

Minutes of Meeting held under the chairmanship of the Chief Wildlife Warden, Govt. of Tripura to review the Inception Reports submitted by the Member Institutions on Biodiversity Research and Inventory of Tripura JICA Project

The Chief Wildlife Warden chaired a meeting on the 7th February, 09 convened to review the Inception Reports and requirement of funds sought for by the Member Institutions of the Core Committee for undertaking the job of inventorization of the biodiversity resources and also to finalise the Memoranda of Understanding (MoU) before having agreement with the Member Institutions for undertaking the inventorization work. The list of the Participants present in the meeting is appended at Appendix II.

The inception reports submitted by five Institutions – a) College of Fisheries, b) Botany Department, Tripura University, c) Zoology Department, Tripura University, d) ARPAN and e) Dishari were reviewed in the light of the road map drawn up on methodology for the works and funds to be utilized for the same. And after detailed discussions the following decisions emerged in the meeting:

1. Necessary revisions were made in the Methodology and the Budget with reference to the decisions already taken in the Core Committee meeting dt. 6th January 09 and final allocation is appended at Appendix I.
2. Botany Department of Tripura University, Dishari and ARPAN have budgeted for engagement of Research Associate (@ Rs. 16500 per month. And so these Institutions shall have to employ persons with adequate qualifications as per the UGC norms. If Research Associate of desired qualifications are not found and engaged then these positions shall be converted to Project Associates and paid engagement fee Rs. 12000 per month.
3. The salary for Project Fellow has been agreed to be paid @ Rs. 7500 per month.
4. Staff structure for the research in different taxa was revised and accordingly the budget has been amended.
5. The Member Institutions shall send the CVs of all staff to be engaged for the job to the Core Committee. Approval of Core Committee before appointment in the positions of Research Associate, Project Associate and Project Fellow shall be essential.

6. It was decided that the equipments shall be purchased by the PMU, TFIPAP and supplied to the Member Institutions. The Institutions shall provide the PMU an undertaking that these equipments would be used for the inventorization job only.
7. The cost for minor equipments shall be provided to the Member Institutions.
8. The books shall be purchased by the PMU and supplied to the Institutions. The Member Institutions shall provide the Core Committee with the list of books required by them for the research. The books approved by the Core Committee shall be procured. And only reference books shall be purchased.
9. Two Researchers from Delhi University have sought for permission from the Chief Wildlife Warden to carry out research in Herpetofauna in the forests of Tripura including the PAs. The Researchers may be advised to carry out the research in Herpetofauna as per the requirement of the Project.
10. The NGO, DISHARI shall initiate the work on Birds. The Chief Wildlife Warden shall contact Delhi University for support in the study of Herpetofauna. He shall also contact Resource Institutions/ persons, who can be associated with Core Committee/GC for overseeing as well as assisting the Member Institutions for the research.
11. The MoUs drafted shall be vetted by the Law Department, Government of Tripura before it is put into effect.
12. The GC would help PMU to finalise the MoU and requirement of fund (Budget) so that the MoUs can be signed in the next meeting of the Core Committee. The first instalment can be released to the Member Institutions immediately after signing of MoU.
13. The meeting was concluded thanking everybody present.

Sd/- Dr. A. K. Gupta
Chief Wildlife Warden
&
Chairman, Core Committee

No. F.22-3(6)/ For- JBIC/I&P/B-D/07

**Government of Tripura
Project Management Unit, Tripura JICA Project.
Pt. Nehru Complex , Kunjavan, Agartala.**

Dated Agartala, the 20th February, 09.

Copy to all PMU Members:

- 1-3. Director (P&I) & Director NCE / Director (M&E) / Director (Adm & Fin.)
4. Addl. Director (Planning)
5. Addl. Director (HRD & Trg.) & NCE
- 6-7 Head of Office Tripura JICA Project..

Copy for information to:

1. Chief Secretary, Govt. of Tripura. Agartala.
2. Principal Chief Conservator of Forests, Tripura.
3. Principal Secretary to the Hon'ble Chief Minister, Tripura.
4. Chief Wildlife Warden, Tripura. Agartala.
5. Conservator of Forests, Northern Circle/ Southern Circle
6. Dean, College of fisheries, Agartala.
7. Joint Director, ICAR, NEH region, Tripura
8. Register, Tripura University, Suryamani Nagar, Agartala
- 9.- 10. General Secretary, Disheri, No. 1 tilla, Belonia/ ARPAN,
C/o Dr. A.K. Nath, Ganaraj Chowmohni, Agartala.
11. The Divisional Forest Officer (CPO)_____
Division.
12. Wildlife Warden (CPO) Trishna/ Sepahijala DMU.
13. Range Officer (Project
Manager)_____Range. (RMU)
14. P.S to Hon'ble Minister for Forests. Tripura, Agartala.

Copy also to:

1. Team Leader, Project Management Consultants, Tripura JICA Project.

**(P. Biswas)
Director
(Administration & Finance)
Member Secretary, Core Committee**

Appendix I

Total Budget for Biodiversity Research and Inventory (Final)

Head	Plants	Mammals	Birds	Fishes	Herpeto-fauna	Butter-flies	Socio Economi cs	Short studies	Total
Research Associate/ Project Associate	396000	396000	0	0	198000	0	396000	144000	1530000
Project Fellow	315000	360000	315000	112500	180000	270000	180000	0	1732500
Technical Assistant	0	216000	0	0	0	0	0	0	216000
Field Assistant	64000	144000	288000	48000	72000	60000	168000	96000	940000
Documentation / Office Assistant	0	0	0	0	0	0	24000	0	24000
Travel	225000	210000	195000	30000	60000	54000	72000	36000	882000
Consumables	25000	120000	63000	21000	36000	27000	42000	24000	358000
Contingency per month	120000	120000	42000	12000	24000	36000	42000	24000	420000
Minor Equipments	60000	10000	10000	20000	10000	20000	0	0	130000
Total	1205000	1576000	913000	243500	580000	467000	924000	324000	6232500
Institutional/ laboratory development charge (10%)	120500	157600	91300	24350	58000	46700	92400	32400	623250
Grand Total	1325500	1733600	1004300	267850	638000	513700	1016400	356400	6855750
Expenditure to be incurred at the PMU/ Core Committee Level									
Equipments for the Research Institutions	79500	278000	46000	15000	43500	28500	75000	20000	585500
Books for Research Institutions	15000	25000	5000	5000	5000	5000	5000	0	65000
Sample tests/ DNA tests in Labs		120000							120000
Visit to Institutions outside Tripura									50000
Consultation with external experts									50000
Office Assistants (2 nos) @ Rs. 5000 per month x 24 x 2									240000
Expenditure – total at PMU									1110500
Grand Total for the Biodiversity Research and Inventory									7966250

Taxa-wise budget

Plants

Head of expenditure	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qt.									
Research	16500	1	49500	49500	49500	49500	49500	49500	49500	49500	396000

	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qty									
Associate											
Project Fellow	7500	2	45000	45000	45000	45000	45000	45000	22500	22500	315000
Field Assistant	4000	2	8000	8000	8000	8000	8000	8000	8000	8000	64000
Travel per month	10000		30000	30000	30000	30000	30000	30000	30000	15000	225000
Consumables			12500	0			12500				25000
Contingency per month	5000		15000	15000	15000	15000	15000	15000	15000	15000	120000
Herbarium racks	30000		30000	0							30000
Minor equipments	30000		30000	0							30000
Sub-total			220000	147500	147500	147500	160000	147500	125000	110000	1205000
Institution/ Laboratory development charges – 10 per cent			22000	14750	14750	14750	16000	14750	12500	11000	120500
Grand Total			242000	162250	162250	162250	176000	162250	137500	121000	1325500

Mammals

Head of Expenditure	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qty									
Research Associate	16500	1	49500	49500	49500	49500	49500	49500	49500	49500	396000
Project Fellow	7500	2	45000	45000	45000	45000	45000	45000	45000	45000	360000
Technical Assistants	6000	2	36000	36000	36000	36000	36000	36000			216000
Field Assistants	4000	2	24000	24000	24000	24000	24000	24000			144000
Travel per month	10000		30000	30000	30000	30000	30000	30000	15000	15000	210000
Consumables per month	5000		15000	15000	15000	15000	15000	15000	15000	15000	120000
Contingency per month	5000		15000	15000	15000	15000	15000	15000	15000	15000	120000
Minor equipments	10000	1	10000								10000
Sub-total			224500	214500	214500	214500	214500	214500	139500	139500	1576000
Institution/ Laboratory development charges – 10 per cent			22450	21450	21450	21450	21450	21450	13950	13950	157600
Grand Total			246950	235950	235950	235950	235950	235950	153450	153450	1733600

Birds

Head of Expenditure	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qty									
Project Fellow	7500	2	45000	45000	45000	45000	45000	45000	45000		315000
Field Assistants	4000	4	48000	48000	48000	48000	48000	48000	0		288000
Travel per month	10000		30000	30000	30000	30000	30000	30000	15000		195000
Consumables per month	3000		9000	9000	9000	9000	9000	9000	9000		63000
Contingency per month	2000		6000	6000	6000	6000	6000	6000	6000		42000
Minor equipments	10000	1	10000	0	0	0	0	0	0		10000
Sub-total			148000	138000	138000	138000	138000	138000	75000		913000
Institution/ Laboratory development charges – 10 per cent			14800	13800	13800	13800	13800	13800	7500		91300
Grand Total			162800	151800	151800	151800	151800	151800	82500		1004300

Fishes

Head of Expenditure	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qty									
Project Fellow (July-Sept – 1)	7500	2	45000	45000	22500						112500
Field assistants	4000	2	24000	24000							48000
Travel per month	5000		15000	15000							30000
Consumables per month (@ Rs.1000 PM for July-Sep)	3000		9000	9000	3000						21000
Contingency per month	2000		6000	6000							12000
Minor equipments	20000	1	20000								20000
Sub-total			119000	99000	25500						243500
Institution/ Laboratory development charges – 10 per cent			11900	9900	2550						24350
Grand Total			130900	108900	28050						267850

Herpetofauna

Head of Expenditure	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qty									
Research Associate	16500	1	49500	49500	49500	49500					198000
Project Fellow	7500	2	45000	45000	45000	45000					180000
Field Assistants	4000	2	24000	24000	24000						72000
Travel per month	5000		15000	15000	15000	15000					60000
Consumables per month	3000		9000	9000	9000	9000					36000
Contingency per month	2000		6000	6000	6000	6000					24000
Minor equipments	10000	1	10000								10000
Sub-total			158500	148500	148500	124500					580000
Institution/Laboratory development charges – 10 per cent			15850	14850	14850	12450					58000
Grand Total			174350	163350	163350	136950					638000

Butterflies

Head of Expenditure	Period →		Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
	Rate	Qty									
Project Fellow	7500	2	45000	45000	45000	45000	45000	45000			270000
Field assistants	4000	1	12000	12000	12000	12000	12000				60000
Travel per month	3000		9000	9000	9000	9000	9000	9000			54000
Consumables per month	1500		4500	4500	4500	4500	4500	4500			27000
Contingency per month	2000		6000	6000	6000	6000	6000	6000			36000
Minor equipments	20000		20000								20000
Sub-total			96500	76500	76500	76500	76500	64500			467000
Institution/Laboratory development charges – 10 per cent			9650	7650	7650	7650	7650	6450			46700
Grand Total			106150	84150	84150	84150	84150	70950			513700

Socio-economic studies

Head of Expenditure	Period →	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Jan-March	Apr-Jun	Jul-Sep	Oct-Dec	Total
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	Rate	Qty									
Research Associate	16500	1	49500	49500	49500	49500	49500	49500	49500	49500	396000
Project Fellow	7500	1	22500	22500	22500	22500	22500	22500	22500	22500	180000
Field Assistants	4000	2	24000	24000	24000	24000	24000	24000	24000		168000
Documentation Assistant per quarter	4000	1		4000	4000	4000	4000	4000	4000		24000
Travel per month	4000		12000	12000	12000	12000	12000	12000			72000
Consumables per month	2000		6000	6000	6000	6000	6000	6000	6000		42000
Contingency per month	2000		6000	6000	6000	6000	6000	6000	6000		42000
Sub-total			120000	124000	124000	124000	124000	124000	112000	72000	924000
Institution/Laboratory development charges – 10 per cent			12000	12400	12400	12400	12400	12400	11200	7200	92400
Grand Total			132000	136400	136400	136400	136400	136400	123200	79200	1016400

Detailed equipment budget

Equipment	GPS @ Rs. 20000	Laptop	Binoculars	Digital camera	Camera trap @8000	Sherman trap	Range finder	Canopy meter	Misc.	Total
Plants	20000	40000	4500	15000	0	0	0	0		79500
Mammals	20000	40000	9000	15000	160000	30000		4000		278000
Birds	20000	0	9000	0	0	0	13000	4000		46000
Fishes	0	0	0	15000	0	0	0	0		15000
Amphibians and reptiles	20000	0	4500	15000	0	0	0	4000		43500
Butterflies	20000	0	4500	0	0	0	0	4000		28500
Socio-economics	20000	40000	0	15000	0	0	0	0		75000
Short studies	0	0	0	0	0	0	0	0	20000	20000
Total	120000	120000	31500	75000	160000	30000	13000	16000	20000	585500

Appendix II

Date of meeting	7 th February 2009
Place	Office of Chief Wildlife Warden
Member present in the meeting	1. Dr. A K Gupta, Addl. PCCF and Chief Wildlife Warden – Chairman of Core Committee. 2. Sh. P Biswas, Director (A&F), TFIPAP, Member

	Secretary, Core Committee. 3. Sh. A K Chakravarty, Addl. Director (EA & M), . 4. Mr. S. Tsuji, Team Leader, GC to TFIPAP. 5. Dr. M Pattanaik, Project Management/JFM Specialist, GC to TFIPAP
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