

West Bengal Forest and Biodiversity Conservation Society
Office of the Chief Project Director
Block LB-2, Sector III, Salt Lake City, Kolkata -700106

No.: 157 / WBFBC / 7- 2 (1)/14

Dated: 10.01.2017

To

- | | |
|--|---|
| 1 Shri C. Sinha
Principal Secretary Forest Dept. and
Chairperson | 8 Shri T.V.N Rao,
Addl Principal Chief Conservator of Forests,
Finance - Member |
| 2 Shri P.Shukla,
Principal Chief Conservator of Forests &
HoFF West Bengal – Member | 10 Shri R. Das,
Managing Director, West Bengal Forest
Wasteland Dev. Copn. – Member |
| 3 Shri N.K.Pandey,
Principal Chief Conservator of Forests
General – Member | 11 Smt. Mita Banerjee,
Secretary Govt. of West Bengal, Forest
Dept. – Member |
| 4 Shri S. Dhaundyal,
Managing Director, West Bengal Forest
Development Copn. – Member | 12 Shri Shomit Ghosh,
Spl. Secretary Govt. of West Bengal,
Finance Dept. – Member |
| 5 Shri P.Vyas
Principal Chief Conservator of Forests &
CWLW – Member | 13 Shri S. Chaudhuri,
Project Director (Finance), West Bengal
Forest and Biodiversity Conservation
Project – Spl. Invitee |
| 6 Shri R.K.Mahtolia,
Principal Chief Conservator of Forests
Research, Monitoring & Dev. - Member | 14 Shri K.L.Ghosh,
Addl. Project Director (P&R), West Bengal
Forest and Biodiversity Conservation
Project—Spl. Invitee |
| 7 Shri P.T. Bhutia,
Addl Principal Chief Conservator of Forests,
North Bengal - Member | 15 Shri P.K. Pandit
Addl. Project Director (Impl.), West Bengal
Forest and Biodiversity Conservation
Project –Spl. Invitee |
| 8 Shri N.V Rajasekhar
Addl.Principal Chief Conservator of Forests,
Human Resources Dev. – Member | |

Sub: 10th meeting of the Governing Body of WBFBC Society—Agenda Notes

Ref: This office memo no. 118/ WBFBC / 7- 2 (1)/14 dt 06.01.2017

Sir/Madam,

The Agenda Notes of the 10th meeting of the Governing Body of WBFBC Society is enclosed herewith for your perusal and necessary action.

The notice of the meeting scheduled to be held on **19th January, 2017 at 12 Noon in the 1st Floor Conference Room, Aranya Bhavan**, at LA-10A, Sector – III, Salt Lake, was circulated vide this office memo no. referred above.


10.1.17
Chief Project Director &
Member Secretary WBFBC Society

Dated: 10.01.2017

No. 157/WBFCST-2 (17/1)

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|----|---|----|---|
| 1 | Shri C. Bhowmik
Project Secretary, Forest Dept. and
Conservation | 1 | Shri P. Bhowmik
Project Chief Conservation & Forest
North Bengal - Member |
| 2 | Shri N. Bhowmik
Project Chief Conservation & Forest
Ganges - Member | 2 | Shri A. Bhowmik
Project Chief Conservation & Forest
Ganges - Member |
| 3 | Shri S. Bhowmik
Project Chief Conservation & Forest
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Project Chief Conservation & Forest
Ganges - Member |
| 20 | Shri S. Bhowmik
Project Chief Conservation & Forest
Ganges - Member | 20 | Shri S. Bhowmik
Project Chief Conservation & Forest
Ganges - Member |

Sub: 10th meeting of the Governing Body of WBFCST - Agenda Item

Ref: The office memo no. 157/WBFCST-2 (17/1) dated 10.01.2017

Enclosure

The agenda item of the 10th meeting of the Governing Body of WBFCST is enclosed
herewith for your perusal and necessary action.
The copy of the meeting minutes is to be sent on 15th January 2017 to the 1st
Floor Conference Room, Aranya Bhawan, at LA-10A, Sector 10, Salt Lake, Kolkata 700076.
Registered with the State of West Bengal.


Project Secretary, WBFCST
Date: 10.01.2017

AGENDA NOTE

10TH MEETING OF THE GOVERNING BODY

ON 19.01.2017

WEST BENGAL FOREST AND
BIODIVERSITY CONSERVATION SOCIETY

WEST BENGAL FOREST & BIODIVERSITY CONSERVATION SOCIETY

AGENDA POINTS OF THE 10th MEETING OF GOVERNING BODY

1. Confirmation of the Minutes of 9th meeting.
2. Discussions of the Action Taken Report on the Resolutions of the minutes of 9th meeting of Governing Body.
3. Presentation of the Status Report of the WBFBC Project
4. Confirmation of the Circular Resolution—Acceptance of bid for selection of agency for wildlife research through e-tender.
5. Amendment of provision of operation of Bank account of JFMCs
6. Operation Manual and Accounts Manual—Proposed inclusion of provisions with regard to tax deduction by FPCs/EDCs
7. Sanction of fund for Community Development works in DMUs.
8. Re-allocation of fund provided under wild life equipment of squad for purchase of wildlife squad vans.
9. Diversion of fund for Maling Bamboo removal and afforestation to Grassland creation in PAs
10. Additional fund required for extension of Aranya Bhavan
11. Filling up of vacant post in the PMU
12. Any other item with the permission of the Chair

West Bengal Forest and Biodiversity Conservation Society
Office of the Chief Project Director
Block LB-2, Sector III, Salt Lake City, Kolkata -700106

No.: 118 / WBFBC / 7- 2 (1)/14

Dated: 06.01.2017

NOTICE

The 10th meeting of the Governing Body of the West Bengal Forest and Biodiversity Conservation Society will be held on 19th January, 2017 at 12 Noon in the 1st Floor Conference Room, Aranya Bhavan, at LA-10A, Sector – III, Salt Lake, Kolkata - 7000106.

The Agenda note will be sent to you shortly. You are requested to kindly make it convenient to attend the meeting.



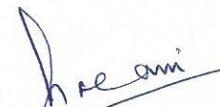
Chief Project Director and
Member Secretary, WBFBC Society

No.: 118 / WBFBC / 7- 2 (1)/14

Dated: 06.01.2017

Forwarded for necessary action to:

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| 1 Shri C. Sinha
Principal Secretary Forest Dept. and
Chairperson | 8 Shri T.V.N Rao,
Addl Principal Chief Conservator of Forests,
Finance - Member |
| 2 Shri P.Shukla,
Principal Chief Conservator of Forests &
HoFF West Bengal – Member | 10 Shri R. Das,
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| 3 Shri N.K.Pandey,
Principal Chief Conservator of Forests
General – Member | 11 Smt. Mita Banerjee,
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| 4 Shri S. Dhaundyal,
Managing Director, West Bengal Forest
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Spl. Secretary Govt. of West Bengal,
Finance Dept. – Member |
| 5 Shri P.Vyas
Principal Chief Conservator of Forests &
CWLW – Member | 13 Shri S. Chaudhuri,
Project Director (Finance), West Bengal
Forest and Biodiversity Conservation
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Principal Chief Conservator of Forests
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Addl. Project Director (Impl.), West Bengal
Forest and Biodiversity Conservation
Project –Spl. Invitee |
| 8 Shri N.V Rajasekhar
Addl.Principal Chief Conservator of Forests,
Human Resources Dev. – Member | |



Chief Project Director &
Member Secretary WBFBC Society

Dated: 05.01.2017

No: WBFC/2017/14

NOTICE

The 10th meeting of the Governing Body of the West Bengal Forest and Biodiversity Conservation Society will be held on 10th January, 2017 at 11:00 am in the 1st Floor Conference Room, Aranya Bhawan, LA-12A, Sector - II, Salt Lake, Kolkata - 700098.

The Agenda note will be sent to you shortly. You are requested to kindly make a convenient time to attend the meeting.

Chief Project Director and
Member Secretary, WBFC Society

Dated: 05.01.2017

No: WBFC/2017/14
Forwarded to necessary authorities

1. Mr. T. V. Rao
Addl. Project Chief Conservator of Forests
Forest - Mumbai
2. Mr. T. V. Rao
Addl. Project Chief Conservator of Forests
Forest - Mumbai
3. Mr. T. V. Rao
Addl. Project Chief Conservator of Forests
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20. Mr. T. V. Rao
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Forest - Mumbai

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19. Mr. T. V. Rao
Addl. Project Chief Conservator of Forests
Forest - Mumbai
20. Mr. T. V. Rao
Addl. Project Chief Conservator of Forests
Forest - Mumbai

Chief Project Director and
Member Secretary, WBFC Society

West Bengal Forest and Biodiversity Conservation Society

**Agenda Notes for the 10th Meeting of the Governing Body of the
West Bengal Forest and Biodiversity Conservation Society**

1. Confirmation of the minutes of the 9th meeting held on 16th June, 2016

No communication has been received in respect of the minutes from any member.

Points for decision:

The minutes may be considered as confirmed.

2. Discussions of the Action Taken Report on the Resolutions of the minutes of the 9th meeting held on 16th June, 2016

The action taken report is attached as **Annexure I** to these notes.

Points for decision:

Members are requested to kindly peruse the same and give their valued opinion, if any.

3. Presentation of the Status Report of the WBFBC Project

The status report upto 31.12.2016 is presented in **Annexure II**.

Points for decision

Members are requested to give their views on the Status Report and suggest follow up action required, if any.

4. Confirmation of the Circular Resolution—Acceptance of bid for selection of agency for wildlife research through e-tender

Resolution no.2 dt 24.11.2016 with regard to Acceptance of bid for selection of agency for wildlife research under the Biodiversity Conservation component was circulated to the members of G.B with a note by the CPD WBFBC Project. The important points of the note are given below.

(a) E-tender was invited for selection of agency to conduct study on Ecology of Tiger in North Bengal. The first e-tender failed due to single bid. Against NIT No. WBFBCP/NIT-13(e)/2016-17 (2nd call), four bids were received.

(b) The final result was arrived at by an Evaluation Committee on the basis of Quality cum Cost Based Selection (QCBS) (80Technical:20Financial) as per JICA norms. The final result of QCBS is given below:

Sl	Agency (bidder)	Final Tech Score (80%)	Final Fin. Score (20%)	Total Score	Rank
1	Nature Environment & Wildlife Society	58.94	20.00	78.94	2nd
2	Aaranyak	74.13	18.28	92.41	1st
3	The Energy& Resource Institute	57.34	18.10	75.44	4th
4	Salim Ali Centre for Ornithology & Natural History	59.74	17.24	76.98	3rd

The bidder securing highest mark in QCBS, i.e Aranyak, was selected for the assignment. The quoted rate of Aranyak is Rs. 54,73,710/- (Rupees Fifty four lakhs Seventy three thousand Seven hundred ten) only

(c) Since as per the Delegation of Financial Power under the Operation Manual of the Society the limit of the CPD is Rs. 50.00 lakhs only the proposal was circulated for acceptance by the members of the G.B.

Majority of the members agreed with the following resolution:

“Resolved that the offer of Aaranyak @ Rs.54,73,710/- (Fifty four lakhs Seventy three thousand Seven hundred ten) only inclusive of all taxes, for the purpose of study on Ecology of Tiger in North Bengal is accepted”.

Points for decision

Members are requested to confirm their decision of accepting the offer of Aaranyak as mentioned in the circular resolution.

5. Amendment of provision of operation of Bank account of JFMCs

Following provisions are laid down in para 10.12: Accounts at JFMC / EDC level, of the Operation Manual of the Society:

- (a) Existing savings bank account of the JFMC/EDCs should be used for operating the ‘Community Development Fund’ for development of Community Infrastructure and allied activities.
- (b) A second savings bank account shall be opened as ‘Revolving Fund’ for Income Generation Activities in any Nationalised Bank or in the nearest Gramin bank.

However, it has been observed that

- (i) existing accounts of many selected FPC/EDCs, which are not under FDAs, are not jointly operated by Beat Officer as Member Secretary;
- (ii) in many FPC/EDC area, there are banks which are declared ‘at par with Nationalized bank’ by Finance Dept.

Points for decision

Relevant portion of para 10.12 of the Operation Manual may be amended as proposed herein below

- (a) *A separate account may be opened for ‘Community Development Fund’ management by the FPC/EDCs, where the existing savings bank account is not jointly operated by Beat Officer as Member Secretary. Such new savings bank account should be operated jointly by the Beat Officer as Member Secretary and a Member of Executive Committee duly authorized by the Executive Committee.*
- (b) *Savings bank account may be allowed to be opened in banks declared ‘at par with nationalized bank’ vide Finance Dept., provided nationalized bank is not available in the FPC/EDC area.*

6. Operation Manual and Accounts Manual—Proposed inclusion of provisions with regard to tax deduction by FPCs/EDCs

Para 7.3 of the Operation Manual provides for Method of Procurement by PMU, DMU and FMU. Procurement by FPC/EDC has not be included in the provisions. Since Community Development funds are likely to be spend for construction purpose or other items by the FPC/EDCs with value more than Rs 1.0 lakh, local tender has to be called by them. Concomitantly, deduction of TDS and/or Cess deposition of the same has to be done as per existing statute.

However, FPCs/EDCs being non-registered bodies, deduction and deposition of TDS/Cess etc., will not be possible in tender works.

It is therefore proposed that tender works at FPC/EDC level may be floated by the concerned DMU on their behalf and payment made by DMU to the contractor on satisfactory work completion certificate to be issued jointly by the Member Secretary of FPC and an Executive Committee member to be selected by the Executive Committee. DMU may deduct the applicable taxes and cess and deposit to appropriate heads.

Points for decision

Members may decide on the proposal and give a guideline in the matter.

7. Sanction of fund for Community Development works in DMUs.

As directed by the G.B in 9th meeting, the Community Development works have already been initiated. Though the GB directed to restrict to 50 FPCs only, preliminary training on microfinancing and community development held with the support of BRAIPRD, Kalyani, Govt of West Bengal has been encouraging. Therefore we propose

- (a) to take up Community Development work in about 150 selected FPCs first;
- (b) to step up intensive microfinancing training through BRAIPRD, Kalyani, Govt of West Bengal and to release fund for microfinancing in phases to the FPCS.

It may be informed that the microplans of 530 FPCs/EDCs have been revised and are ready. Based on this the Community Development activities will be taken up immediately. The total budgetary requirement in connection with Community Development and Microfinancing for IGA have been placed DMU wise in Annexure III.

Points for decision

Members are requested to approve the following

- (i) *Community Development in 150 selected FPCs (instead of 50 allowed earlier) will be initiated.*
- (ii) *Budget allocation for Community Development required to cover all FPCs (600 nos) to the tune of Rs 26,87,31,500/- only (Annexure III).*
- (iii) *Budget allocation for Microfinancing for IGA Activity required to cover all FPCs (600 nos) to the tune of Rs. 7,50,00,000/- only (Annexure III).*

8. Re-allocation of fund provided under wild life equipment of squad for purchase of wildlife squad vans.

Under the Biodiversity Conservation component of the project, one of the items of work is Procurement of Equipment. An amount of Rs.7.61 +3.5 = Rs 11.11 lacs including escalation and contingency has been provided for this item. During a discussion with PCCF Wildlife and CWLW on 16.12.2016, it revealed that fund for equipment for wildlife management is available from other fund sources and therefore the fund provided under the WBFBF Project would be superfluous.

The PCCF Wildlife & CWLW has therefore proposed vide his letter no. 6045/WL/2B-281/16 dt 29.12.2016, that the fund provided for procurement of equipment under Biodiversity Conservation may be utilised for procurement of 2 nos. of Special Utility Rapid Action Mobile Vans (Bolero Camper model) for mitigation of human-animal conflict. PCCF Wildlife has also requested to place the matter before the G.B for concurrence.

Points for decision

Members are requested to concur with the proposal above.

9. Diversion of fund for Maling Bamboo removal and afforestation to Grassland creation in PAs

- (a) Discontinuance of Maling Bamboo model for PAs in hills

Under the Biodiversity Conservation component, one of the items of work is Removal of Maling bamboo and creation of plantation in the PAs in hills. It is felt, since Maling bamboo exists in patches and not extensively in the PAs in the hills, creation of

plantation after removal of Maling bamboo proposed under the model of Habitat management of PAs of North Bengal, may not produce any noticeable impact. It has therefore been advised by PCCF WL to discontinue the model.

(b) Enhancement of Grassland and fodder trees plantation

Under the Biodiversity Conservation component, an important item of work of Habitat Management of PAs of North Bengal is Creation of Grassland and fodder trees. Creation of 200 ha of Grassland in North Bengal PAs has created a very positive impact, specially in Jaldapara NP. It has been advised by the PCCF WL to enhance the Grassland creation to the extent possible, out of fund diverted from Maling Bamboo model.

Points for decision

Members are requested to

- (i) Concur with the proposals (a) and (b) above.*
- (ii) Approve the diversion of unspent fund under the Maling Bamboo model to Grassland Creation in PAs of North Bengal.*

10. Additional fund required for extension of Aranya Bhavan

A communication was received from the PCCF General stating that additional fund of Rs 90,00,000/- (Rupees Ninety Lakhs) only would be required for vertical expansion of Aranya Bhavan. Vide his letter no. 10513/CS/2M-1023(II)/2015 dt 16.03.2016 PCCF requested for making provision of the additional fund for installation of three elevators for extension of services upto the 8th floor (after vertical expansion). The elevators are 18 yrs old and maintenance of the three lifts has become difficult, since the manufacturer (M/s IBIJI) is almost out of market. Breakdown of the lifts has become a regular feature. The matter was discussed in the 9th GB meeting and following decisions taken:

- (i) the Grant of additional fund of Rs.90,00,000/- (Rupees Ninety lakhs) only for installation of new elevators in Aranya Bhavan is agreed to in principle.*
- (ii) The mobilization of additional fund may be explored.*

Presently, PCCF (HoFF) West Bengal, vide his letter no8211/P&S(P)/3D-678/16(Vol-II) dt 9.11.2016 has informed that

- (a) some civil work is required to be undertaken for extending the elevators to 8th floor presently under construction under WBFBC Project funding.*
- (b) Since the elevator technology has improved in the last two decades, the three elevators operating at present need to be replaced with three new MRL Elevators extending upto 8th floor.*
- (c) The total fund required for this additional work is to the tune of Rs1,02,10,280/- (Rupees 1.021 Crores) only.*

PCCF (HoFF) has requested to provide the additional fund from either the interest accrued on fund deposited in the account of WBFBC Society or from the Non-reimbursable portion of the project fund.

Points for decision

Members are requested to decide on the proposal placed by the PCCF(HoFF).

11. Filling up of vacant post in the PMU

The latest position of the posts created within the WBFBC Project PMU

Sl	Name of Officer	Post & Rank of Post	Rank of Incumbent	IFS/WBFS/ Other	Remarks
1	Sri S. Barari	Chief Project Director In the rank of APCCF	APCCF	IFS	Head of PMU
2	Sri S. Chaudhuri	Project Director, Finance In the rank of CCF	CCF	IFS	Addl. Charge
3	Sri S. Chaudhuri	Project Director, Monitoring & Evaluation. In the rank of CCF	CCF	IFS	
4	Dr. K.L. Ghosh	Additional Project Director, P&R in the rank of CF	CCF	IFS	
5	Sri P.K. Pandit	Additional Project Director, Implementation in the rank of CF	CCF	IFS	
6	Joint Project Director (HRD)	Equivalent to the pay assigned to the post of DFO in the corresponding Pay Band and grade pay of WBFS as admissible under W.B Services (Revision of Pay and Allowance) Rules, as amended	DFO from Forest Dept, GoWB	WBFS	Post is lying vacant
7	Joint Project Director (Extension)	Equivalent to the pay assigned to the post of Divisional Forest Officer in the corresponding Pay Band and grade pay of West Bengal Forest Service as admissible under West Bengal Services (Revision of Pay and Allowance) Rules, as amended from time to time.	DFO from Forest Dept, GoWB.	WBFS	Post is lying vacant
8	Chief Accounts Officer	Equivalent to the pay assigned to the rank of Ex-Officio Deputy Secretary in the corresponding Pay Band and grade pay of West Bengal Audit & Accounts Service as admissible under West Bengal Services (Revision of Pay and Allowance) Rules, as amended	West Bengal Audit & Accounts Service Officer, from the Govt. of West Bengal.	West Bengal Audit and Accounts Service	Post is lying vacant.

As per the provisions of para 6.2 Staffing of PMU, it is proposed that

- (i) Shri Saurabh Chaudhuri, presently posted as PD M&E, may be posted as PD Finance against vacancy of Shri Soumitra Dasgupta, PD(Finance), transferred on deputation to MoEF. He may be relieved of his charge of PD M&E.
- (ii) Shri Kanailal Ghosh, who is in the rank of CCF and presently posted as APD P&R in the rank of CF, be posted as PD M&E (CCF) in addition to his own duties. A person of suitable rank may be posted as APD P&R.
- (iii) The GB may consider upgradation of at least one post in the rank of APD to the rank of CCF.

Points for decision

Members are requested to decide on the proposal placed above.

ANNEXURE- I**Action Taken Report on the Resolutions of the 9th GB meeting held on
16.06.2016**

<u>Agenda No.</u>	<u>Issue</u>	<u>Resolution</u>	<u>Action Taken</u>
1	Confirmation of the minutes of 8 th GB meeting	<i>The minutes of the 8th meeting of the Governing Body stand confirmed.</i>	No action required.
2	Discussions on Action Taken Report on the Resolutions of 9 th meeting	<i>The Action Taken Report was accepted by the G.B</i>	No action required.
3	Presentation of Status Report of WBFBC Project with spl reference to MTR	<p>(i) <i>The DMUs should take up the balance of afforestation targets of WBFBC Project as first priority in the FPCs / EDCs selected for the purpose.</i></p> <p>(ii) <i>Forest Directorate may work out the modalities to complete the afforestation target of WBFBC Project. For this purpose the DMU wise and model wise figure of balance target may be fixed by the Directorate in consultation with the PMU of WBFBC Project.</i></p> <p>(iii) <i>A direction may be issued by the PCCF (HoFF) to the DMUs for the purpose of achieving the targets of afforestation.</i></p>	<p>(i) Action being taken to complete the targets of afforestation by 2018.</p> <p>(ii) Action taken</p> <p>(iii) PCCF HoFF has issued direction.</p>
4	Diversion of fund from construction of Siliguri Admn Bldg to expansion of Aranya Bhavan	<p>(i) <i>Grant of additional fund of Rs.90,00,000/- (Rupees Ninety lakhs) only for installation of new elevators in Aranya Bhavan is agreed to in principle.</i></p> <p>(ii) <i>The mobilization of additional fund may be explored.</i></p>	<p>(i) and (ii): PCCF HoFF has placed a proposal for funding the additional cost of expansion of Aranya Bhavan from the Project. This has been placed as agenda item 10 in this meeting.</p>
5	Variation of Accounting procedure with regard to Community Development	<p>(i) <i>There will be no variation in the accounting procedure of Community Infrastructure Development fund and Revolving fund from the Accounts Manual of the Society at present.</i></p> <p>(ii) <i>The allocation and release of Community Infrastructure Development and Revolving fund to the FPCs / EDCs may be done in a limited way by selecting small groups—about 50 FPCs— to start with. Based on the performance of the initial groups further decision for variation of accounting procedure for the purpose of Community Development component will be taken by the Governing Body.</i></p> <p>(iii) <i>PMU may seek assistance of NRLM for identification of the SHGs.</i></p> <p>(iv) <i>Registration of the SHGs under the Registration of Societies Act for receiving micro-finance through Revolving fund of FPCs / EDC, is not mandatory.</i></p>	<p>(i) Few variations are required and will be discussed as per agenda item.</p> <p>(ii) Meetings and training of the SHG groups have shown encouraging results. Therefore release of fund to apprx. 150 FPCs may be done at present. The issue will be discussed in detail against Agenda item 7</p> <p>(iii) Trg in BRAIPRD, Kalyani. Ongoing (apprx 200 persons trained). PMU is in touch with WBSRLM, who have agreed to co-operate.</p> <p>(iv) No action required.</p>

6	Inclusion of the Role of Circle Incharges in the Account Manual.	(i) Circle in charges will exercise full administrative and financial control over the DMUs.	PCCF HoFF vide Order No. 37-MISC/P&S(P)/16 dt 20.06.2016 has ordered that Circle Incharges implementing JICA assisted WBFBC Project should exercise full administrative and financial control for implementing the project. Following this order, DMUs have been requested to send copies of monthly Trial balance and Day book to Circle Incharges, vide no. 2006 / WBFBCP /8-1 dt 21.6.16. Quarterly reconciliation of accounts of DMUs is being done. The PMU has issued Circular No. 1254/WBFBCP/27-3 dt 4.5.16 in this regard.
		(ii) Circle in-charges should monitor the works and accounts of the DMUs under them as they have been designated as the controlling officers for Project implementation by Forest Dept. For this purpose the DMUs should provide copies of Trial Balance and Day book for each accounting month to respective Circle in charge.	
		(iii) PCCF (HoFF) may issue a directive to all the Circle heads in this regard.	
		(iv) The Circle in charges should maintain head wise budget allocation, fund release upto the month and monthly expenditure of each of their DMUs.	
		(v) The PMU will undertake quarterly reconciliation of accounts with the Circle in charges and their DMUs.	
		(vi) Based on the decisions above, the necessary revision of Accounts Manual may be done by the Project Director (Finance).	
7	Appointment of Accounts Officer on contractual basis	(i) Appointment of Accounts Officer may be done by the PMU under the same terms and conditions, which was allowed by the Governing Body in its 3rd meeting. .	No further action required.
		(ii) The list of FPC/EDC is hereby freezed and no alteration should be allowed except Western Circle, who may revise the nos. of FPCs between the DMUs keeping the total nos. of FPCs for the circle 173. However, the revision of Western Circle should be done.	Notes as guideline for future action.
		(iii) The necessary distribution of FPCs selected against Kangsabati South DMU to Kangsabati North DMU, in the event of abolition of Kangsabati South Division (as per recent Govt. Order) will have to be done.	Action will be taken as and when the merger of the two DMUs is given effect.
8	Deployment of a DCF rank officer in North Bengal	(i) For the purpose of co-ordination of the project related activities in North Bengal, including persuading the DMUs for implementation of project works, submission of accounts, returns and reports and field inspection etc. the Addl. PCCF North Bengal should be designated as the Nodal Officer	(i) No action required
		(ii) A proposal may be moved by the PMU to PCCF (HoFF), for designating Addl. PCCF North Bengal as Nodal Officer WBFBCP for North Bengal	(ii) Proposal was moved and PCCF HoFF has issued notice in this regard.

9	Organisation of National Seminar in January 2017	<i>(i) The proposal of organization of National Seminar 2017 on behalf of JICA and visit to Sunderbans is accepted.</i>	(i) No action required
		<i>(ii) The budget of Rs 60 lakhs is approved. However the budget may be re-looked and if necessary revised, for including showcasing of JFMC activities and their participation.</i>	(ii) Budget revised to Rs 80 lacs and JFMC will be showcased as directed. JICA has approved the revised budget.
		<i>(iii) The Minister in Charge Forests will be approached for inauguration.</i>	(iii) Action taken.
10	Denotification of DMUs (BTR East & BTR West)	<i>(i) The proposal of de-notification of BTR (E) DMU, BTR (W) DMU, FPC portion of Malda DMU and Mahananda WLS portion of Wildlife-I DMU is approved. Forest Dept. may be moved accordingly.</i>	Denotification done vide G.O No. 2143-For dt 10.8.16 No. read with PMU Notification No. 2638/WBFBCP/8-2/16 dt 29.8.16
		<i>(ii) The denotification of the FMUs constituted under BTR (E) DMU, BTR (W) DMU, FPC portion of Malda DMU and Mahananda WLS portion under Wildlife-I DMU may be done by the respective Circle incharges of the DMUs, after the DMUs are de-notified by the Forest Dept and matching de-notification is issued by the Society.</i>	
11	Issues with Overseas Training	<i>The proposals with respect to the works to be done by the Capacity Building expert and initiating tender process for engaging a suitable organization for handling the official formalities of the foreign tours, are approved.</i>	The tender process failed and as such the PMC has been engaged to handle the official formalities of foreign tours. Proposal for foreign tour to Thailand/Vietnam and to South Africa sent to the CMO through proper channel.

<p>in the amount of approximately \$100,000. The amount of the loan is \$100,000 and the interest rate is 10%.</p>	<p>The amount of the loan is \$100,000 and the interest rate is 10%.</p>	<p>The amount of the loan is \$100,000 and the interest rate is 10%.</p>
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STATUS REPORT (Progressive Statement of Achievements upto 31.12.2016)

Activities	Particulars/Target	Unit	Achievements 2012-13	Achievements 2013-14	Achievements 2014-15	Achievements 2015-16	Achievements 2016-17 (upto 31.12.2016)	Cumulative Total achievement (upto 31.12.2016)	Remarks
			Physical	Physical	Physical	Physical	Physical	Physical	
Establishment of PMU & Institutionalisation of Society									
Establishment of PMU		1 no.	-	-	1	-	-	1	
		36 no.	-	32	4	-	-	36	
Establishment of FMUs	NA	no.	-	67	79	27	5	178	
Deployment of Officers on Deputation to the PMU	8	no.	-	-	5	-	-	5	
Deployment of "Support Staff" to PMU and PMU	At PMU (12)	no.	-	1	10	-	1	12	
	Circle Office (10)		-	-	-	5	5	10	
	At DMUs(80)	no.	-	3	50	10	5	68	
Preparation of Manuals	Manuals/Guidelines.(NA)	no.	-	6	10	3	8	27	
Afforestation									
Afforestation	A1 (450)	ha.	-	-	141.50	166.00	143.00	450.50	
	A2 (2500)	ha.	-	-	176.00	406.00	365.00	947.00	
	A3 (7300)	ha.	-	-	257.00	1,643.00	1,891.00	3,791.00	
	A4 (8430)	ha.	-	-	1,129.00	2,923.00	2,425.00	6,477.00	A4 in progress in field
	A5 (1190)	ha.	-	-	30.00	160.00	362.00	552.00	
	A6 (400)	ha.	-	-	20.00	110.00	135.00	265.00	
	B1 (1400)	ha.	-	-	119.15	310.50	412.00	841.65	

Activities	Particulars/Target	Unit	Achievements		Achievements		Achievements		Achievements		Achievements 2016-17 (upto 31.12.2016)	Cumulative Total achievement (upto 31.12.2016)	Remarks
			2012-13	Physical	2013-14	Physical	2014-15	Physical	2015-16	Physical			
	B2 (100)	ha.	-	-	-	45.28	19.00	31.00	95.28				
	Total (20,270)	ha.	-	-	-	1,917.93	5,737.50	5,764.00	13,419.43				
Central Nursery	New (20)	units	-	-	-	15.75	6.75	2.25	24.75				
	Expansion (20)	units	-	-	-	6.50	6.00	2.75	15.25				
Institutional Capacity Development													
Preparation of Micro-plans		600 no.	-	-	-	185	345	-	530				
Baseline Survey	Survey of Forest Resources	no.	-	-	-	-	-	-	-	-	-	-	- FSI is taken up the w
	Socio-economic Survey	no.	-	-	-	-	-	-	-	-	-	-	- Issued to NABCONS 13.01.2016 and wor on
Construction of Building at AE-391	1	no.	-	-	-	-	1	-	1	-	-	1	1
Other buildings	Group D quarters (15)	no.	-	-	1	6	8	-	15				15
	Group C quarters (10)	no.	-	-	-	8	2	-	10				10
	ROs quarters/Range office (5)	no.	-	-	-	1	2	2	5				5
Expansion of existing Administrative Building	Block A (7th & 8th Floor)	no.	-	-	-	-	-	-	-				-
	Block B (5th & 6th Floor)	no.	-	-	-	-	-	-	-				-
Trainings & Capacity building	Micro-plan preparation	no.	-	-	23	33	1	-	57				No. of Trainings
		no. of Participants	-	-	419	854	24	-	1,297				No. of Trainings
		no. of Participants	-	-	10,000	14,300	6,000	-	30,300				JFMC members
	Usage of GPS (500)	no.	-	-	4	27	9	9	49				No. of Trainings
		no. of Participants	-	-	100	582	54	95	831				Frontline staff
	Accounting Procedure	nos.	-	-	-	31	11	24	66				No. of Trainings
		no. of Participants	-	-	-	247	51	286	584				Head of DMUS, Hea FMUs & Support Sta
	Tree Plantation Outside	nos.	-	-	-	14	60	-	74				No. of Trainings
		no. of Participants	-	-	-	443	230	-	673				Frontline staff & Beneficiaries
	Nursery Techniques	nos.	-	-	-	4	4	3	11				nos.
		no. of Participants	-	-	-	113	104	134	351				Head of DMUS, Hea FMUs & Frontline Sta
	Package 2 for Middle and Junior officers in Indian Institutes Long term & Short term training (45)	no. of Participants	-	-	-	-	80	23	103				IIFM (14 nos.), IISW nos.), KFRI (15 nos.), (14 nos.) IGIFA (6 nos.)ATI(23)

Activities	Particulars/Target	Unit	Achievements 2012-13	Achievements 2013-14	Achievements 2014-15	Achievements 2015-16	Achievements 2016-17 (upto 31.12.2016)	Cumulative Total achievement (upto 31.12.2016)	Remarks
			Physical	Physical	Physical	Physical	Physical	Physical	
	Package 3 for Jr. officers, FR and Front Line Staff (inhouse or Indian Institutes) 15 no.	no. of Participants				45	23	68	School of Oceanography, Jadavpur University
	Frontline Staff and FPC/EDC/SHG Microfinance & Accounting (30,000)	no. of Participants	-	-	-	-	190	190	BRAIPRD, Kalyani
	Study Tours (15 times)	nos.	-	2	-	2	3	7	
		no. of Participants	-	30	-	35	32	97	Officers & frontline staff
	MIS	nos.	-	-	-	7	-	7	
		no. of Participants	-	-	-	128	-	128	Officers & frontline staff
	Community Development	nos.				2	2	4	
		no. of Participants				80	52	132	Officers & frontline staff
	Vehicles-Mahindra Scorpio (24)	nos.	-	-	10	-	14	24	
	Vehicles-Maruti Suzuki Ertiga (2)	nos.	-	-	2	-	-	2	At HQ
ement	Hero Super Splendor(155) motor-cycles	nos.	-	-	100	-	55	155	Distributed to 80 FMUs in 30 DMUs & 2 Training Centres and SBR
	Equipment-GPS	nos.	-	90	90	87	-	267	
	Equipment-Camera	nos.	-	-	90	54	-	144	
	Equipment-Computers	nos.	-	13	43	2	5	63	
	Equipment-Printers	nos.	-	7	43	1	-	51	
	Tally Software	nos.	-	25	12	-	-	37	
			Biodiversity Conservation						
	Grass land Plantation in Plains (260)	ha.	-	-	0.00	100.00	100.00	200.00	
	Fodder tree plantation after bamboo removal in the hills (75)	ha.	-	-	0.00	5.00	25.00	30.00	
	Studies (6)	nos.	-	-	-	2	4	6	

ANNEXURE III

Community Development (R.3D1) Top 100 & Next 200 & Last 300

PROPOSED BUDGET ALLOCATION

Sl.No.	Name of Circle	Name of DMU	List of JFMC	No. of JFMC	Amount (Rs.)	Total
1	Western	Medinipur	FPC	62		2,76,85,300.00
2	Western	Kharagpur	FPC	26		1,12,53,200.00
3	Western	Rupnarayan	FPC	52		2,28,26,100.00
4	Western	Jhargram	FPC	33		1,53,45,000.00
Western Total				173		7,71,09,600.00
5	Central	Bankura North	FPC	59		2,65,98,200.00
6	Central	Bankura South	FPC	51		2,30,81,500.00
7	Central	Panchet	FPC	50		2,23,14,500.00
Central Total				160		7,19,94,200.00
8	South-East	Burdwan	FPC	31		1,36,82,800.00
9	South-East	Birbhum	FPC	14		62,02,100.00
10	South-East	Durgapur	FPC	10		45,39,500.00
South-East Total				55		2,44,24,400.00
11	South-West	Kangsabati North	FPC	33		1,50,25,300.00
12	South-West	Kangsabati South	FPC	34		1,52,81,100.00
13	South-West	Purulia	FPC	37		1,63,68,200.00
South-West Total				104		4,66,74,600.00
14	Hill	Darjeeling	FPC	3		15,98,300.00
15	Hill	Kurseong	FPC	16		72,24,900.00
Hill Total				19		88,23,200.00
16	Northern	Baikunthapur	FPC	23		1,04,85,800.00
17	Northern	Coochbehar	FPC	3		15,98,300.00
18	Northern	Jalpaiguri	FPC	25		1,09,97,400.00
Northern Total				51		2,30,81,500.00
19	Wildlife North	Wildlife-III	FPC	14		58,82,400.00
20	Wildlife North	Wildlife-I	EDC	6		26,85,400.00
21	Wildlife North	Wildlife-II	EDC	7		29,41,200.00
22	Wildlife North	Wildlife-III	EDC	11		51,15,000.00
Wildlife North Total				38		1,66,24,000.00
Grand Total				600		26,87,31,500.00

MICROFINANCING --REVOLVING FUND

Microfinancing for IGA @ 1,25000/- only per FPC /EDCs per provisions of M.O.D

PROPOSED BUDGET ALLOCATION

	No. of FPC/EDC	Rate	Total	Remarks
	600	1,25,000.00	7,50,00,000.00	FPC/EDCs will act as Microfinancing Institutions for the SHGs under the project

APPENDIX B

Community Development (B-201) Top 100 & Below 200 & Low 300

PROPOSED BUDGET ALLOCATION

Area	Name of Code	Name of Unit	Unit of Measure	No. of Units	Amount (\$)	Total
1	Western	Western	sq. ft.	10	100,000.00	100,000.00
2	Western	Western	sq. ft.	10	100,000.00	100,000.00
3	Western	Western	sq. ft.	10	100,000.00	100,000.00
4	Western	Western	sq. ft.	10	100,000.00	100,000.00
Western Total						400,000.00
5	Central	Central	sq. ft.	10	100,000.00	100,000.00
6	Central	Central	sq. ft.	10	100,000.00	100,000.00
7	Central	Central	sq. ft.	10	100,000.00	100,000.00
Central Total						300,000.00
8	South-East	South-East	sq. ft.	10	100,000.00	100,000.00
9	South-East	South-East	sq. ft.	10	100,000.00	100,000.00
10	South-East	South-East	sq. ft.	10	100,000.00	100,000.00
South-East Total						300,000.00
11	South-West	South-West	sq. ft.	10	100,000.00	100,000.00
12	South-West	South-West	sq. ft.	10	100,000.00	100,000.00
13	South-West	South-West	sq. ft.	10	100,000.00	100,000.00
South-West Total						300,000.00
14	North	North	sq. ft.	10	100,000.00	100,000.00
15	North	North	sq. ft.	10	100,000.00	100,000.00
North Total						200,000.00
16	North	North	sq. ft.	10	100,000.00	100,000.00
17	North	North	sq. ft.	10	100,000.00	100,000.00
18	North	North	sq. ft.	10	100,000.00	100,000.00
North Total						300,000.00
19	North	North	sq. ft.	10	100,000.00	100,000.00
20	North	North	sq. ft.	10	100,000.00	100,000.00
21	North	North	sq. ft.	10	100,000.00	100,000.00
22	North	North	sq. ft.	10	100,000.00	100,000.00
23	North	North	sq. ft.	10	100,000.00	100,000.00
North Total						500,000.00
Grand Total						2,000,000.00

RECOMMENDATION - REVISIONS

Recommendation for B-201 is 1.2500 - only for the JEDC and provision of B-201

PROPOSED BUDGET ALLOCATION

No. of FPC/DC	Rate	Total	Remarks
100	1.2500/0.00	1,250,000.00	1.2500 - only for the JEDC and provision of B-201
			for the JEDC under the project