



*Nagesh Kumar Guleria, IFS*  
Addl. Pr. CCF and Chief Project Director (JICA-PIHPFEM&L)  
Potters Hill, Shimla, Himachal Pradesh-5

Tel- 0177-2830217  
0177-2832217  
E-mail - [cpdjica2018hpdf@gmail.com](mailto:cpdjica2018hpdf@gmail.com)

**Society for Improvement of Forest Ecosystems Management & Livelihoods in Himachal Pradesh**

Ref. No./Ft./JICA/HPC&GB Meeting/Vol.-II/598

Dated: Shimla-5, the 10-05-22

To: Chief Representative, Japan International Cooperation Agency (JICA)  
JICA India Office, 16<sup>th</sup> Floor, Hindustan Times House,  
18-20 Kasturba Gandhi Marg, New Delhi-110003

**Subject:** Proceedings of the 7<sup>th</sup> Meeting of Governing Body of JICA assisted Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods-ID-P269.

Sir,

Enclosed please find herewith the proceedings of the 7<sup>th</sup> Meeting of Governing Body of "Society for Improvement of Forest Ecosystems Management & Livelihoods in H.P." registered for implementation of JICA assisted "Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods-ID-P269" Chaired by Principal Secretary (Forests) to the GoHP held on 28.04.2022 at Shimla, for your kind information, please.

Encl: as above.

Yours sincerely,

  
Addl. Pr. CCF & CPD (JICA-PIHPFEM&L)  
Potters' Hill, Summer Hill, Shimla-5



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

**PROCEEDINGS OF THE 7<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 28<sup>TH</sup> APRIL 2022 UNDER THE CHAIRMANSHIP OF PRINCIPAL SECRETARY (FORESTS) TO THE GoHP**

The 7<sup>th</sup> meeting of the Governing Body of the “Society for Improvement of Forest Ecosystems Management and Livelihoods in H.P.” registered for JICA assisted “Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods” was held in the Conference Hall, Armsdale Building, H.P. Secretariat, Shimla on 28/04/2022 under the Chairmanship of Dr. Rajneesh, Principal Secretary (Forests) to the Govt. of Himachal Pradesh. The list the participants is annexed as *Annexure-A*.

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

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

**AGENDA ITEM: 1**

**REVIEW OF THE AGENDA ITEMS OF THE 6<sup>TH</sup> MEETING OF THE GOVERNING BODY OF SOCIETY HELD ON 02.12.2021.**

<b>Agenda Item No.</b>	<b>Agenda/Decision</b>	<b>Action taken</b>
2	Revised APO for FY 2021-22	GB was apprised that the revised APO for FY 2021-22 of Rs. 45 Crores was approved in 6th GB Meeting which has been completed.  <b>Item is dropped.</b>

3	Adoption of 'Jal Bhandran Scheme' of HPFD in JICA Forestry Project	<p>GB was apprised that the 'Jal Bhandran Scheme' of HPFD in JICA Forestry Project has been adopted in the FY 2021-22. CPD apprised to GB that total 5 sites has been identified and selected for successful implementation of Jal Bhandaran Scheme. In 3 sites the aforesaid scheme has been implemented in the previous FY 2021-22 and in the remaining 2 sites works will be executed shortly. The Chairman desired that the scheme should be modified in accordance with the GoI Scheme of "Amrit Sarovar".</p> <p><b>The Agenda Item Stands.</b></p>
4	Procurement for VFDS PFM Mode Activities, Norms thereof	<p>GB was apprised that as approved in 6<sup>th</sup> GB Meeting existing Departmental procurement procedure is being followed for VFDS under PFM &amp; Departmental Mode.</p> <p><b>Item is dropped.</b></p>
5	Adoption of HPFD Norms for the Maintenance of the PIHPFEM&L Plantations	<p>GB was apprised that the HPFD Norms for the Maintenance of the PIHPFEM&amp;L Plantation have been adopted as approved.</p> <p><b>Item is dropped.</b></p>
6	Income Generation Activities (IGA) Models	<p>GB was apprised that all the IGA Models approved in 6<sup>th</sup> GB Meeting are being implemented in field.</p> <p><b>Item is dropped.</b></p>
7	Jadi-Buti Cell Progress of the Models Approved by GB and New Models for approval	<p>GB was apprised that all new Models approved in 6<sup>th</sup> GB Meeting are being implemented in field.</p> <p><b>Item is dropped.</b></p>

8	Hiring of Vehicle for DMU Lahaul	<p>GB was apprised that the Vehicle for DMU Lahaul was approved by 6<sup>th</sup> GB Meeting and conveyed to DFO Lahaul. Needful done.</p> <p><b>Item is dropped.</b></p>
9	<p>Proposal for rates for hiring of 16 Bolero Camper/Equivalent utility vehicle for Batch-I Ranges under JICA-PIHPFEM&amp;L</p>	<p>GB was apprised that as approved in 6<sup>th</sup> GB Meeting letter has been sent to all the Ranges for hiring the 'Bolero' in place of 'Bolero Camper' at the rates approved by concerned DC.</p> <p><b>Item is dropped.</b></p>
10	<p>Need for more staff:</p> <ul style="list-style-type: none"> <li>• Publicity Expert</li>   <li>• Retired Sr. Assistant/Superintendent</li> </ul>	<p>GB was apprised that the</p> <ul style="list-style-type: none"> <li>• Media Specialist has been engaged through outsource agency.</li>   <li>• Services of two Retired Sr. Assistant/Superintendent are in place.</li> </ul> <p><b>Item is dropped.</b></p>
11	Hiring the services of Sh. Sita Ram (Retd. Dy. Ranger) as Nursery Expert	<p>GB was apprised that the services of Sh. Sita Ram (Retd. Dy. Ranger) as Nursery Expert has been hired at Theog Division.</p> <p><b>Item is dropped.</b></p>
12	Annual Progress Report (APR) of the PIHPFEM&L (JICA funded) for FY 2019-20 & FY 2020-21	<p>GB was apprised that the 6<sup>th</sup> GB showed satisfaction on the APR of the PIHPFEM&amp;L for FY 2019-20 &amp; FY 2020-21. The Chairman desired that the Annual Progress Report for FY 2021-22 be prepared with in a month's time positively.</p> <p><b>Agenda Item Stands.</b></p>

13	Establishment of Livelihood Resource Centre (LRC) at Cluster Level	<p>GB was apprised that the letter has been sent to CCF Mandi for establishment of one Livelihood Resource Centre at Mandi. DFO Mandi is working on the site identification. This year it will be completed.</p> <p><i>The Chairman directed to prepare a detailed note separately on this.</i></p> <p><b>The Agenda item stands.</b></p>
14	Ratification of MoU with HPSRLM	<p>GB was apprised that the MoU has been signed with HPSRLM.</p> <p><b>Item is dropped.</b></p>
15	Salary correction for PIHPFEM&L (JICA funded) Outsourced staff	<p>GB was apprised that the compliance has been done.</p> <p><b>Item is dropped.</b></p>
16	Awareness raising about PIHPFEM&L at VFDS/BMC Sub-Committee Level by using Local Folk Cultural Troops	<p>GB was apprised that the GB approved the proposal and the same is being implemented in field and will continue during FY 2022-23 as well for the left out VFDS.</p> <p><b>Item is dropped.</b></p>

**Any other Agenda:**

<b>Agenda Item No.</b>	<b>Agenda/Decision</b>	<b>Action taken</b>
1	Animated movie on Participatory Rural Appraisal Manual	<p>The GB appreciated the animated movie on PRA and the same have been circulated in the field and shared on Social Media as well as uploaded on the website of the Project.</p> <p><i>The Chairman further suggested to make short documentary films of not more than 5 minutes on success stories of the JICA Project and the same needs to be shared with other departments as well such as Rural Development, HPNRLM, Tourism and IPR.</i></p> <p><b>Agenda item stands.</b></p>
2	Training of different Project Stakeholders	<p>GB was apprised that the Trainings are being conducted in coordination with different Departments for Project stakeholders at different level. The details of the Trainings conducted during 2021-22 was placed as Annexure-B (Page No.-30-36)</p> <p><b>Item may be dropped.</b></p>



## Review of the Pending Agenda Items of the 5<sup>th</sup> Meeting of Governing Body:

### Any other Agenda

Agenda Item No.	Agenda/Decision	Action taken
2	Propagation of Sea-buck thorn in Lahaul and Spiti area	<p>GB was apprised that the 98,150 Plants has been raised at Lahaul &amp; 1,42,100 at Spiti. The plantation works will be undertaken during July, 2022. The Chairman desired that possibilities of raising “Bhoj Patra” in nurseries in Lahaul Division should be explored. The Chairman desired to review the same in next GB Meeting.</p> <p><b>Agenda Item Stands.</b></p>
3	Updating Nursery records on HPFD web Portal	<p>GB was apprised that the Funds have been provided to IT Cell of HPFD as demanded to develop the software for updating nursery records.</p> <p><i>The Chairman desired that a PPT presentation be made at Pr. CCF (HoFF) level in which Pr. CCF (WL) and other Senior Officers of HPFD should review the same. Thereafter, Pr. CCF (HoFF) and CCF (IT) will have discussion with Principal Secretary (Forests) on this before launching of “Nursery Software”</i></p> <p><b>Agenda Item Stands.</b></p>

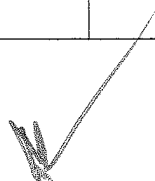
**Review of the Pending Agenda Items of the 4<sup>th</sup> Meeting of Governing Body:**

**Any Other Agenda**

Agenda Item No.	Agenda/Decision	Action taken
2	Shifting of Addl. Project Director, Rampur (JICA-PIHPFEM&L) office to the Chief Project Director (JICA-PIHPFEM&L), Shimla office	<p>GB was apprised that the ACS(Forests)-cum-Chairperson Governing Body assured to post one officer as APD Training at PMU Shimla</p> <p><i>The Chairman directed to review the agenda item with Pr. CCF (HoFF) and then Pr. CCF (HoFF) and CPD (JICA) will apprised Principal Secretary (Forests) on this matter.</i></p> <p><b>Agenda Item Stands.</b></p>

**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 should be extended to the entire State instead of focusing in the Project areas only. Chairperson GB advised that to begin with, Drone Survey should be started on pilot basis on a compact area subsequently shall be used for mapping/monitoring the works of the entire Department.	<p>GB was apprised that the Pr. CCF (HoFF) sent the proposal to the O/o CPD (JICA) including elements of IT, GIS, Drone and other modern tools of IT infrastructure like VC facility amounting to Rs. 47 Crores. CPD (JICA) intimated to Pr. CCF (HoFF) that proposal needs to be reviewed because funds to the tune of Rs. 47 Crores to promote Drone-based technology in Forest Management in H.P. is too big amount to be spared from the JICA Project. Moreover, there is no specific provision in this Project to promote Drone-based technology. Thus the reimbursable maximum amount of Rs. 1 Crore only can be spared to promote Drone-based technology from the Project</p>





		<p>that too with prior concurrence of JICA.</p> <p><i>The Chairman directed that HPFD will take up this issue separately with Principal Secretary (Forests) and Department of IT after finalizing the matter by Pr. CCF (HoFF) and CCF (IT) within 15 days.</i></p> <p><b>Agenda Item Stands.</b></p>
17	Construction of a new Project building adjacent to Project headquarter at Potters' Hill, Shimla	<p>GB was apprised that the DFO Shimla has intimated that the selection of site for the construction of building for JICA Office at Potters' Hill, Summer Hill, Shimla was inspected and finalized on 17.02.2022. On scrutiny of the revenue record of the selected area it has been noticed that the possession of the land is with Revenue Department of GoHP. Until or unless the above entry is not got corrected the proposed building cannot be constructed. The concerned staff has already been directed to collect the old revenue record to know as to how the status of the land and possession has been shown in favour of the Revenue Department, GoHP.</p> <p><i>The Chairman suggested to take up this agenda separately with him after sorting out the land issue.</i></p> <p><b>Agenda Item Stands.</b></p>

## **AGENDA ITEM: 2**

### **Balance Sheet of the Society for 2020-21:**

The Balance Sheet of the Society for the year 2020-21 was placed before the Governing Body at Annexure-C (Page No.- 37-40). GB apprised that the Audit of the Society (including 25 field offices) for the year 2020-21 have been conducted by the Chartered Accountant as well as Accountant General of H.P. Minor observations/Audit Para will be replied in due course of time.

After deliberations the following directions were also issued by the Chairman:-

1. The component wise Receipt of Funds and Expenditure be also made a part of Balance Sheet.
2. The balances at the end of the FY should be further brought down and reasons for the same be discussed with the Principal Secretary (Forests).
3. The Balance Sheet for the year 2021-22 be got prepared from the CA with in a month's time by incorporating the above suggestions.

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



**AGENDA ITEM: 3**

**Statement showing Physical and Financial Progress for the FY 2021-22:**

The 7<sup>th</sup> Governing Body was apprised the physical and financial progress of the various activities upto 31.03.2022 and the report was placed before the Governing Body for perusal at Annexure-D (Page No.- 41-45).

The Chairman desired that the Fire management being one of the key element in Sustainable Forest Management, more focus is required to be made on this aspect for the current Financial year.

**Decision: After detailed deliberations, the 7<sup>th</sup> Governing Body expressed satisfaction and approved the Physical & Financial progress for the FY 2021-22.**



## AGENDA ITEM: 4

### **Status of Reimbursement Claim for FY 2021-22:**

The 7<sup>th</sup> Governing Body was apprised that the PMU is filling the reimbursement claims on monthly basis and the Donor Agency (JICA) and DEA are approving the same on regular basis. For the pending reimbursement claim of February, 2022 under process with the Donor Agency (JICA) and March, 2022 will be filed shortly.

Sr. No.	FY	Total Expenditure	Loan amount (Reimbursable amount)	Counterpart funding (Non-reimbursable-State share)	Reimbursement Claim received	Remarks
1	2018-19	11,58,88,888	9,90,67,426	1,68,21,462	9,90,67,426	Full amount received
2	2019-20	18,16,94,944	15,33,99,337	1,82,80,691	15,33,99,337	Full amount received
3	2020-21	34,07,98,028	32,69,65,735	2,38,47,209	32,69,65,735	Full amount received
	<b>Total</b>	<b>63,83,81,860</b>	<b>57,94,32,498</b>	<b>5,89,49,362</b>	<b>57,94,32,498</b>	

<b>FY 2021-22</b>							
Sr. No.	Month	Total Expenditure	Loan amount (Reimbursable amount)	Counterpart funding (Non-reimbursable-State share)	Reimbursement Claim received	Status of Reimbursement Claims	Remarks
1	April'21	42,33,811	27,86,621	14,47,190	27,86,621	Received	
2	May'21	47,65,296	33,91,256	13,74,040	33,91,256	Received	
3	June'21	95,18,306	82,05,431	13,12,875	82,05,431	Received	
4	July'21	76,45,039	62,46,100	13,98,939	62,46,100	Received	
5	Aug'21	1,66,91,415	1,52,18,199	14,73,216	1,52,18,199	Received	
6	Sept.'21	2,32,62,456	2,16,92,707	15,69,749	2,16,92,707	Received	
7	Oct'21	2,62,05,237	2,48,28,671	13,76,566	2,48,28,671	Received	
8	Nov'21	8,73,31,372	8,57,40,765	15,90,607	8,57,40,765	Received	
9	Dec'21	6,03,74,790	5,88,77,395	14,97,395	5,88,77,395	Received	
10	Jan'22	3,89,44,768	3,64,08,680	25,36,088	3,64,08,680	Received	
11	Feb'22	2,77,37,292	2,61,21,723	16,15,569	0	Filed, under process	
12	Mar'22	15,23,33,304	0	0	0	Yet to file	
	<b>Total</b>	<b>45,90,43,086</b>	<b>28,95,17,548</b>	<b>1,71,92,234</b>	<b>26,33,95,825</b>		

After deliberations the Chairman desired that the Financial Planning of the Reimbursement Claims are required to be done. The CPD explained that rightly so, this aspect is already been taken care and informed that JICA mandatorily ask for planning of Reimbursement for next three years in general and quarterly basis for the current Financial Year more specifically. For the current financial year the necessary projections has already been planned and conveyed to JICA India office, Ministry of Finance (CAAA), IGF (EAPs) MOEF and Pr. CCF (HoFF) as well.

**Decision: The Governing Body showed satisfaction on the status of reimbursement claims till 31.03.2022 and appreciated the same.**

**AGENDA ITEM: 5**

**APO for the FY 2022-23:**

The CPD-cum-Member Secretary apprised that the APO for the FY 2022-23 to the tune of Rs. 97 Crores as per the JICA Document has been prepared and placed before the Governing Body as Annexure-E (page No.-46-52) for consideration and Approval.

The GB had a detailed Component wise deliberations on the APO for FY 2022-23. The Chairman desired that “Forest Fire Protection” should be one of the key focus area for Component-I-Sustainable Forest Management. The Chairman further desired that the VFDSs/BMCs should be educated about the Forest fires and the funds from the Project be given to the VFDSs for using different site specific means for combating the Forest Fires. Pr. CCF (WL) expressed his concern about budget line 1.2.6 “Improvement of Pasture and Grasslands”, being highly Sensitive and Technical aspect. At this CPD explained that the interventions in Pasture and Grasslands are only proposed in accordance with the outcome of the specific study being done for “Pasture and Grasslands”.

**Decision: The Governing Body approved the APO for FY 2022-23 to the tune of Rs. 97 Crores.**



**AGENDA ITEM: 6**

**Inclusion of Kangra District under JICA-PIHPFEM&L:**

Chief Project Director-cum-Member Secretary informed to Governing Body that in District Kangra, 2 Forest Circles, 4 Forest Divisions and 11 Forest Ranges have been added under JICA assisted PIHPFEM&L. In these 11 Ranges, 66 VFDS will be formed in due course of time. All DMUs of Kangra District need to identify the wards for which one Circle level workshop and one Divisional level workshop has been done. The requirement of the staff for additional area has been already been sent to Finance Department, in which concurrence is still awaited.

**Decision: The Governing Body acknowledged the Agenda Item.**



**AGENDA ITEM: 7**

**Hiring the Vehicle for FCCUs and DMUs of Kangra:**

Chief Project Director informed to Governing Body that there is a provision for “Hiring of Vehicle” in component: 4 (4.1.2.1) under Institutional Capacity Strengthening (Mobility Support), wherein vehicles have been hired for the various field offices with prior approval of the Governing Body of the Society (PIHPFEM&L).

Since District Kangra has been added in to the JICA Project, the necessary activities (Plantation, Advance-work, Identification and selection of Communities, Preparation of Micro Plans, etc.) have been started in District Kangra w.e.f. April, 2022. There are 2 Circle Offices, 4 DFO Offices and 11 Range Offices, which have been added under District Kangra.

Therefore, total 17 nos. of vehicles (Bolero/equivalent) are required for the smooth implementation of the core field activities under the Project.

**Decision: The Governing Body approved the Agenda for hiring of 17 vehicles (Bolero/equivalent) at the rates approved by concerned Deputy Commissioners.**



## **AGENDA ITEM: 8**

### **Business Model of Income Generation Activities:**

Chief Project Director informed to Governing Body that as per Component 3 of the Project, Income Generation Activities (IGAs) and Livelihood issues are to be addressed under the Project. As on date in the Project 484 SHGs/CIGs are formed under Batch-I & II and different IGAs were identified during the course of Micro Planning process for which business plans for different activities is required to be prepared. Governing Body in its 6<sup>th</sup> Meeting has approved 10 IGA Cost models. Similarly the PMU Livelihood Team has prepared Five more IGA cost models namely Goatry Farming, Sheep Farming, Pickle Making, Pine Needle and Bag Making based on the demand of SHGs/CIGs which were Annexed as Annexure-G (Page No.- 54-59).

**Decision: The Governing Body approved all the 5 proposed Income Generation Activities Cost Models.**





**AGENDA ITEM: 9**

**Jadi-Buti Cell Progress of the Models approved by the Governing Body:**

Chief Project Director informed the Governing Body that “Jadi-Buti Cell” under JICA assisted PIHPFEM&L is working on different Models which were approved in previous GB Meetings and in addition to these ongoing models Jadi-Buti Cell proposed revision of “Pamarosa grass” model and has prepared one more Model for Commercial Propagation of Medicinal and Aromatic Plants (MAPs) which were placed at Annexure-I (Page No.-61-63) for propagation of Cinnamomumtamala (Tejpatta) for conservation and livelihood. The suitable area for propagation of Cinnamomumtamala (Tejpatta) will initially identified in Jogindernagar. The Chairman suggested to find the possibilities of collection of Pine Needles by convergence with other line departments i.e. Rural Development (MANREGA Scheme) with detailed plan till the end of May, 2022.

**Decision: The Governing Body approved the proposed models.**



## **AGENDA ITEM: 10**

### **Establishment of Plant Tissue Culture Laboratory:**

Chief Project Director informed about the Kamand Nursery at Mandi Forest Division wherein all modern facilities like greenhouse, sprinklers, water supply, vermicomposting etc. have been established. In order to enhance the capacity of HPFD seedling production with modern technologies, there is a need to establish a tissue culture laboratory in that nursery. For this purpose, DFO Mandi has contacted the School of Basic Sciences of IIT Mandi for providing necessary details for establishment of Tissue Culture Laboratory at Kamand and the detailed proposal was received from DFO Mandi which were annexed as Annexure-J (Page No.- 64-69).

**Decision: The Chairman Governing Body directed to form a Committee on Establishment of Plant Tissue Culture Laboratory under the Chairmanship of Pr. CCF (HoFF) with Pr. CCF (WL), CPD (JICA-PIHPFEM&L) as members and CCF Mandi as Member Secretary of the Committee to thresh out the detailed modalities for the establishment of "Tissue Cultural Lab". He further desired that the committee will also explore the possibilities for outsourcing this activity to IIT Mandi, HFRI or Nauni University and will come up with a report in next GB Meeting.**

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## **AGENDA ITEM: 11**

### **Extension for the PMC for One year:**

Chief Project Director informed to Governing Body that as a Project requirement, it was mandatory for having Project Management Consultancy (PMC) for the Project as such the modalities were worked out in the FY 2018-19 and the International Competitive Bidding (ICB) was floated with the prior concurrence of JICA (India) and finally SOFRECO, a France based company was shortlisted for the Project Management Consultancy (PMC). An agreement in this regard was signed in June, 2019 for the period of 3 years (ending in June, 2022). The Project Management Consultants started effective functioning in the FY 2020-21. Due to non mobilization of the Consultants for SWC, Biodiversity and Livelihoods and the un-precedent situation of the COVID-19 Pandemic, targets set for the PMC could not be achieved well in time. Therefore, the proposal for extension of one year for the accomplishment of pending consultancy task of the Project is necessarily required.

**Decision: The Governing Body approved the Agenda Item as such and directed the CPD to work out the detailed modalities for the same with "SOFRECO".**



## **AGENDA ITEM: 12**

### **Award scheme for the VFDS as per Project Document:**

Chief Project Director informed Governing Body that as per Project Document VFDS/BMC fund (Sustainability and Challenge fund) under the para no.-107 *“There is a provision for rewarding the VFDS/BMC in order to build on objective system of rewarding among deserving communities, PMU would device a system to determine the better performers based on clear parameters subject to the maximum of INR One Lakh. This “Challenge Fund” would be disbursed to different categories of VFDS/BMC as per criteria approved by PMU “.*

He further explained that there is requirement that after two years of implementation of project and to encourage the VFDS/BMC who are doing excellent work in implementation of Project activities that these VFDSs/BMCs are given incentives. Thereafter an Award Scheme has been prepared and annexed as Annexure-L (Page No.- 76-83).

After deliberations the Chairman suggested that the following criteria should also be added to the Table-I for assessing the performance of VFDSs/BMCs:-

1. Creation of pondage and augmentations of Water Sources.
2. Participation in Forest Fire Management/Protection in the VFDS/BMCs area.
3. Support to the Forest Staff in detecting illicit fellings and protection of Forests.
4. Reduction in WL crime cases.
5. Survival of the Plantations done by the VFDSs/BMCs.

**Decision: The Governing Body approved the Scheme.**

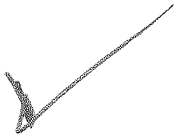


**AGENDA ITEM: 13**

**Updated status of the staff to be deployed by HPNRMS Solan:**

Chief Project Director apprised Governing Body about the current status of the staff deployed by HPNRMS Solan through Outsource Agency under JICA assisted PIHPFEM&L. This was inforamatory for the Governing Body.

**Decision: The Governing Body took the note of the Staff Position.**



## **AGENDA ITEM: 14**

### **Monitoring & Evaluation Manual of the JICA Project:**

Chief Project Director apprised Governing Body that the JICA Supervision Mission in its report dated 20.12.2021 at Sr. No. 4.14 has desired to prepare a M&E Manual for PHPFEM&L. The same has been prepared in PMU and sent to JICA India for further necessary action. And also as per the Project Document Page No. 82 Monitoring & Evaluation is an integral part of the project management, will required adequate resources, including budget, institutional capacity, clear institutional responsibilities, and reporting mechanisms. The M&E Framework/Manual designed here emphasizes on stakeholder participation and will facilitate rapid identification of shortcomings/problem areas and facilitate mid-term corrections, where necessary, to project design or implementation arrangements to ensure that the Project meets its defined goals and objectives. The detailed "Monitoring & Evaluation Manual" prepared by PMU and annexed as Annexure-M.

The Chairman desired that for monitoring, an independent agency should be hired. The CPD explained that provision has been made in this manual for third party Monitoring after the midterm of the Project.

**Decision: The Governing Body approved the Monitoring & Evaluation Manual for the PIHPFEM&L (JICA Funded).**



**AGENDA ITEM: 15**

**Training and Exposure Visit Calendar for the FY 2022-23:**

Chief Project Director apprised the Governing Body that one of the most important components of the Project is Institutional Capacity Strengthening. To enhance the institutional capacity of community level institution and project staff, project organizes trainings, workshops and exposure visit throughout the year. The training and exposure visit calendar for the FY 2022-23 has been developed to help and build a common understanding of conducting effective and result oriented trainings and capacity building programmes in a well defined time frame and annexed as Annexure-N (Page No.- 84-87).

The Chairman desired that there is no point in undertaking the exposure visits during “Fire Season” and directed that Exposure Visits be scheduled after “Fire Season”. However the Trainings and the Workshops at VFDSs level can continue.

**Decision: The Governing Body approved the Training and Exposure Visits Calendar for the FY 2022-23.**



## **AGENDA ITEM: 16**

### **Establishment of Multipurpose outlets at Shimla, Kullu and Mandi:**

Chief Project Director apprised Governing Body that the JICA Project is in implementation phase and registered SHGs are now preparing many products and selling them in the local markets. In addition to this, HIMERA shops are also being used for the purpose. However, to provide a regular marketplace and exposure to their locally made products, there is need to establish outlets, at Shimla, Kullu and Mandi in the first go to add to the exclusive & sustainable growth of SHGs. The choice of these locations will depend on important parameters like availability of land, footfall of tourist, quantity of productions, logistics, information centers etc. And for this purpose, small structures, may be pre-fabricated, can be used in these locations for Products selling, online distribution centers & also as information centers. The tentative cost of multipurpose outlet would be around Rs. Ten Lakhs per outlet.

After deliberations, it was decided that the existing information centers of HPFD, like Manali, Kufri, Cregnaino etc. be also used for the purpose. Further the possibilities of using Tourism Department Centers be also explored.

**Decision: The Governing Body approved the Agenda Item with the directions that additionally, HPFD and Tourism Department outlets be also explored for further strengthening the marketing of the products of the SHGs.**





## **AGENDA ITEM: 17**

### **Salary enhancement of Director Jadi-Buti Cell:**

Chief Project Director informed that the Jadi Buti Cell of the Project headed by Director has been created in the Project for effective and sustainable Non Timber Forest Products (NTFPs), marketing interventions, livelihood improvement support and capacity building of community towards sustainable forest resource management.

For all India Officers, the new scales are being followed and All India Services Officers in the State are drawing salary as per the revised pay scales and their pension fixation is done accordingly. The present Director (Jadi Buti Cell) of the project is a "Contractual employee" and is a retired (IFS). All India Service Officer is providing his services on fixed remuneration @ Rs. 80,000/- per month and as per Govt of India, Ministry of Finance guidelines annexed as Annexure-P (Page No. 90-92) for regulations of remunerations in case of "Contract appointment" of a ret'd. Central Govt. employees "a fixed monthly amount shall be admissible, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The amount of remuneration so fixed shall remain unchanged for term of the contract. There will be no annual increment/percentage increase during the contract period". Also the pay plus gross pension on re-employment is not to exceed Rs, 2,25,000/- i.e. Pay Level 17. In view of the above the monthly remuneration in the instant case comes to Rs. 2,24,400-Rs. 1,12,200 = Rs. 1,12,200/-.

After deliberations it was suggested that since this is a "Contractual Employment" given by "Society", therefore, only a fixed amount should be given for the Retd. Officer with proportionate increase keeping in view the inflation in past few years.

**Decision: The Governing Body approved 20% increase in the current remuneration in view of the inflation rate.**



**AGENDA ITEM: 18**

**20 Minutes Documentary w.r.t. Project Activities:**

Chief Project Director apprised to Governing Body that as desired by the worthy ACS (Forests) 20 minutes documentary reflecting the various activities under the project, especially the livelihoods activities, has been prepared.

**Decision: The Governing Body decided and directed that the small documentaries of not more than 5 minutes be prepared depicting the success stories of the Project.**

A handwritten mark, possibly a signature or initials, consisting of a stylized 'M' or similar character followed by a diagonal line extending upwards and to the right.

**AGENDA ITEM: 19**

**Developing an E-commerce portal for PIHPFEM&L (JICA Funded):**

Chief Project Director apprised to Governing Body that JICA assisted PIHPFEM&L need to develop E-commerce Portal. Considering the attributes and importance of e commerce, global presence for JICA funded projects will be ensured. Different products are being produced by the various SHG/CIGs formed under the project. These products are already having a market presence at local level. Considering the importance and wide scope of E commerce in internet age, a new web portal by the name of “**himecoharvest.com**” has been designed so that each of the aforementioned products are available online as well and it would further strengthen the economic profile of SHG/CIGs belonging to under privileged sections of society.

**Decision: The Governing Body directed to explore the possibilities on already available e-commerce portals like Amazon, Flipkart etc. instead of creating new e-commerce portal for the Project.**

**The meeting ended with a vote of thanks to the Chair and GB members.**

*KPS*  
21/11/2022  
CPD JICA funded Project  
PIHPFEM&L

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Attendance sheet for 7<sup>th</sup> Governing Body Meeting of "Society for Improvement of Forest Ecosystems Management & Livelihoods in H.P." registered for implementation of JICA assisted "Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods" held under the Chairmanship of Principal Secretary (Forests) to the GoHP on 28.04.2022 at H.P. Secretariat, Shimla.

S. No.	Name	Designation	E-mail ID	Signature
1	RAGHBIJ SINGH	Joint Director Agriculture	dadhwad.2006@yahoo.com	
2	Dr. Reecha Sharma	JMS (Horti)	reecha.kanwar@gmail.com	
3	DR Rajesh Kumar Siroha	DY. Director Ayush Vibhag	DRRAJESHKUMAR SIR@ gmail.com	
4	Sangeeta Pitahala	ADD Kullu	Sangeetamahesh11@ gmail.com	
5	Rajesh Sharma	PDC (F&A) Shimla	rajesh.pdfs24@gmail.com	
6	P. K. Sharma	OGMD in charge SLBEMCO Park	<del>slbcbp@gmail.com</del> slbcbp@nic.gov.in	
7	DR Vivek Lamba	AB (CD), Director of AIT, Shimla	dr.viveklamba@gmail.com	
8	R.K. Gupta	APCF (Fin)	rkgnpta18@yahoo.com	
9	Harek Vashista Kathuria	CEP (WP) & CEP (M&D) & Dir (Co2) HPSEDS M&D	Harekoney@gmail.com	
10	DR. SUSHIL KAPTA	APCF (Mgt)	skapta99@gmail.com	
11	Sat Pal Dhiman	AS (EST) & JMS HIMWSTE + HPSBB	satpaldhiman@yahoo.com	
12	Parveen Kumar Tark	Joint Secretary (Forest)	parveenkumartark@gmail.com	
13	Rajiv Kumar	PCEF m	Pcefwl-hp@nic.in	
14	Dr. Kausalya Kaper	PM (F&B)	kausalyakaper@gmail.com	
15	Vinod Sharma	PM (PRT & LIAISON)	Vinodsharma.PM.jica@ gmail.com	
16	Richa Mehta	PM (Livelihoods Training)	mehta.richa.43@gmail.com	

S. No.	Name	Designation	E-mail ID	Signature
17	Dr. Lal Singh	Director VRF Shukh	lalhrge@gmail.com	Lals
18	Smt Meera Sharma	CCF (GHND)	Through VC	
19	Sh. Hari Pal Samkhyan	Naini University	Through VC	
20	Sh. Anil Joshi	CCF Kullu	-do-	
21	Sh. Rajesh J. EKKA	APCCF (Research)	-do-	
22	Sh. Ajit Thakur	CCF Rampur	-do-	
23	Dr. D.R. Kaushal	CCF D/Shala	-do-	
24	Sh. Anil K. Sharma	CCF Bilaspur	-do-	
25	Sh. Pradeep Thakur	CCF Harisipura	-do-	
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