of the procurements costing more than Rs. 1, 00,000 to Rs. 5, 00,000/- and Rs 500000/- to Rs 1000000/-, should be clubbed and the procurements be got done by DMUs by following the Departmental procedure and the President of the VFDS should also be associated in such procurements for PFM mode activities.

*PCCF (HoFF) and co-chairperson expressed that since there are financial ramifications, the matter may be first got examined by Deputy Controller (F&A) or finance department.*

CCF (Finance) however suggested that JICA and finance of department will together work out the modalities which was agreed.

*Decision: ACS (Fts) agreed that JICA and Finance of the Department will sit together and work out the modalities which will be brought up in the next meeting or on single file.*



## **AGENDA ITEM: 19.**

### **Revision of Cost Sharing in Livelihood Income Generation Activities approved in 4th GB Meeting for disadvantaged groups:**

The GB was appraised that the Livelihood and Income Generation Activities are one of the major components conceived by the Project since its inception. During the implementation phase of the JICA Forestry Project, issue of revision of cost sharing in livelihood income generation activities came before the 4<sup>th</sup> Governing Body in which certain decisions were taken by the GB detail of which was given in the Agenda. It was further appraised by the Project Director (M&E) that the Business Plans of Mushroom Cultivation, Handloom- Khadi, Cutting and Tailoring, Knitting, Sepu Badi preparation, vermin compost, etc. have been prepared and are under implementation. During preparation of Business Plans of these Income Generation Activities it has been noticed that the Vulnerable groups i.e., SC, ST, Poor women of the SHGs, actively participate in plan preparation initially but when come to know about 50% beneficiary contribution in Capital cost, they start withdrawing themselves away from SHG/CIG activities. On enquiring about their reluctance, it was found that many of these disadvantaged households although want to continue with SHGs /CIGs Income generation Activities but don't have money / cash to share their contribution in 50% Capital cost and recurring cost of Business Plan. Due to their poor socio- economic conditions they are not able to contribute their share and are withdrawing from project IGAs. At this the Chairman of the GB asked the representatives of the Banks to make suggestions on the issue. It was suggested that the 50% subsidy on the capital cost be enhanced to 90% to all the SHGs/CIGs. The representative from NABARD suggested making a provision of subsidy of 5% interest rate on the loan from Bank/Financial Institutions for SHG/CIGs. PD Kullu informed that in Mid Himalaya Project also there was a provision of 90% subsidy on the Capital cost and stressed upon that the limit should be enhanced from 50% to at least 75% to all the SHGs/CIGs.

After deliberation it was decided that the existing provision of 50% to general SHGs/CIGs as decided in the 4<sup>th</sup> GB will be continued but with the addition

that these SHGs/CIGs will get the subsidy of 5% interest rate on the loan from Bank/Financial Institutions for SHG/CIGs. Further the subsidy to the SC/ST/Poor women will be enhanced from 50% to 75%. The Chairman desired that the subsidy of 5% interest rate will be given directly to the Bank/Financial Institution and this facility will be only for three years. The Chairman Governing Body stressed upon the need to maintain photographic and video graphic record of all the assets created for the community under the project.

**Decision:** After deliberation the GB decided that:

1. The existing provision of 50% contribution from the Project to SHGs/CIGs as decided in the 4<sup>th</sup> GB will continue. In addition, these SHGs/CIGs will get the subsidy of 5% interest rate on the loan amount from Bank/Financial Institutions.
2. The subsidy of 5% interest rate will be deposited directly to the Bank/Financial Institution by DMUs and this facility will be only for three years.
3. SHGs/CIGs have to pay the installments of the Principal amount on regular basis.
4. The contribution from Project on capital cost for the SC/ST/Poor women SHGs/CIGs is enhanced from 50% to 75%.

## AGENDA ITEM: 20.

### ANY OTHER AGENDA WITH THE PERMISSION OF THE CHAIR

#### 1. Zero Budget Organic Farming:

The Chairman Governing Body suggested that instead of focusing much on vermi-composting the concept of "Zero Budget" farming should be promoted. If required technical assistance from Agriculture Department can be taken.

#### 2. Propagation of Sea-buck thorn in Lahaul and Spiti Area:

The Chairperson Governing Body expressed his concern regarding the propagation, cultivation and marketing of Sea-buckthorn and Chilgoza Species that are economically and nutritionally highly valuable. For this purpose, he suggested to hire the services of *an expert* who has vast experience and expertise in the field of propagation, cultivation and post harvest techniques of Sea-buck thorn in Lahaul & Spiti area. The Chairman directed to prepare the TORs for hiring the services of *an expert* and send proposal on single file in this regard.

#### 3. Updating Nursery Records on HPFD web Portal:

The ACS (Forest) expressed his concern and urged the HP Forest Department to explore the possibilities to have more high-tech nurseries and to link all the HPFD nurseries with the HPFD web portal so that real time data is available in the public domain, regarding the availability of the number of plants, species wise, age wise availability of plants, expenditure incurred in raising of plants, nursery expenditure and the per plant cost etc. The ACS (Forests) desired that Mr. Rajeev Kumar, IFS will be the Nodal Officer for this purpose.







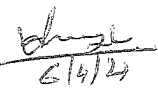





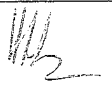

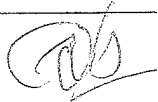
The Governing Body meeting ended with a vote of thanks to the Chair.


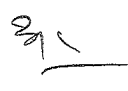


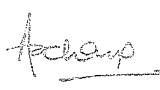

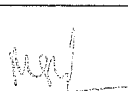
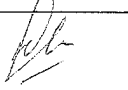
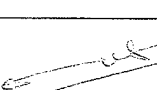
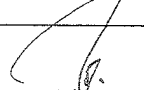

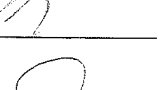


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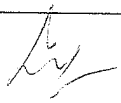


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Attendance sheet for 5<sup>th</sup> Meeting of Governing Body of Society for Improvement of Forest Ecosystem Management & Livelihoods in H.P. regd. for implementation of JICA assisted Project for Improvement Himachal Pradesh Forest Ecosystems Management & Livelihoods held under the Chairmanship of Addl. Ch Secretary (Forests) to the GoHP on 06.04.2021 at H.P. Secretariat, Shimla.

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