

Minutes of Weekly Review Meeting of the Project management Unit Tripura JICA Project held on 30th March, 2010 under the chairmanship of Chief Executive Officer & Project Director, Tripura JICA Project in the Conference Hall of Aranya Bhavan , Agartala

The weekly Review Meeting of the officers of the Project Management Unit of the Tripura JICA Project was held under the chairmanship of the Chief Executive Officer and Project Director in the Conference hall of the Aranya Bhavan, Agartala on the 30th March 2010 at 4.00 pm. The name of the participants present is appended.

Following issues considered urgent and pertinent were discussed in the meeting on this day:

- Preparation for coming plantation season
- Regrouped Villages
- VTC building and SWC
- Training
- SHG and IGA
- Project Monitoring
- Baseline survey
- Project Area mapping
- NTFP Centre of Excellence
- Biodiversity
- Miscellaneous and after detailed discussion the following decisions emerged in the meeting,

Preparation for coming plantation season

The CPOs shall be advised to carry out ANR bamboo plantation in degraded bamboo areas of 1000 ha spread over the success of which shall depend on quality of rhizomes, source & time of collection. Collection of rhizomes will be done by the RMU. Motivating the JFMC members to get the right kind of rhizomes shall be done by the CPOs. The CPOs will be advised by the PMU on collection of bamboo seeds of *Dendrocalamus hamiltonii* from Assam & Mizoram.

Action: Director (P&I)

ICAR NEH region Lembucherra shall be contacted to arranging training on Agro forestry.

Action- Director (P & I)

Regrouped Villages

The amount required by TRPC Ltd for raising rubber plantation is found to be very high, moreover the Organization has also demanded administrative cost also in addition. In view of above it is decided that the TFDPC Ltd. shall rather be contacted to ascertain the cost for creation of rubber plantation. Proposal shall be moved to the Government of India for release of land for rubber plantation

Action- Director (P & I)

VTC building and SWC

Construction of VTC is started in all the DMUs excepting Kanchanpur and Bagafa. The estimate for construction of 50 SWC structures have been submitted by the JFMCs to the DMUs but works in the field has not yet taken pace. Dir (P&I) shall arrange monitoring of the progress and issue suitable instruction.

Action- Dir (P&I)

Training

A separate meeting shall be held for the training schedule which will be chaired by Director (Administration and Finance). General Consultants suggested participants should be identified. The Addl. Dir. (HRD & Training) is advised to have direct communication with the LCs and COs and prepare plan for training of the frontline people as per the approved calendar.

Action- Addl. Dir (HRD & Training)

SHG and IGA

The SHG data sheet 7A and scoring sheet from Kailashahar and Trishna are being submitted in the PMU. A reminder is to be sent to the DMUs. Highest scoring SHG is to be selected as pilot SHG. MoU of the business plan and fund has to be sanctioned. The Technical Officers (ARD/Fisheries) shall finalize the business plan under guidance of the Director (P&I) immediately.

Action- Technical officers (ARD/Fishery)

Project Monitoring

There are 8 formats and so far only 2 datasheets are completed, so to complete the software development works of data sheets quickly, the job

shall be outsourced to three persons so that the work could be completed within a period of three weeks.

Action- MIS Analyst

Baseline survey

Verification of the baseline data survey work has been carried out only in one RMU (under Teliamura DMU) and the work shall be completed in the rest.

Action- Addl. Dir (M&E)

Project Area mapping

The final output of GIS based maps should be submitted by RMSI after ground truthing.

Action- Director (A&F)

NTFP Centre of Excellence

Separate meeting shall be held to discuss the activities of NCE.

Action- Dir NCE

Biodiversity

Work has been assigned to Tripura biodiversity Board. Rs 75 lakhs has been released to carry out the project. Payment will be made phasewise on receipt of the APO. Tripura Biodiversity Board requires computer and vehicle for which a separate meeting shall be taken by the CEO & P.D

Action- Director (A&F)

Miscellaneous

Daily allowance for the Project personnel shall be same for all the Project personnel including that of the outsourced works (Rs. 140/-) when they are required to go out in the field, a suitable mechanism shall be devised for the purpose.

The meeting was concluded by thanking all present.


07/04/2010
(S Talukdar)

(Chief Executive Officer & Project Director)