टीमें और आजादी (क्रमशः)
उत्तराखण्ड ग्राम्य विकास समिति के प्रबंधकार्यकारियों की आठवीं बैठक के आयोजन के सम्बन्ध में।

कृपया अवगत होना चाहें कि उत्तराखण्ड ग्राम्य विकास समिति के नियमों एवं विनियमों के
तहत उत्तराखण्ड ग्राम्य विकास समिति की प्रबंधकार्यकारियों (Management Committee) की
बैठक प्रमुख सचिव व आयुक्त, तन एवं ग्राम्य विकास, उत्तराखण्ड शासन की अध्यक्षता में वर्ष में
tीन बार आयोजित की जाती है। उक्त बैठक में मुख्यतः निम्नलिखित बिनुभूतियों पर विचार विमर्श
किया जाएगा——
1. वित्तीय वर्ष 2007-08 में किये जा रहे कार्यों पर चर्चा।
2. परियोजना की वित्तीय वर्ष 2007-08 की संशोधित वार्षिक कार्य योजना वज्र (Revised
AWPB) का अनुमोदन एवं परियोजना की स्टीणर कमेटी में अनुमोदन हेतु अपराधित।
3. समिति के वित्तीय वर्ष 2006-07 के लिये अक्षमित लेख पुस्तकों का अनुमोदन कर समिति
की साधारण समा द्वारा adoption किये जाने हेतु अपराधित।
4. अन्य समबद्धि विषयों पर विचार-विमर्श।

उत्तराखण्ड ग्राम्य विकास समिति की प्रबंधकार्यकारियों के सदस्यों की सूची आपके
अधिकारी नये पत्ताका "क" में प्रस्तुत है। इस परिषद में समिति के प्रबंधकार्यकारियों की आठवीं
बैठक माह सितंबर 2007 के तृतीय समारोह (दिनांक 17 से 23 सितंबर, 2007 के मध्य) FRDC
समागम में आयोजित की गई प्रस्तावित हैं।
कृपया उपरोक्त नामांकन बैठक की तिथि एवं समय के बारे में सुविधानुसार इंगित करना
चाहें

(सांस्कृतिक समांगम)
उत्तराखण्ड ग्राम्य विकास समिति

अभिप्रेत,
उत्तराखण्ड ग्राम्य विकास समिति
उत्तराखंड ग्राम्य विकास समिति की प्रवृत्ति कार्यकारी की आठवीं बैठक के कार्यपरिवर्तन के संबंध में।

दिनांक 25.09.2007 को प्रमुख सचिव व आयुक्त वन एवं ग्राम्य विकास, उत्तराखंड शासन की अध्यक्षता मे FRDC समागम में आहुत उत्तराखंड ग्राम्य विकास समिति की प्रवृत्ति कार्यकारी की आठवीं बैठक का कार्यपरिवर्तन Soft Copy सहित पत्र का 'क' में प्रस्तुत है।

कृपया उक्त कार्यपरिवर्तन का अवलोकन करना चाहें तथा अनुमोदन की दशा में कार्यपरिवर्तन पर हस्ताक्षर करना चाहें।

(प्रवृत्ति सदस्य)
उत्तराखंड ग्राम्य विकास समिति सदस्य सचिव,

8.10.2
date may be checked.
MINUTES OF 8th MANAGEMENT COMMITTEE (MC) MEETING OF UTTARANCHAL GRAMYA VIKAS SAMITI (UGVS)
25th September, 2007
Venue: FRDC Meeting Hall, Secretariat, Govt. of Uttarakhand

The meeting was chaired by Mrs. Vibha Puri Das, Chairman of the Management Committee of Uttarakhal Gramya Vikas Samiti.

The following members were present in the meeting:
1. Smt. Vibha Puri Das, Principal Secretary, Forest and Rural Development Commissioner, Government of Uttarakhand.
2. Mr. P.K. Mphants, Secretary, Rural Development, Government of Uttarakhand.
6. Ms. Jyotsna Sittings, Member Secretary & Project Director, Aajeevika.
7. Mr. Prem Singh Hooda, Chief Executive Officer, UPASaC, Dehradun.
8. Mr. Kuldeep Singh, Assistant General Manager NABARD, Dehradun, Uttarakhand.
9. Mr. Hayat Singh, President, Jila Panchayat, Chamoli, Uttarakhand.
10. Mr. Dinesh Joshi, President, NGO Himalayan Adhyan Kendra, Almora.
11. Mr. R.S. Rana, Secretary, HITONA, Uttarkashi.
12. Dr. D.S. Pundir, Secretary, HIMAD, Chamoli.

Aajeevika Participants:
1. Mr. V.K. Thapliyal, Manager-Finance Administration & Resource Mobilization, Aajeevika.
2. Mr. M.S. Yadav, Technical Officer, Aajeevika.
3. Mr. Mohd Shareef, Finance & Administration Officer, Aajeevika.
4. Mr. Manish Kukreti, Project Assistant, Aajeevika.

The meeting started with welcome of the Management Committee (MC) members by the Project Director, Aajeevika.

Project Director (PD), Aajeevika presented a brief overview of the project for the members of the Management Committee attending the meeting for the first time. Role of Project Management Unit and Uttarakhal Parvatiya Aajeevika Sanvardhan Company (UPASaC) in implementation of various components under the project was explained.

**Agenda –MC: 8.1 Confirmation of the minutes of the Seventh Management Committee Meeting held on 19th June, 2007**

Member Secretary and PD, Aajeevika read out the minutes of the Seventh Management Committee Meeting held on 19th June’ 2007. The same had been circulated to all the members along with the agenda.

The Committee accorded its approval for adoption of the minutes of the Seventh Management Committee Meeting and unanimously passed the following resolution:

"RESOLVED that the Committee has taken note of the minutes of the Seventh Management Committee Meeting held on 19th June’ 2007 and accords its approval for taking the minutes on record."

**Agenda –MC: 8.2 Compliance Status of decisions taken at Seventh Management Committee Meeting.**

PD Aajeevika appraised the committee about compliance status of action points of Seventh Management Committee meeting.
Review of the progress in Aajeevika Project and UPASaC

The physical and financial progress of the Project Management Unit & UPASaC Company for the period from April 2007 to August 2007 was reviewed with regard to Annex- III & IV respectively.

Additional Sectary, Industry commended upon the slow progress being made in the component C&D by UPASaC. To this CEO, UPASaC explained that the slow progress was on account of time taken for grounding the trained staff recruited in January 2007. He assured that the target would be achieved in time.

(Action: CEO, UPASaC)

PD informed that identification of tourism circuits has been done in Tehri, Uttarkashi, Bageshwar and Chamoli district in consultation with CCF, ecotourism. In this regard the Additional Secretary, Industry appraised that in addition to 14 villages already selected under UNDP funded ecotourism project, more villages could now be included in the future. To decide the modalities of implementation of ecotourism project UNDP has now floated the consultancy. The same could be discussed with Additional Chief Secretary, Uttarakhand Government for convergence with Aajeevika project.

(Action: PD Aajeevika & CEO, UPASaC)

CEO, UPASaC apprised the house about the coverage of bank services in the project area and he also informed the house that out of 959 villages there are only 45 bank branches of cooperative and commercial bank. Thus on an average 22 villages are covered by single bank branch. Chairperson suggested that a formal proposal be prepared by CEO, UPASaC for the adoption of the uncovered villages. The same could be forwarded by the Rural Development Department to the Finance Department of Uttarakhand for opening of new bank branches in the uncovered area as indicated in Annex-II of the Agenda point MC: 8.2.(Agenda Item MC: 7.3.[b]). The Additional Secretary, Finance was of the view that the qualities of service of bankers to SHGs in the remote areas is largely dependent upon motivation and orientation of the bank official. Hence banker need to be oriented and trained to understand and handle SHG linked financial transaction in a responsible way. For this training program needs to be initiated for the bankers.

(Action: PD Aajeevika and CEO, UPASaC)

In case of VLCC Meeting, PD apprised that earlier, the VLCC meeting was not regular because of role to be played by members of the committee was not clear. The Government Order issued has made the local NGO partner as secretary and now the meetings are held under the Chairpersonship of Gram Pradhan with or without the presence of Gram Panchayat Adhikari. PD proposed that members of federation should be included as Co-Secretary in the first year of project implement and they would eventually take over the responsibility of Secretary of VLCC by the beginning of the second year. Appropriate Government Order may be issued in this regard by the Secretary, Rural Development, Government of Uttarakhand.

(Action: Secretary RD and PD Aajeevika)

Chairperson suggested that business model adopted by Aajeevika project should be upscaled by UPASaC. The same need to be shared with Uttarakhand Poultry Development Board to make the business of Poultry Board viable.

(Action: CEO, UPASaC)

During the presentation on drudgery reduction intervention of women through Plastic Water Pitchers (Samridhi ghada), Additional Secretary, Industries was of the view that Plastic Water Pitchers are not bio degradable and the project should also educate the villagers for the system of its disposal after use.

(Action: PD Aajeevika)
In the progress presentation of UPASaC, Additional Secretary, Industries expressed concern over the male v/s female participation in the training by UPASaC, where in, the representation of women was found relatively low in some of the components like fodder, micro dairy, mother unit poultry, MAP cultivation, improved tools/masonry etc. To this CEO, UPASaC apprised the house that the concern has been noted and due attention will be given for equal participation of women in all the activities initiated by UPASaC.

(Action: CEO, UPASaC)

The President, NGO Himalayan Adhyat Kendra, Almora suggested the need for increase in capacity building of NGO staff for transactional capacity. He emphasized on gender sensitization of Panchayat members for more inclusive growth of women in the mountain villages.

(Action: PD Aajeevika)

Additional Secretary, Finance expressed concern over the forest trees and shrubs that are being destroyed to support the tomato cultivation. To this PD expressed the need to go for Bamboo plantation and shrubs where the commercial cultivation of vegetales require stakes for support. Any such cultivation having harmful effect on environment needs to be carefully studied before any such projects are taken up and the mitigation measures be addressed.

(Action: PD Aajeevika and CEO, UPASaC)

The Jila Panchayat President, Chamoli told that there is great possibility to cultivate expensive medicinal plants in higher altitude, which can give high returns to the local farmers. If the medicinal plant will be promoted by Aajeevika, this is very big livelihood support for the community. To this PD informed the house that UPASaC is already working with local community especially in Ghat block for medicinal plants with the support from HRDI, CAP (Sailakui) and FAO. This experiment will be tried, which will be up scaled in Chamoli from 2008 onwards.

(Action: CEO, UPASaC)

Agenda –MC: 8.4 Revision of Annual Work Plan & Budget (AWPB) for the Financial Year 2007-08.

The revision required in the AWPB for 2007-2008 was explained to the house by Manager, Finance and Administration (FA&RM). It was brought to the knowledge of the house that in the 6th MC Meeting of UGVs held on 11.01.2007 had approved a budget of Rs.15.20 crores for the year 2007-08. The same is proposed to be revised to Rs.13.83 crores primarily due to curtailing of expenditures in Component-C (Livelihood Enhancement and Development) by UPASaC. The componential works of UPASaC was not fine-tuned in the initial phase and now the same has been fine-tuned now with the revised budget.

The Management Committee discussed on the revised budget and approved the revised annual work plan budget of Rs.13.83 crores for Aajeevika project and UPASaC implemented by Uttaranchal Gramya Vikas Samiti for the year 2007-08 and unanimously passed the following resolution.

"RESOLVED that the Revised Annual Work Plan Budget of Rs.13.84 crores for the year 2007-08 is hereby approved".

(Action: PD, Aajeevika and CEO, UPASaC)

Agenda –MC: 8.5 Approval of audited accounts of the society to be put up for adoption at General Body Meeting.

The Manager, FA&RM Aajeevika, informed the Management Committee that in accordance with Clause 7 of Chapter-V of the UGVs F&A Rules, the audit of accounts for the year 2006-07 was conducted by M/s N.C. Mittal & Company, Chartered Accountants. The audited annual accounts along with auditor’s reports are provided in Annex-VI of Agenda circulated in the meeting.
The matter was discussed by the committee and after discussion, unanimously passed the following resolution:

"RESOLVED that the Management Committee approved the audited annual accounts for the year 2006-07 and will be produce before the Annual General Meeting of UGVS for approval".

**Agenda –MC: 8.6 Approval for appointment of Auditors for audit of the accounts for the FY 2007-08.**

The Manager, FA&RM Aajeevika, informed the Management Committee that the term of the present auditors M/s N.C. Mittal & Company, Chartered Accountants was up to September 2007 and have completed the audit of accounts of the FY 2006-07. Now fresh auditor's empanelment is to be prepared for the next audit in accordance with Section 5.2 and 5.3 of Article V of the Project Loan Agreement of LIPH Project. The advertisement for the same is to be made in the national newspapers for the appointment of fresh auditors before closure of this financial year i.e. 2007-08. Accordingly, the approval from IFAD will be taken well in time so the audited project financial statements for the financial year 2007-08 could be submitted to IFAD and UNOPS within six months after the end of this fiscal year.

The matter was discussed by the committee in every aspect and after discussion, unanimously passed the following resolution:

"Resolved that the auditors in the Project to be appointed for the ensuing year from the panel of auditors to be prepared by UGVS in accordance with Project Audit Guidelines issued by IFAD. PD is authorized to appoint the auditors for the FY 2007-08 from the list of Chartered Accountants Firm, who will hold the office till the conclusion of the next Annual General Meeting of UGVS".

**Agenda –MC: 8.7 Approval for amendment in terms & conditions of TA/DA rules of contractual staff specified in point no. 4(B) of Schedule V of UGVS Finance & Administration Rules.**

PD appraised that in view of increase in the emoluments of contractual staff upto 15% of the base emoluments from 1st April 2007 as per the decision taken in Special Management Committee meeting and due to increase in cost of living index since inception of the project, decision to increase TA/DA upto 15% was simultaneously taken up in the 7th Management Committee Meeting. So to keep inter-se parity of TA & DA entitlement across different level of contractual staff, it is proposed to shift the emoluments slab of contractual staff at different positions as stated in Column-II of the Agenda Item No. MC: 8.7.

The matter was discussed by the Committee and after discussion, unanimously passed the following resolution.

"RESOLVED that the point No.4 (B) of Schedule V of Finance and Administration Rules of Uttaranchal Gramya Vikas Samiti may be suitably amended with respect to revised emoluments slab stated in Column-II of the Agenda Item No.MC:8.7."

**Agenda –MC: 8.8 Approval for amendment in terms and conditions for positions on contract basis in Point no. 2 of Schedule V of UGVS Finance & Administrative Rules.**

Member Secretary, UGVS appraised the committee that terms & conditions specified in Point No.2 of Schedule V of F&A rules were revised in Seventh Management Committee Meeting held on 19th June 2007. In view of suggestions received from IFAD Country Portfolio Manager (CPM) to moderate the amount set for the reimbursement by contractual staffs who have attended training/workshop in foreign country. Accordingly PD proposed to slash the reimbursement
amount by 50% of actual expenses incurred by the project/Implementing agency on foreign training of contractual staff while keeping conditions of payment for damages to the project, same as was approved in the Seventh Management Committee Meeting.

Additional Secretary, Industries was of view that slashing be done only by 20% or 30% and not 50%. To this PD explained that 50% slab has been mutually decided after consultation with IFAD, where implied condition of payment for damages will be over and above this 50% amount on the outgoing staff within the bond period.

The matter was discussed by the committee and after discussion, unanimously passed the following resolution:

"RESOLVED that the Point No. 2 of Schedule V of F&A Rules of UGVS be suitably amended that in case of managerial/supervisory staff being provided with training/workshop in foreign country, the tenure of the contract can be terminated on three/two month notice by the managerial/supervisory staff along with 50% reimbursement to the project of actual expenses incurred by the project/Implementing agency on foreign training plus damages at 20% of actual cost if employee leaves within one year from the date of return to work place from such trainings, 10% of actual cost in case duration is above one year, till the termination of contractual period."

Agenda–MC: 8.9 Proposal for G.O. from Govt. of Uttarakhand for exemptions from stamp duty on bank finance for SHGs of the Aajeevika Project.

PD appraised the members of the committee that for availing the loan facility from bank to 2263 SHGs of Aajeevika Project, stamp duty is being paid in accordance with the Indian Stamp Act, 1899. Due to limited savings with most of the SHGs, these SHGs face difficulties to bear the cost of stamp duty for acquiring loans from the banks to start micro enterprises. Therefore, PD proposed that in order to enable these SHGs to acquire loan from banks, the Government Order may be issued for exemption of stamp duty up to the loan amount of Rs.5 lakh as has already been issued in case of SHGs formed under erstwhile DASP project in Uttarakhand.

The Management Committee discussed over the matter and unanimously passed the following resolution:

"RESOLVED that the proposal to exempt SHG formed under/included in Aajeevika Project from stamp duty upto Rs.5 lakhs of bank finance is accepted by the Management Committee. A copy of this resolution may be sent to Government for enabling process in Finance department, Government of Uttarakhand."

Agenda–MC: 8.10 Any other points to be taken up with the permission of the Chairperson.

With the permission of the Chairperson the PD, Aajeevika Project placed the following proposal for the approval of the Management Committee-

Agenda–MC: 8.10.1 Approval for delegation of power for the post of Deputy Project Director.

PD informed that in the Seventh Management Committee meeting provision for the post of Deputy Project Director has been approved and Chairperson had been authorized to approve the Terms of Reference and eligibility conditions for the aforesaid post and seek further approval from the Government of Uttarakhand and IFAD. But pending the authorization for formulating the delegation of power for Deputy Project Director to the Chairperson, the file compete in all three aspects i.e. eligibility conditions, terms of reference for responsibilities and delegation of power of Deputy Project Director could not be processed.
In this regard PD put forward the proposal that Chairperson may also be authorized to formulate the delegation of power for the Deputy Project Director.

The Management Committee discussed over the matter and unanimously passed the following resolution:

"Resolved that Chairperson of UGVS Management Committee is authorized to formulate power delegation framework for the post of Deputy Project Director."

Agenda–MC: 8.10.2 Approval for Opening of new district office of UPASaC in District Bageshwar

PD Ajjeevika appraised the house that at present five district offices of the Ajjeevika project namely, Almora, Bageshwar, Chamoli, Tehri & Uttarkashi are functioning for implementation of the project in 17 blocks of 5 districts as per tripartite Project Loan Agreement and approval from IFAD and the Management Committee of UGVS.

Now UPASaC was incorporated on 29th March 2006 U/s 25 of the Companies Act, 1956 and the functioning in 17 blocks of 5 district after opening 4 district offices namely Almora, Chamoli, Tehri & Uttarkashi from January, 2007 as per PAD after appointment of staff at various positions. The difficulty of operation in Kapkot and Bageshwar development blocks from Almora and Chamoli districts have been identified. The same point was also mentioned in the Supervision Report (25 April-07 May 2007) of UNOPS. On this bases approval from IFAD had been taken for opening new district office at Bageshwar and the same had been confirmed in the 3rd Board of Directors Meeting held on 31st July, 2007.

Therefore, the Management Committee may approve the opening of new district office in Bageshwar as the grant for investment and recurring expenses of UPASaC are routed through UGVS as per PAD and the F&A Rules of the UGVS

The Management Committee was apprised of the efforts of PD and took note of the facts and unanimously passed the following resolution:

"Resolved that the Management Committee approve the opening of new district office of UPASaC in Bageshwar for operation in Kapkot and Bageshwar development blocks. Project Director is hereby authorized to reimburse the grant for investment and recurring cost of Bageshwar district as per the requirement of UPASaC from time to time."

Agenda–MC: 8.10.3 Renewal of Agreement with the contractual staff of the Livelihoods Improvement Project for the Himalayas

Member Secretary, UGVS & the PD appraised the members of the Management Committee that the staff of various positions such as managerial, supervisory and subordinate staff in the project had been recruited on contractual basis for the initial period of three years from the open market w.e.f. 9th November, 2004 onward as per the F&A Rules of UGVS passed in the First Management Committee Meeting held on September, 2004. The tenure of initial contractual appointment in various staff positions for three years is going to expire in November, 2007.

Meanwhile in April 2007 the annual contract nature of the employment was converted to term employment by administrating supplementary agreement/bond with the contractual staff as per the retainership policy approved by Sixth Management Committee and Special Management Committee held on 11th January 2007 and 19th March 2007 respectively.

In the light of the retainership policy adopted by the project, PD proposed that the fresh agreement/bond on term employment basis needs to be signed for fresh contract extending the further period of three years. Therefore, PD may be authorized to nominate a reputed HR
Consultant to look into the legal aspect and facilitate fresh contracts for term employment candidates enlisted. The list will be decided by the PD in consultation with the Chairperson of the Management Committee of UGVs.

The Management Committee discussed the proposal and authorized PD to nominate a reputed HR Consultant to facilitate the signing of agreement/bond with the listed contractual staff decided by PD in consultation with the Chairperson of the UGVs Management Committee.

"Resolved that the Project Director is hereby authorized to finalize agreement/bond of term employment and finalize the list of existing contractual staff to enter into fresh contract on term employment with Aajeekvi for further period of three years, in consultation with the Chairperson of the UGVs Management Committee.

Further Resolved that Project Director is also hereby authorized to sign the contractual agreement/bond of term employment of proposed staff for further period of three years."

The meeting ended with vote of thanks to the chair and all the participant members by PD Aajeekvi.

(Jyotsna Singing)
Member Secretary
Management Committee UGVs

(Vibha Puri Das)
Chairman,
Management Committee UGVs

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