

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

**PROCEEDINGS OF THE 9<sup>TH</sup> GOVERNING BODY MEETING OF THE “SOCIETY FOR IMPROVEMENT OF HIMACHAL PRADESH FOREST ECOSYSTEMS MANAGEMENT & LIVELIHOODS IN HIMACHAL PRADESH”, HELD AT H.P. SECRETARIAT ON APRIL 6, 2023 UNDER THE CHAIRMANSHIP OF PRINCIPAL SECRETARY (FORESTS) THE GOVERNMENT OF HIMACHAL PRADESH AND CHAIRMAN GOVERNING BODY.**

The 9<sup>th</sup> meeting of the Governing Body of the “Society for Improvement of Forest Ecosystems Management and Livelihoods in H.P.” was held in the Conference Hall, Armsdale Building, H.P. Secretariat, Shimla on 06/04/2023 under the Chairmanship of Sh. Onkar Chand Sharma, Principal Secretary (Forests) to the Govt. of H.P. The list of the participants is annexed as Annexure-A.

At the Outset the Chief Project Director and Member Secretary of the Governing Body welcomed the Chairman and the Members of the Governing Body. He gave a brief introduction of the Project and the Progress made so far in implementation of the Project. A brief presentation was made before the Governing Body regarding various activities undertaken in the field. The Governing Body was informed that till 31/03/2023, 457 VFDS/BMCs has been formed and 414 Microplans have been prepared. Further 750 SHGs have been identified for Community based Livelihood Activities, 569 Business plans have been prepared and are being implemented in the field. The Governing Body expressed its satisfaction with the Progress of the Project, Principal Secretary (Forests) made some suggestions for further improvement in the Project implementation as under:-

1. Many other Departments have organized SHGs, hence JICA Project may avoid duplication, however the defunct SHGs of HPNRLM may be taken on board.
2. More focus should be laid on the quality of Plantations and the DFOs (DMUs) should be asked to monitor the same in the field.
3. The PMU should start working on preparation of a proposal for 2<sup>nd</sup> phase of the Project with wider perspective and covering the entire State.
4. Similarly, a concept proposal be prepared for Soil and Water Conservation issues in Himachal Pradesh and be submitted for exploring the funding possibilities.

Thereafter, the Agenda items were taken up for deliberations.

## AGENDA ITEM: 1

### REVIEW OF THE AGENDA ITEMS OF THE 8<sup>TH</sup> "MEETING OF THE GOVERNING BODY OF SOCIETY HELD ON 10.11.2022

Agenda Item No.	Agenda/Decision	Action Taken
2	Balance Sheet of the "Society" for 2021-22.	The Governing Body was apprised that the Balance Sheet of the "Society" for 2020-21 has been reviewed in 8 <sup>th</sup> Governing Body Meeting. <b>Agenda Item dropped.</b>
3	Status of the Reimbursement Claims for the FY 2022-23.	The Governing Body was apprised that the Status of Reimbursement Claim for the FY 2022-23 has been reviewed in 8 <sup>th</sup> Governing Body Meeting and Chairman appreciated the same. <b>Agenda Item dropped.</b>
4	Utilization of Interest Accrued in the "Society" Account as on 31.03.2022.	Agenda item is taken as new agenda item. Dropped from here. <b>Agenda Item dropped.</b>
5	Plantation of Chilgoza in its Natural areas outside Project Ranges.	The Governing Body was apprised that the funds to the tune of Rs. 19.67 Lacs for Advance works in 35 hac. area for Chilgoza Plantations outside the Project Ranges in Kalpa and Moorang has been provided to DFO Kinnaur and the Plantation works will be undertaken in Monsoon-season. <b>The Chairman Governing Body directed that the documentation of the plantation of Chilgoza must be done and the local community should also be trained on harvesting of Chilgoza. In this regard it was decided that CCF Rampur will ensure the progress documentation of the Chilgoza plantations. It was decided that the harvesting techniques of Chilgoza should be improved and communities should be trained in this regards. The funding for the trainings of the Communities be made from PIHPFEM&amp;L (JICA Funded).</b> <b>Agenda Item stands.</b>
6	Provision of Electric connection to Bore-Well for Nursery in Jogindernagar Division.	The Governing Body was apprised that funds to the tune of Rs. 2.50 Lakh has been disbursed to Jogindernagar Forest Division and the works has been completed. <b>Agenda Item dropped.</b>
7	Standardization of Skill based Training under Different IGA Models.	The Governing Body was apprised that the necessary instructions regarding Standardization of Skill based Trainings under different IGA Models have been conveyed to the field offices and are being implemented in the field. <b>Agenda Item dropped.</b>

8	Approval of the Livelihood Models Income Generation Activities (IGA).	<p>The Governing Body was apprised that the the approved IGA Models have been shared with the Divisions and are being implemented.</p> <p><b>The Chairman Governing Body directed to share the IGA Models with Agriculture JICA-HPCDP Project and vice-versa.</b></p> <p><b>Agenda Item dropped.</b></p>
9	Honorarium to the Departmental/Project Staff when hired as Resource Persons.	<p>The Governing Body was apprised that the necessary instructions regarding Honorarium to Department/Project Staff have been conveyed to the field offices for strict compliance.</p> <p><b>Agenda Item dropped.</b></p>
10	Provision of IGA Support to the "Women Self Help Group".	<p>The Governing Body was apprised that the action has been taken in this matter.</p> <p><b>Agenda Item dropped.</b></p>
11	Requirement of Clerical Staff in the O/o APD Kullu and Rampur.	<p>The Governing Body was apprised that the approval has been conveyed to the O/o Addl. Project Director, Kullu and Rampur vide this office letter No./JICA/Outsource Staff/Vol.-V/3388-89 dated 12/12/2022 and necessary process for the engagement of Retired Supdtt./Sr. Asstt. has been initiated by both the offices.</p> <p><b>Agenda Item dropped.</b></p>
12	Provision of Expert for GIS/MIS.	<p>The Governing Body was apprised that the matter has been taken up with PMC (i.e. SOFRECO), but till now no suitable candidate have been provided. The Member Secretary apprised that since the contract is ending in June, 2023, therefore, local arrangements have to be made for this.</p> <p><b>Governing Body gave go ahead in this regards.</b></p> <p><b>Agenda Item Stands.</b></p>
13	Project Annual Report for FY 2021-22.	<p>The Governing Body was apprised that the Project Annual Report for FY 2021-22 was approved by Governing Body.</p> <p><b>Agenda Item dropped.</b></p>
14	Approval of the Online App (Employees Performance Management System) for the Project Employees.	<p>The Governing Body was apprised that the Employees Performances Management System for the Project Employees is in place and now all the Project employees are using the same and day to day monitoring is being done at PMU level.</p> <p><b>The Chairman Governing Body directed that this App must be applied for Departmental staff as well and Pr. CCF (HoFF) and Chief Project Director will finalize the modalities of the App for Department and ensure its implementation by 15<sup>th</sup> May, 2023.</b></p> <p><b>Chairman further directed that the Ward Facilitators engaged in VFDS should also be asked to use this App, so that their performance should also be monitored.</b></p> <p><b>Agenda Item stands.</b></p>

15	Writing Off the Loss in Kamand Nursery.	The Governing Body was apprised that the funds to the tune of Rs. 32.75 Lacs have been provided to DFO Mandi for restoration of Kamand Nursery. Further it was apprised that DFO Mandi has required that while tenders were invited for resotation work, Rs. 10.87 Lakh more are required for the accomplishment of the works.  <b>Governing Body approved additional Rs. 10.87 Lakh for the FY 2023-24 for Kamand Nursery.</b> <b>Agenda Item dropped.</b>
16	Amendments in the Operation Manual of JICA assisted Project for Improvement of Forest Ecosystems Management & Livelihoods in H.P.	The Governing Body was apprised that the agenda will be placed before the High Power Committee Meeting for approval. However, the High Power Committee Meeting is still awaited.  <b>The Chairman desired to seek the time from Chief Secretary, H.P. again.</b> <b>Agenda Item Stands.</b>
17	Salary Revision of Left out PMU Outsourced Staff.	The Governing Body was apprised that the necessary action in to the matter has been taken.  <b>Agenda Item dropped.</b>
18	Futuristic Leadership Workshop for Enhancing the Capacity of Officers and Stakeholders of the Project, by 6 <sup>th</sup> Sense, Bangalore.	The Governing Body was apprised that the action regarding Futuristic Leadership Workshop for Enhancing the Capacity of Officers and Stakeholders of the Project has been initiated and will be done in the month of June, 2023.  <b>Agenda Item Stands.</b>
19	Hiring the services of Retd. Forest Officer in place of Program Manager (Forestry & biodiversity) being on Maternity Leave.	The Governing Body was apprised that the Notice Inviting Application for engagement of Retired Forest Officer as Programme Manager (Forestry & Biodiversity) under JICA assisted PIHPFEM&L was invited on dated 12/12/2022, but no application received for the same. For the time being the services of Sh. L.R. Chauhan Retd. HPFS Officer hired under JICA assisted PIHPFEM&L at Chopal Forest Division is being taken as Programme Manager (Forestry & Biodiversity) in addition to his own duties at Chopal Forest Division.  <b>Agenda Item dropped.</b>

**Review of the Pending Agenda Items of the 7<sup>th</sup> Meeting of Governing Body:**

Agenda Item No.	Agenda/Decision	Action Taken
10	Establishment of Plant Tissue Culture Laboratory.	The Governing Body was apprised that the work for Establishment of Plant Tissue Culture Laboratory has been initiated by DFO Mandi. However Pr. CCF (HoFF) suggested that the Research & Training wing should also be involved in this process.  <b>Agenda Item Stands.</b>

16	Establishment of Multipurpose outlets at Shimla, Kullu and Mandi.	<p>The Governing Body was apprised that the Multipurpose Outlet at Kullu has been inaugurated by Hon'ble Chief Parliamentary Secretary (Forests) and the works are under progress at Mandi (Jhiri) and Shimla (Taradevi).</p> <p><b>The Chairman Governing Body desired that a proper record of the monthly production of the stock and monthly sale should be maintained.</b></p> <p><b>Agenda Item dropped.</b></p>
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**Review of the Pending Agenda Items of the 6<sup>th</sup> Meeting of Governing Body:**

Agenda Item No.	Agenda/Decision	Action Taken
13	Establishment of Livelihood Resource Centre (LRC) at Cluster Level.	<p>The Governing Body was apprised that the estimate regarding establishment of Livelihood Resource Centre (LRC) at Cluster Level has been submitted by CCF Mandi for approval vide letter dated 10.03.2023. The provision for funds is now being made for the FY 2023-24 to the tune of Rs. 35.74 Lakh.</p> <p><b>Agenda Item Stands.</b></p>

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

Agenda Item No.	Agenda/Decision	Action Taken
2	Propagation of Sea-buck thorn/Juniperus in Lahaul & Spiti area.	<p>The Governing Body was apprised that the matter was taken up by CCF Rampur with HFRI but action taken report is still awaited from CCF Rampur.</p> <p><b>CCF Rampur apprised Governing Body that the propagation of Sea-buck thorn is almost done. Similarly CCF Rampur apprised that the matter regarding raising of nursery for Juniperus in Pooh has been taken up with HFRI and this work will be given to them as a deposit work.</b></p> <p><b>Chairman Governing Body directed to find out the modalities to raise the Bhoj Patra as well, with HFRI.</b></p> <p><b>Agenda Item Stands.</b></p>
3	Updating Nursery Record on HPFD Web Portal.	<p>The Governing Body was apprised that the Web Portal for updation of Nursery Return for Department as well as for JICA Forestry Project is in place now.</p> <p><b>The Chairman desired that HPFD should ensure its effective use.</b></p> <p><b>Agenda Item dropped.</b></p>

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

<b>Agenda Item No.</b>	<b>Agenda/Decision</b>	<b>Action Taken</b>
2	Shifting of Addl. Project Director, Rampur (JICA-PIHPFEM&L) office to the Chief Project Director (JICA-PIHPFEM&L), Shimla office.	<p>The Governing Body was apprised that the Agenda item pending with the Government of Himachal Pradesh.</p> <p><b>Pr. CCF (HoFF) suggested for hiring the services of a Retd. Forest Officer for the purpose. The Chairman directed that Pr. CCF (hoFF) and CPD should short list an appropriate serving Officer for the job and make a suggestion to Govt. and the same will be implemented.</b></p> <p><b>Agenda Item Stands.</b></p>

**Review of the Pending Agenda Items of the 3rd Meeting of Governing Body :**

<b>Agenda Item No.</b>	<b>Agenda/Decision</b>	<b>Action Taken</b>
17	Construction of a new Project building adjacent to Project headquarter at Potters' Hill, Shimla.	<p>The Governing Body was apprised that two type-V quarters at Tutu has been handed over to the JICA-PIHPFEM&amp;L on 03.03.2023 and the renovation work of the same will be started this month, with some alterations the PMU will be shifted to the new building.</p> <p><b>Agenda Item stands.</b></p>

**AGENDA ITEM: 2**

**Statement showing Physical & Financial Progress for the FY 2022-23:-**

The Governing Body was apprised about the Physical & Financial Progress of the various activities carried out in the FY 2022-23 and the report was placed before the Governing Body for perusal as **Annexure-A**.

The Chairman discussed the various activities mentioned in the progress report. The Chairman further desired that the works executed under the Project must be geo-tagged. The CPD-PIHPFEM&L informed that all the core activities such as Plantations, VFDS/BMCs, SWC works, Nursery locations & VFDS/BMCs boundaries etc, are being mapped by using the latest technologies of DGPS Survey and Drone Techniques. Chairman desired to check the progress of such techniques in near future.

**Decision: After detailed deliberations, the Governing Body expressed satisfaction and approved the Physical & Financial Report for FY 2022-23.**



**AGENDA ITEM: 3**

**Status of Reimbursement Claims for the FY 2022-23:**

The Governing Body was apprised that the PMU is filling the reimbursement claims on monthly basis and the Donor Agency (JICA) through DEA (CAAA) is approving the same on regular basis. All the reimbursement claims are being approved by JICA well on time and only the latest filed claim (Feb'2023) is pending with JICA, which will be reimbursed/approved shortly in due course of time.

**Decision: The Chairman and the Governing Body appreciated the systematic efforts of the PMU in filing the reimbursement claims and its approval by the donor agency (JICA).**





**AGENDA ITEM: 4**

**APO FOR FINANCIAL YEAR 2023-24:**

The APO for the FY 2023-24 to the tune of Rs 102.00 Crores as per the JICA Document was placed before the Governing Body as **Annexure-B** for consideration and deliberation.

The Governing Body had detailed component wise deliberations on the APO FY 2023-24, the various activities to be carried out in various components were discussed at length and thereafter the Governing Body approved the same.

**Decision: The Governing Body approved the APO for FY 2023-24 to the tune of Rs 102.00 Crores.**



**AGENDA ITEM: 5**

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

The Governing Body was informed that “Jadi Buti Cell” under JICA assisted PIHPFEM&L has been working on different models which were approved in previous Governing Body meetings. In addition to these models, Jadi Buti Cell proposed two models on Rhododendron and Wild marigold which was placed before the Governing Body as **Annexure-C** as follows:

1. Collection, processing and value addition of Rhododendron arboreum (Burans)
2. Propagation of Tagetes minuta (Wild marigold) and extraction of its oil for sale.


After deliberations the Governing Body expressed the satisfaction on the progress and approved the same.

**Decision: The Governing Body approved the proposed two new models as Annexure-C.**

## **AGENDA ITEM: 6**

### **Unitization of balance Provision under Project Management Consultancy (PMC):-**

The Governing Body was apprised that as per the Project document (Schedule 2: Allocation of Proceeds of Loan), there is a provision of Rs. 7.07 Crore (123 Mill. Yen) in Category-B for the procurement of "Consulting Services" for the Project. As such SOFRECO (A France based Company) was hired for Consulting Services (PMC) through International Competitive bidding (ICB) with the tendered amount of Rs. 4.67 Crore. CPD-PIHPFEM&L informed that the extended period of the PMC will be completed in the month of June'2023 and after the expected payment of Rs. 2.35 Crore (approx.) to PMC, Rs. 4.72 crore will be left against the overall provision of Rs. 7.07 Crore for PMC. For further strengthening of the Project Implementation and documentation, services of Consultants will be needed in various fields like Livelihood, Sustainability of VFDS & SHGs, GIS, Capacity Strengthening of the stake holders etc during the Project Period. Therefore, there is a need to hire services of "Local Consultants" to meet the requirement in different aspects and at the same time by hiring the services of local consultants and the amount meant for Consultancy Services.



**Decision: The Governing Body gave its go ahead to take-up this issue with the Donor Agency (JICA) for provisioning of the "Local Consultants" for the rest of the Project Period.**

## AGENDA ITEM: 7

### PROCUREMENT OF MACHINERIES, EQUIPMENTS & TOOLS UNDER PFM MODE FOR SELF HELP GROUPS:

The proposal for Procurement of Machineries, Equipments & Tools under PFM Mode for Self Help Groups was placed before the Governing Body for its consideration. The Governing Body was appraised that matter related to procurement of machinery equipment and tools under JICA HP Forestry Project for Village Forest Development Society (VFDS) and Self-Help Group (SHG) was presented before 5th and 6th Governing Body Meetings of the Society for PIHPFFEM&L. The Governing Body at that point of time decided to follow the existing Departmental procurement procedures. The HPFD procedure of procurement for community institutions such as VFDS and SHGs are posing different challenges and technical difficulties especially when a part of the cost (50 to 25%) is being contributed by the SHGs which are briefly presented as follows:

- i. SHG and VFDS members are not involved in the process of procurement in the existing departmental procurement norms where financial contribution of community institutions like SHG and VFDS financial contribution ranges from 50-25%.
- ii. It was observed and mentioned by the community institution (VFDS and SHG) members that department procedures of machine, equipment and tools procurement do not provide opportunity to the SHG and VFDS members to evaluate the machines/equipment's as per their need and operational skills/capacity.
- iii. Post procurement services and replacement of defective parts of equipment's procured from the far away vendors through tender are either missing or delayed which do not meet time frame and expected service needed for the community stakeholders and result in direct economic loss to the working groups.
- iv. Locally procured equipment and machines with involvement of SHG and VFDS members will facilitate post procurement repairs and replacement of defective parts as per the needs of the SHGs.

Keeping in view of the constraints listed above following revised proposal for procurement of machines, equipment's & tools for VFDS/SHGs was proposed:

Items to be procured	Value	Procurement method
Goods, machineries, equipment and material	Rs. 5000/per bill	Direct purchase from the local market by the EC of VFDS or SHG.
	Above Rs. 5000 & up to Rs1 Lakh	Procurement by local shopping procedure written quotation at least three (following quality, quantity and other specification standards) by purchase committee of three members of VFDS headed by the Treasurer (Deputy Ranger) of the VFDS Committee will consist of following members - 1. Deputy Ranger (Treasurer of VFDS)-(Chairperson) 2. President of VFDS-(Member) 3. President of SHG-(Member) 4. Secretary of VFDS or SHG-(Member)
	Above Rs. 1Lakh & up to Rs. 5 Lakh	Procurement committee consisting of followings 1. DFO-cum-DMU-(Chairperson) 2. Range Officer- (Member) 3. Dy. Ranger (Treasurer of VFDS)-(Member) 4. VFDS President -(Member) 5. SHG President -(Member) Will do the procurements from the local market.
	Above Rs. 5 Lakh	Tenders/GeM procurement procedure as per Departmental Norms will be followed.

**Decision: After deliberations the Governing Body approved the Agenda item as such.**


**AGENDA ITEM: 8**

**Ratification of Memorandum of Understanding (MoU) with Nationalized bank “Bank of Baroda” for credit linkage of SHGs formed under PIHPFEM&L:**

The Governing Body was apprised that the JICA Forestry Project is aiming to provide the financial stability and literacy to SHGs formed under PIHPFEM&L. The philosophy of Project is to provide the sustainable platform of Livelihood improvement to these SHGs through financial linkages with banks/ financial institutions. For this purpose the different financial institutions / Banks was invited and series of meeting had been done with these financial institutions to provide the right and easy accessible platform to SHGs formed under PIHPFEM&L.

The Member Secretary informed that after analyzing the financial institutions, Nationalized Bank, Bank of Baroda came up with the packet of solutions exclusively designed to SHGs formed under PIHPFEM&L and would provide the minimum rate of interest on Loan to the SHGs made under PIHPFEM&L among the peer PSUs. In addition to it the Bank of Baroda is agree to waive off the hidden charges. Further, the said Bank will position customer relationship manager (Bank Mitra/Bank Sakhi) to facilitate financing of SHGs at VFDS level.

The Governing Body appreciated the effort to strengthen the SHGs pertaining to financial literacy and approved the MoU which was placed before the Governing Body as **Annexure-D** with Nationalized bank “Bank of Baroda” for credit linkage of SHGs formed under PIHPFEM&L with the suggestions that there can be areas where Bank of Baroda may not have its branches, for such areas, similar arrangement with other Nationalized Banks may also be explored.



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

**AGENDA ITEM: 9**

**Utilization of Interest accrued in the Society account for Renovation/Maintenance of New PMU Building at Totu:**

The Governing Body was apprised the Project is running under 'Society' mode, as such the funds/ Grant-in-Aid being received from the Government is kept in the Society Bank Account. Bank capitalized the interest on the funds kept in the account during transitions. As on 31.03.2023, an amount of Rs. 76.00 (unaudited) is capitalized in the Society Account (including all field offices). The CPD-PIHPFEM&L informed that the building approved for PMU requires some renovation/alteration work to make it as office premise. It was proposed that an amount of Rs. 30 Lakhs (approx.) or on the basis of actual work estimates, be utilized from the portion of 'Interest accrued' for the "*Renovation/Maintenance of new building to convert it into PMU Office*" at Totu.

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




**AGENDA ITEM: 10**

**Opening of fifteen new Multipurpose Outlets to provide market place for SHGs/CIGs:**

The Governing Body was apprised that the JICA Forestry Project is not only focusing on quality products made by the SHGs but also committed to provide them the sustainable Model of marketplace for Livelihood Improvement. In this context, the Project has opened a Multipurpose Outlet at Kullu as Pilot, which is now being run successfully by the SHGs and various products under the brand name "HIM TRADITION" is being sold there. This initiative has provided a sustainable platform to SHGs in Project area of Kullu Circle. Similar outlets at Jhiri in Mandi and Taradevi at Shimla are ready.

SHGs of other areas are also demanding for providing them marketplace to give boost to their Livelihoods. As such 15 new outlets at different locations of the Project Area are proposed to be established during FY 2023-24. The per outlet cost@15 lakh approximately (actual based on estimates) will be provided from the PIHPFEM&L funds during FY 2023-24.

After the deliberations the Governing Body approved the agenda and also instructed to keep the record of sales to know the status of financials in those outlets.



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

**AGENDA ITEM: 11**

**Organization of Division Level “JICA- Mela” on Quarterly Basis for SHGs for selling their products:**

The Governing Body was appraised that the Project has taken many steps for marketing support to SHGs formed under PIHPFEM&L in the form of providing selling platforms in exhibitions, Melas , SARAS Melas etc. However these platforms are not sufficient to meet the requirement of the sustainable marketability of the products being made by the SHGs.

The HPSRLM & NABARD organize such ‘Melas’ for their SHGs from time to time at different locations entirely funded by them including transport, one shop to each SHG and staying arrangement for members of SHGs.

The Governing Body was appraised that PIHPFEM&L is also proposing to organize Division Level “ JICA – Mela” on quarterly basis so that maximum SHGs of that Division can participate and get the market place to sell their products on HPSRLM and NABARD pattern. In addition to this, it was proposed that five Gazebo tents would be provided to each Division of PIHPFEM&L to sell SHG made products in different locations on demand basis.

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





**Agenda Item -12**

**Training Calendar for FY 2023-24:**

The Governing Body was appraised regarding Training Calendar for the FY-2023-24 which was placed before the Governing Body as **Annexure-E**. For effective and timely implementation of Project activities and institutional strengthening of field functionaries, the training calendar has been designed for Project stakeholders such as Project staff departmental staff, VFDSs/SHGs representatives and members would get benefited through these trainings and workshops.

With in state and outside state exposure visits are also included in this Training Calendar of FY 2023-24.

**Decision: The Governing Body approved the agenda item as such.**



## **AGENDA ITEM: 13**

### **Study of Water Quality:**

The Governing Body was apprised that the Project for Improvement of Himachal Pradesh Forest Ecosystems Management and Livelihoods proposes to conduct study on water quality of various springs.

**Scope of Study-** Study on water quality of various springs in the Project area of Chopal, Theog and Rohru Forest Divisions.

- The study will be focused on the rate of discharge of springs.
- Local use of springs for drinking and irrigation purposes.
- Chemical analysis of spring water to study the effect of chemical fertilizers and pesticides etc. used in the horticulture practices.
- Documentation and digitization of springs.
- Identification of recharge zone of identified springs.
- Recommendation of treatment such as rejuvenation of dried springs, maintenance of existing old springs etc.

**Finance-** The expenditure on study may range from 4 Lacs to 6 Lacs, depending upon the existing springs in the concerned Forest Divisions.

The expenditure on the study can be met with from the budget available in the Component 1.6.3 of DPR as **Annexure-F** placed before the Governing Body.

**Decision:** The Governing Body approved the agenda as such and the Chairman suggested that the study may be conducted in collaboration with Jal Shakti Vibhag. The data collected and implementation of activities be shared with DFOs concerned for institutional memory and being incorporated in future revisions of Working Plans.

**AGENDA ITEM: 14**

**Study on Propagation of Rhododendron arboreum (Lal Burans) and Ficus religiosa (Pipal) through seed:**

The Governing Body was appraised that the Project proposes to conduct a trial on regeneration of *Rhododendron arboreum* through seeds in departmental nurseries in the State of H.P. *Rhododendron arboreum* (Lal Burans) now appears to be rare and endangered, therefore, needs propagation and conservation measures.

Sikkim Forest Department has developed successful nursery practices on “*Rhododendron arboreum*” species. Same successful practices can be adopted in H.P. through consultation with Sikkim Forest Department for the regeneration/propagation of *Rhododendron arboreum*. The trials were proposed to be conducted during the year 2023-24 and 2024-25.

Project also proposes to conduct a trial on regeneration of Pipal (*Ficus religiosa*) through seed in Department nurseries in the state of HP, as the survival rate of Pipal, being propagated presently through cutting is very low. The trials are proposed to be conducted during the year 2023-24 and 2024-25.

Sufficient funds to meet the expenditure were available under the component 1.4.4 “Seedling Production” of the DPR placed before the Governing Body as **Annexure-G**.

**Decision: The Governing Body approved the agenda as such and the Chairman suggested to also raise Bhoj Patra in JICA Nuseries of Kinnaur and Kullu.**

**AGENDA ITEM: 15**

**Procurement of vermicompost for nurseries through SHGs:**

The Governing Body was appraised that in JICA Forestry Project, the SHGs are being trained in different IGAs (Income Generation Activities) to enhance their Livelihoods. Preparation of vermicompost is one of the important Livelihood Models being adopted by these SHGs in different divisions under the Project. Currently 80 SHGs are trained and producing high quality vermicompost. Himachal Pradesh Forest Department is procuring the tons of vermicompost from open market for their nurseries to fulfill their requirement.

Thereafter it is proposed that in order to strengthen these SHGs, the HPFD should procure the vermicompost from these SHGs on priority bases and once the entire stock of SHGs is exhausted, only then HPFD should procure the same from open market. The concerned Range Officer should enter into agreement with these SHGs.

The Chairman appreciated the proposal and suggested that the quality of the vermicompost prepared by these SHGs should be ensured. The Pr. CCF (HoFF) will issue necessary directions to DFOs in this regard.



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

**AGENDA ITEM: 16**

**Incentives for good quality Plantation carried out under PFM Mode by the Communities:**

The Governing Body was apprised that in Tamil Nadu and some of the other states where JICA forestry projects are going on, have come up with a scheme of providing incentives to the communities (VFDSs/BMCs) who carry out the plantations and protect them. As such, PIHPFEM&L also desire to take initiative of providing such incentives for the plantations being carried out under PFM Mode by the VFDS/BMCs to fulfill the primary object of the plantations i.e. forest cover and survival rate of the plantation. The scheme is placed before Governing Body as **Annexure-H** for perusal.

Scheme of incentives:

VFDSs/BMCs will be incentivized on the basis of the survey to assess the following aspects.

- Quality and survival %age of the plantation area.

Criteria for incentives to VFDS/BMC:

Sr. No.	Detail of Plantation	Area in hectare	4 <sup>th</sup> year assessment		6 <sup>th</sup> year assessment	
			Survival percentage (%)	Incentive	Survival percentage (%)	Incentive
1	Name of Plantation		>90	10,000	>80	9,000
			80-90	8,000	70-80	7,000
			70-80	6,000	60-70	5,000

CPD-PIHPFEM&L further informed that sufficient budget is available under the Project Component No. 1.2.3 (Sustainable Forest Ecosystem Management-PFM Mode) to meet with the expenditure for such scheme.

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

**Agenda Item : 17**

**Vehicle Provided to the O/o Hon'ble Chief Minister:**

The Governing Body was appraised that a demand of providing one vehicle was received therein the Principal Private Secretary-cum-Special Secretary to the Hon'ble Chief Minister to the Government of Himachal Pradesh vide his note received in this office through O/o Pr. CCF (HoFF) vide Endst. No. Ft. Ft-1-81 (Lekha)Vol XVII/2020 dated 14.02.2023 (placed before the Governing Body as **Annexure-I**) in favour of Hon'ble Chief Minister Secretariat as the staff of Hon'ble Chief Minister owing to the extreme working pressure which may extend up to late night hours, is facing extreme inconvenience in transportation. In compliance, one Bolero vehicle (Taxi) was hired under JICA Forestry Project after completing all codal formalities and as per rates fixed by DC/SDM (Civil), Shimla has been provided to the O/o Hon'ble Chief Minister to the Government of Himachal Pradesh. Since the vehicle (Taxi) expenditure is to be met from the Component No. 4.1.2.1-(Mobility Support) of the Project, as such needs the approval of the Governing Board of the Project.

**Decision: The Governing Body ratified and approved the Agenda Item.**



**Agenda Item : 18**

**Honorarium to Frontline Staff of HPFD:**

The Governing Body was appraised that Forest Department being a nodal agency to achieve the Project objectives in a schedule manner i.e. April 2018 to March 31, 2020 Preparatory Phase, April 2020-2026 Implementation phase and 2026-2028 withdrawal Phase. Achieving the target as per the project mandate, the involvement of Forest functionaries services are required. The Forest officials at cutting edge are to perform additional duties in addition to their own duties to be performed as per forest manual. For performing these additional duties of the Project these forest officials at the cutting edge need to be paid some honorarium with a suitable amount on monthly basis.

Keeping in view the extra activities performed in addition to own duties by the field staff per month honorarium to the Block Officers (Member Secretary of the VFDS) and Forest Guards of the VFDS area is proposed. This will enhance the capacity/interest of the staff and can bring better results in project implementation. There are 292 Beats and 164 Blocks in which the Project is being implemented. It is proposed that the Forest Guards will be paid honorarium @ 300/- Rs. per month and Dy. Rangers @ Rs. 400/- per month. An average expenditure to meet this will be Rs.1,53,200/- per month which be borne by the PIHPFEM&L (JICA Funded).

The budget is available under Project component No. 4.1.3.1 (Human Resource Support) to meet with the expenditure.

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



**Agenda Item : 19**

**Payment of monthly fixed amount to the Retd. IFS Officers as per GoI Guidelines:**

The Governing Body<sup>1</sup> was appraised that at present the salary of the reemployed retired officers form the different categories whether central of state is being fixed based on the HP Govt. notification FIN©B(7)13/2009 (placed before the Governing Body as **Annexure-J**). By this Notification, the H.P. Govt. enhanced “*the upper limit for drawl of pay plus gross pension, on reemployment, from Rs. 26,000/- to Rs. 80,000/-.*” In view of the highest pay of Rs. 80,000/- at the time of issue of these instructions as per the 6<sup>th</sup> pay commission. Subsequently the highest basic pay of Central/All India Service Officers working in the state has been revised to Rs. 2,25,000/- (level 17 of seventh pay commission).

Therefore, separate criteria are required for fixation of remuneration in respect of retired All India/Central Service officers engaged in the Project on contract basis. Also, the All India Service/Central Service officers working in the State are drawing salary as per the revised pay scale of 7<sup>th</sup> pay commission and their pension fixation is done accordingly.

The Government of India, Ministry of Finance has issued guidelines for regulations of Remuneration in case of contract appointment of Retired Central Govt. employees (placed before the Governing Body as **Annexure-K**). As per Para 6.1 of these guidelines “*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 of re-employment is not to exceed Rs. 2.25.000/- i.e., Pay Level 17.*” This notification is relevant for fixation of remuneration of the retired All India Service Officers in the Project being engaged on contract basis, present as well as for future. Therefore, it is proposed to adopt the above GoI guidelines for fixation of the remuneration in respect of All India/Central Service officers engaged in the Project on **Contract basis**.

Therefore, the remuneration of Retd. AIS Officer engaged at contract basis, proposed in view of the GOI guidelines ibid may be allowed to be fixed in accordance with the GOI, Ministry of Finance Guidelines. The amount to meet the increase is available under the present budget provision of the Project.

**Decision: The Chairman Governing Body directed to take this agenda on single file separately with a detailed comparison of remuneration given to Retd. State and Central Govt. employees.**



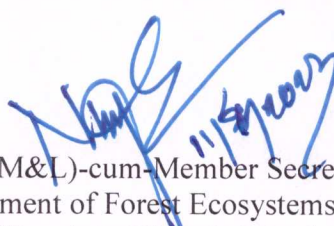
**AGENDA ITEM: 20**

**Sustainability of VFDS:**

The Governing Body was apprised that the operational guidelines have been prepared by the Project Consultants on 'Sustainability of Village Forest Development Societies (VFDS)' placed before the Governing Body as **Annexure-L** to facilitate the project staff to initiate the key processes to ensure institutional and financial sustainability during and after the project was withdrawn. Institutional sustainability emphasizes on conceptual clarity of VFDS on project background & approach, Clear Institutional Vision & Mission of VFDS, clear understanding of byelaws, transparency in working of VFDS, collective decision making, ensuring access to information to all VFDS members, conflict resolving mechanism, developing multiple leadership, establishing institutional arrangements, communication & publicity along with capacitating project staff to implement the concept. Key areas for generating funds to ensure financial sustainability focuses on membership fee, Grant-in-Aid, charges on water use for irrigation from the resource created under project, Grass collection, NTFP collection and marketing, NTFP-value addition, propagation of the selected herbs, linkages with existing Central/State Government schemes, implementation of forest based activities as contractor along with rural tourism. The Guidelines were to be circulated to each VFDS, HPFD Field Staff and the Project Staff.

**Decision: The Governing Body approved the Operational Guidelines for Sustainability of Village Forest Development Society (VFDS).**

**\*\*\* The meeting ended with a vote of thanks to the Chair\*\*\***

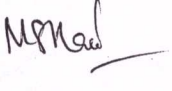

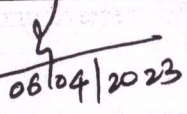
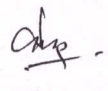
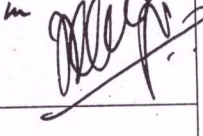
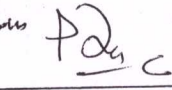


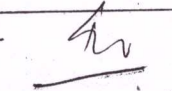

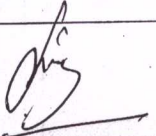

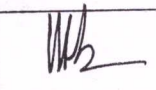




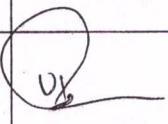
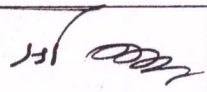

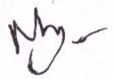

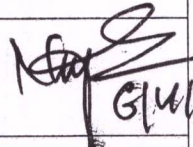
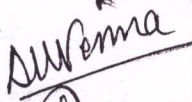
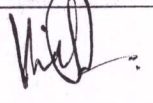
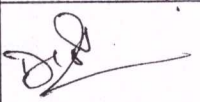
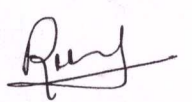
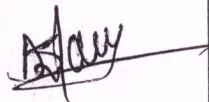
CPD (JICA-PIHPFEM&L)-cum-Member Secretary,  
'Society for Improvement of Forest Ecosystems  
Management & Livelihoods in Himachal Pradesh'



Pr. Secretary (Forests) GoHP-and-Chairman  
Governing Body of the 'Society' of PIHPFEM&

Attendance sheet for the 9<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" held under the Chairmanship of Principal Secretary (Forests) to the GoHP on 06.04.2023 at H.P. Secretariat, Shimla.

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26	Dinesh Kumar	Accounts Manager		
27	Rajmish Kumar	Programme Manager (GIS)		