

Proceedings of the 9th meeting of Executive Committee under the Chairmanship of Chief Project Director (Chairman Executive Committee) of Society for Improvement of Forest Ecosystems Management & Livelihoods in H.P. for JICA assisted Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods.


I. The 9th meeting of Executive Committee of Society for Improvement of Forest Ecosystems Management and Livelihoods in H.P. for JICA assisted Project for Improvement of Himachal Pradesh Forest Ecosystems Management & Livelihoods was held on 30.12.2019 at Shimla. The names of the officers and officials, who were present in the meeting is attached as Annexure-I.

II. The progress on the actions taken on the decisions made in the last Executive Committee meeting on 05.11.2019 was reviewed:


No.	Action Items	Decision taken in the meeting
(a)	(i) Deficiency of staff in JICA Project	(i) As on date 55 no. of employee has been provided by HPNRMS, Solan & 18 no. of employee has been provided by NRTC. A meeting chaired by Pr. CCF (HoFF) on the issue of providing remaining staff by HPNRMS, Solan was held on 18-10-2019 & HPNRMS has been directed by the PCCF (HoFF) to provide the remaining staff at the earliest by 15 th November. The requisition for remaining staff has been again sent to CEO, HPNRMS on dated 23.10.2019, including four posts required for Jadi- Butti Cell. A meeting was held at Solan under the Chairmanship of APCCF-cum-CEO HPNRM Society on 16.11.2019 to finalize the requirement of various staff for JICA assisted Forestry Project. <i>Since August till date HPNRM Society Solan has withdrawn the services of 23 officials from O/o CPD JICA-PIHPFEM&L and HPNRM Society Solan has provided the NOC for the four experts for Jadi-Buti Cell, therefore, a single file has been sent to Pr. CCF (HoFF) for giving permission to hire the balance staff through some other outsource agency.</i> Progress will be reviewed in next meeting.

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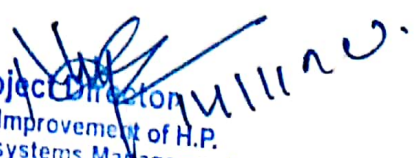
(b)	To work on the Gender Action Plan	Finalized and printed. Item may be dropped.
(c)	FEMP & CD&LIP Manual	CD Manual Finalized and printed. LIP input is awaited from PMC (Dr Indu Nagar). Dr. Nagar has been reminded to finalize the same. FEMP Manual is being finalized by PD (M&E), Kullu and Programme Manager (Forestry & Biodiversity) with the help of PMC.
(d)	Tally software related issues	PM (GIS/MIS/IT) discussed the matter with CAMPA Branch at Talland & they suggested that the tally software needs to be customized as per requirement to make the entries and generate the reports, after that training will be held on customized software. PM (GIS/MIS/IT) along with Accounts Manager needs to take action on the issue. Awaiting.
(e)	Discussion on formulation of micro plans.	Microplans has been formulated for Sarli VFDS constituted in Bastori panchayat , Kullu Range in Kullu division & Chhajpur VFDS in Chhajpur panchayat, Saraswatinagar range in Rohru division. Being pursued in other divisions as well.
(f)	Training/workshops for Frontline Staff	PM (Livelihoods & Training) for preparation of training manual for the Frontline staff in consultation with DPD, Rampur in keeping in view the training needs already identified by DPD, Rampur. Awaiting. A training program will be organized on Gender issues on 3 & 4.01.2020 at FTI Chail for Frontline Staff and one day workshop on issues of Stray Cattle and Grazing will be held on 07.01.2020 at Circuit House Shimla.


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(g)	Wild Life Conflict Management (Rapid Response Team)	<p>RRT team will primarily work for Human Animal Conflict management.</p> <p>It was decided that the Programme Manager (Forestry & Biodiversity) will make a flow chart of activities, tentative list of equipments needed in the workshop and look for the suitable resource person for the workshop. Thereafter the future action will be taken accordingly.</p> <p>Item pending compliance awaited from Programme Manager (Forestry & Biodiversity).</p>
(h)	Nursery Development Monitoring	<p>The details has been shared with PD (M&E) Kullu, action will be taken by PD (M&E) Kullu.</p> <p>Forest Guards Smt. Chaitnya and Smt. Sonu Devi are assisting PD (M&E), Kullu in this. Will be reviewed in next meeting.</p>
(i)	VFDS Selection	<p>Keeping in view the field conditions it was decided that at an average every range of project area will have seven VFDS each but minor changes if required keeping in view the practicality, flexibility for the same, both at Range as well as VFDS may be inevitable. However for the time being the DMUs & FCCUs should stick to the exiting provisions and the same can be reviewed during midterm review.</p> <p>Approval of 77 VFDS and 6 BMC sub-committees in different location has been given by CPD.</p>



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New Agenda Item		
Item No.	Activities	Further Necessary Action
1.	Publicity	<p>a). Guidelines for micro planning in booklet form prepared by PD (M&E), Kullu will be shared before 20th September, 2019 and then will be finalized. (Finalized and Printed. Item may be dropped).</p> <p>b). In-House Quarterly Newsletter to be published by PD (M&E), Kullu both in Hindi & English. However its legal requirements are to be finalized soon by PD (M&E). Two newsletter has been published. Item may be dropped.</p> <p>c). It was decided that PD (M&E), Kullu will go ahead with the printing of micro plan guidelines in <i>Hindi</i>, after ensuring the proper translation at the same from already printed English version. (Action pending)</p> <p>PMU Office Shimla has designed all the publicity material i.e. the Notebooks, file folders, different pamphlets in English & Hindi, diary, calenders etc. Finalized and prnted. The calendar and diary will be launched by Hon'ble C.M. on 07.01.2020.</p>
2.	Training of Field Staff	<p>PD (M&E), Kullu volunteered to look after the training of the field officials. Programme Manager and SMS (Livelihoods & Trainings) will assist PD (M&E) Kullu in this regard and they will also look after the remaining trainings of project staff like FTU Coordinators, Computer Operator, Subject Matter Specialist etc. etc. Will be reviewed in next meeting,</p>
3.	BMC committee Sub	<p>BMC sub committees will be registered under Society Registration Act 2006 rules as there are no rules verified under Biodiversity Act and the issue will be taken to Governing Body meeting.</p>


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4.	Hiring of Pool Vehicle	<p>It was decided that one pool vehicle needs to be engaged in PMU office, Shimla for the given below purposes:</p> <ul style="list-style-type: none"> → Any urgency to be attended by CPD/PD/other official of PMU office. → Used for To & Fro movement of the official staff of PMU from Talland (Head Quarter of Forest Department) to Potters' Hill, PMU Office. → Any touring purpose for field visits for proper Monitoring and Evaluation of the field activities by PMU Staff. <p>To attend the meetings/Trainings and Workshops with respect to JICA assisted Project by office staff of PMU. In absence of the attached vehicle, the pooled Vehicle will also be used by CPD/PD.</p> <p>As Project has the approval of 30 motor vehicles for the PMU offices, 7 Circles & 18 Divisions under Project against which 29 have been hired till date, accordingly it was decided that one Pooled vehicle may be engaged in PMU, Shimla. Subsequently this item needs to be taken to Governing Body for ratification.</p>
5.	General Meeting of the Society	<p>The 1st General Body Meeting of the Society will be held at Kullu under the Chairmanship of Hon'ble Forest Minister. Accordingly the date for the same needs to be sought from Hon'ble Forest Minister through Pr. CCF (HoFF) and ACS (Forests).</p>

The meeting ended with a vote of thanks to the chair.


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