

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

No.: 349 / WBFBC / 7- 2 (1)/14

Dated: 31.01.2017

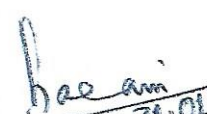
To

- | | |
|--|---|
| 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: Minutes of the 10th meeting of the Governing Body of WBFBC Society

Sir/Madam,

The Minutes of the 10th meeting of the Governing Body of WBFBC Society held on 19th January, 2017 at Aranya Bhavan, Salt Lake is enclosed herewith for your perusal and necessary action.


31.01.2017
Chief Project Director &
Member Secretary WBFBC Society

WEST BENGAL FOREST AND
BIODIVERSITY CONSERVATION SOCIETY

MINUTES OF

10TH MEETING
OF
THE GOVERNING BODY

HELD ON 19.01.2017

WEST BENGAL FOREST & BIODIVERSITY CONSERVATION SOCIETY

AGENDA POINTS OF THE 10th MEETING OF GOVERNING BODY

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West Bengal Forest and Biodiversity Conservation Society
Minutes of the 10th Meeting of the Governing Body

The 10th meeting of WBFBC Society was held on 19th January, 2017 at Aranya Bharavn Conference Hall on 6th floor.

The meeting was chaired by Shri C. Sinha, Chairperson of the Society. The following members were present:

1. Shri P.Shukla, PCCF & HoFF West Bengal – Member
2. Shri N.K.Pandey, PCCF General West Bengal - Member
3. Shri P.Vyas, PCCF Wildlife & CWLW - Member
4. Shri R.K. Mahtolia, PCCF Research, Monitoring & Dev. –Member
5. Shri R.K. Mahtolia, Managing Director, WBFBC Ltd. –Member
6. Shri T.V.N Rao, APCCF Finance – Member
7. Shri R. Das, Managing Director, WBWDC Ltd. – Member
8. Shri S.Barari, Chief Project Director, WBFBC Project— Member Secretary
9. Shri S. Chaudhuri, Project Director (Finance), WBFBC Project– Spl. Invitee

Shri P.T Bhutia, APCCF North Bengal, Shri N.V.Rajasekhar, APCCF HRD and Smt. M. Bandopadhyay, Addl Secretary Forest Dept. took leave of absence. The agenda wise comments mailed by Shri Bhutia were considered in the meeting. The Chief Project Director, WBFBC Project & Member Secretary of the WBFBC Society presented each item of the agenda following which discussions were made. The Agenda wise presentation and decisions taken are given below:

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

The matter was placed before the GB for confirmation.

Decision:

The minutes of the 9th GB stands confirmed.

Action:

No action required

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

The Action Taken Report placed in Annexure 1 of the agenda note was presented before the G.B point by point and discussed. The following points were mentioned before the GB for their acceptance

- (i) Against sl 5 (iii) of ATR it was mentioned that training of 30 Extension workers, 120 FPC members and 50 Frontline staff on microfinancing has been completed at BRAIPRD, Govt of W.Bengal, at Kalyani. Further training will continue.

The members were also informed that the CEO WBSRLM, Govt. of West Bengal has proposed a long term partnership for capacity building and livelihood enhancement of SHG women. They have also allowed WBFBC Society to use relevant portion of their manual on SHG management for publishing similar handbook in Bengali for the purpose of the project.

- (ii) Against sl. 9 of ATR it was mentioned before the GB that the National Workshop was successfully organized through the Project Management Consultants very

recently. Also the likely expenditure would be around Rs 60 lacs against the approved budget of Rs 80 lacs.

Decision:

The Action Taken Report was accepted by the members.

Action:

No action required.

3. Presentation of the Status Report of the WBFBC Project

The status report upto 31.12.2016 given in Annexure II was discussed

Decision

Members appreciated the achievement in training and accepted the Status Report

Action:

No action required.

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, which mentioned that four bids were received against e-tender (2nd call) for Study on Ecology of Tiger in North Bengal. The final result was presented in a table which showed that Aranyak, secured 1st position as evaluated by the Evaluation Committee through QCBS (Technical 80 : Cost 20) method. The quoted rate of Aranyak is Rs. 54,73,710/- (Rupees Fifty four lakhs Seventy three thousand Seven hundred ten) only

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. This includes Addl PCCF North Bengal who has send his views through mail.

“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”.

Decision

G.B confirmed the acceptance of the offer of Aaranyak as mentioned in the Circular Resolution and quoted above.

Action

PMU may formally inform PCCF Wildlife.

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

Following was placed before the GB that as per para 10.12: of Operation Manual of the Society:

- (i) At JFMC / EDC level, existing savings bank account should be used for operating the 'Community Development Fund' for development of Community Infrastructure and allied activities. However the existing accounts of many selected FPC/EDCs, which are not under FDAs, are not jointly operated by Beat Officer as Member Secretary.
- (ii) 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, in many FPC/EDC area, there are banks which are declared 'at par with Nationalized bank' by Finance Dept., in which the accounts may be opened if allowed by the Society

It was therefore proposed that 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' by Finance Dept., provided nationalized bank is not available in the FPC/EDC area.

Decisions

- (i) *No new account may be opened for handling Community Development fund.*
- (ii) *Existing bank account (Savings or Current) of the FPC/EDCs should be used for operating the Community Development fund. The beat officer as Member Secretary of the FPC/EDC must be included as joint operator of such existing bank account in case it is not being done at present.*
- (iii) *The revolving fund to be operated through a second bank account, should be jointly operated by the beat officer as Member Secretary of the FPC/EDC and a member of the Executive Committee to be designated for the purpose.*
- (iv) *PCCF HoFF West Bengal will issue an order with regard to decision (ii) and (iii) above.*
- (v) *Fund for Community Development should be transferred to the FPC/EDC bank account from the DMU after the satisfactory completion of work.*
- (vi) *The relevant provisions of the Operation Manual and/or Account Manual should be modified accordingly and notified by the PMU.*

Action

- (i) *PCCF HoFF on decisions (ii) and (iii). PMU to draft the order for PCCF HoFF.*
- (ii) *PMU to communicate with all DMUs on decision (v).*
- (iii) *PMU to act on decision (vi)*

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 been included in the provisions. Since Community Development funds are likely to be spent 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.

GB was apprised that since FPCs/EDCs are not registered bodies, deduction and deposition of TDS/Cess etc., will not be possible in tender works.

It was 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.

Decision

GB considered the submission and decided that all decisions with regard to tender, quotation, deduction of taxes as per statute for the purpose of Community Development fund, may be decided by the Head of DMU.

Action

PMU to inform all DMUs about the GB decision.

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

G.B was informed that the Community Development works have already been initiated. Though it was directed to restrict to 50 FPCs to start with (9th meeting), preliminary training on microfinancing and community development held with the support of BRAIPRD, Kalyani, Govt of West Bengal, has been encouraging. It was therefore proposed that

(a) Community Development work in about 150 selected FPCs instead of 50 FPCs as approved by GB in earlier meeting may be taken up;

(b) Intensive microfinancing training through BRAIPRD, Kalyani, Govt of West Bengal will continue and release of fund for microfinancing will be done in phases to the FPC/EDCs.

The total DMU wise budgetary requirement in connection with Community Development and Microfinancing for IGA was placed in Annexure III for approval of the GB

Decision

(i) Community Development in 150 selected FPCs (instead of 50 allowed earlier) is approved.

(ii) Budget allocation for Community Development required to cover all FPCs (600 nos) to the tune of Rs 26,87,31,500/- only (as presented in Annexure III) is approved.

(iii) Budget allocation for Microfinancing for IGA Activity (Revolving Fund) required to cover all FPCs (600 nos) to the tune of Rs. 7,50,00,000/- only (as presented in Annexure III) is approved.

Action

PMU on decisions (ii) and (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 for this purpose would be superfluous.

The PCCF Wildlife & CWLW vide his letter no. 6045/WL/2B-281/16 dt 29.12.2016 has therefore proposed, 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.

Members were requested to concur with the proposal above.

Decision

The proposal of the PCCF Wildlife and CWLW was approved by the GB.

Action

PMU for necessary action.

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

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. PCCF WL considered the matter and suggested to

- (i) discontinue the model of Creation of plantation after Maling bamboo removal
- (ii) create grasslands with fodder trees in PAs to the extent possible, out of fund diverted from Maling Bamboo model, since this has given very positive impact.

The Addl PCCF North Bengal sent a note on this (in absentia) in which he requested to reconsider the suggestion of the CWLW of discontinuance of the Maling bamboo removal model of plantation creation and diversion of the fund to augmentation of grasslands in PAs.

Decision

Members considered the submissions and it was decided that

- (i) *Model of Creation of plantation after removal of Maling bamboo should be discontinued.*
- (ii) *Diversion of unspent fund under the Maling Bamboo model to Creation of grassland and fodder trees in PAs of North Bengal is approved.*

Action

PMU to revise the APOs accordingly and inform PCCF Wildlife and concerned DMUs.

10. Additional fund required for extension of Aranya Bhavan

The matter of providing additional fund of Rs. 90,00,000/- (Rupees Ninety Lakh) only for vertical expansion of Aranya Bhavan, including cost of replacing 18 yrs old elevators was discussed in the 9th meeting and the following decisions were 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.*

The GB was apprised that recently, PCCF (HoFF) West Bengal, vide his letter no. 8211/P&S(P)/3D-678/16(Vol-II) dt 9.11.2016 has informed the following:

- (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 Rs 1,02,10,280/- (Rupees 1.021 Crores) only.

The members were informed that 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.

Decision

The additional fund of Rs 1.021 Crores required for additional civil work and replacement of elevators of Aranya Bhavan extension as proposed by the PCCF HoFF may be allotted from other similar projects budgeted under the Institutional Capacity Building, viz: escalation cost and contingency under Siliguri Administrative Building.

Action

PMU to act on the decision.

11. Filling up of vacant post in the PMU

The GB was presented with the latest position of the posts created within the WBFBC Project PMU and the vacancy position as shown below:

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	Addl Project Director, P&R , in CF rank	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 (ROPA) Rules, as amended from time to time.	DFO from Forest Dept, GoWB.	WBFS	Post is lying vacant

Sl	Name of Officer	Post & Rank of Post	Rank of Incumbent	IFS/WBFS/ Other	Remarks
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.

GB was requested to consider the following proposals

- (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.

Decision

- (i) *The Forest Department will take decision on the matter of filling up of vacant posts of PMU*
- (ii) *Regarding posting of JPD (HRD) and JPD (Extension) the Forest Department will be approached for the following modification of Notification No. 1162-For/G/6M-12/12 pt I dt 13.06.2014 where eight ex-cadre posts including the JPD(HRD) and JPD(Extn) were created:*

“Officers posted as JPD(HRD) and JPD(Extn) will carry their own pay in their previous posting”

Action

No action with regard to decision (i). PMU to approach Forest Dept through proper channel.

12. Other items with the permission of the Chair

(1) Extension of contract period of Forest Ranger in PMU

The Governing Body in its 7th meeting held on 17th Nov, 2015, decided to engage Shri Badal Chakraborty, Forest Ranger (Retd) for a period of one year starting 1st November, 2015, as a special case, given his commendable service, alertness and fitness. The conditions of engagement of contractual staff imposed by the Governing Body, which are of relevance for extension of contract, were as follows:

- (a) *Shri B. Chakraborty may be appointed on contractual basis through a fresh contract, presently for a period of one year starting 1st November, 2015, as a special case.*
- (b) *The extension of the contract will depend upon the quality of service he would deliver for one year.*

In this meeting, the GB was requested to extend the contract period of Shri B.Chakraborty, Forest Ranger (Retd) for a further period of one year, since his performance in the past one year has been commendable. It was also placed for the consideration of the GB that Shri B.Chakraborty is very fit and alert to serve the Society.

Decision:

Considering the commendable service of Shri B.Chakraborty, Forest Ranger and his alertness and fitness the following decisions are taken

- (i) *Shri B. Chakraborty, may be appointed on contractual basis through a fresh contract, presently for a period of one year, starting 1st November, 2016, as a special case.*
- (ii) *Further extension of contract will depend upon the quality of service he would be able to deliver during the current period of contract.*

Action

PMU to take necessary action for appointment of retired FR.

(2) Expansion of Central Nursery units for tall seedlings

Some of the members including the PCCF General and APCCF Finance raised the issue of production of tall seedlings for the purpose of Sabujshree project and suggested that the 40 units of Central Nurseries created under the WBFBC Project may be utilised for raising the tall seedlings committed for the purpose.

Comments of the PMU

The GB was apprised by the PMU that most of the Central Nurseries created under the Project have space for expansion, but they are all root trainer based, which will be contrary to the polypot based nursery normally adopted for raising tall seedlings.

Decision

- (i) *Expansion of Central Nursery units may be done for raising tall seedlings to be used for Sabujshree programme.*
- (ii) *PMU to give cost of infrastr for expansion only of the selected Central Nursery. Cost of production of seedling and its utilisation will be the responsibility of Forest Directorate.*
- (iii) *A meeting to be organised by PMU shortly in this regard and to submit report on the feasibility of the proposal by 31st Jan, 2017.*

Action

- (i) *PMU to act on decisions (i), (ii) and (iii).*

The meeting ended with a vote of thanks to the members and the Chair.

Sd/- (C. SINHA)
Principal Secretary Forest Dept &
Chairperson WBFBC Society

**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>	(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.
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 approx. 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 (approx 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.	<p>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.</p> <p>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.</p>
		(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 Accounts Officer may be appointed initially for one year, which may be extended based on the performance and requirement.	Appointed one Accounts Officer on temporary basis (2399 / WBFBCP / 9-1 dt 28.7.16) pending placement of services of one WBAAS officer on deputation. Request for placement of WBAAS officer send through memo no. 1601/ WBFBC / 7-1 dt 27.05.2016
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) The proposal of organization of National Seminar 2017 on behalf of JICA and visit to Sunderbans is accepted.	(i) No action required
		(ii) The budget of Rs 60 lakhs is	(ii) Budget revised to Rs 80 lacs

		<i>approved. However the budget may be re-looked and if necessary revised, for including showcasing of JFMC activities and their participation.</i>	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.

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	
Establishment of DMUs	36	no.	-	32	4	-	-	36	
Establishment of FMUs	NA	no.	-	67	79	27	5	178	
Posting of Officers on Deputation to the Society of PMU	8	no.	-	-	5	-	-	5	
Deployment of "Support Staff" to PMU and DMU	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 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	
	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 work
	Socio-economic Survey	no.	-	-	-	-	-	-	Issued to NABCONS on 13.01.2016 and work going on
Construction of Building at AE-391	1	no.	-	-	-	1	-	1	
Other buildings	Group D quarters (15)	no.	-	1	6	8	-	15	
	Group C quarters (10)	no.	-	-	8	2	-	10	
	ROs quarters/Range office (5)	no.	-	-	1	2	2	5	
Expansion of existing Administrative Building	Block A (7th & 8th Floor) 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	Frontline staff
		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, Head of FMUs & Support Staff
	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, Head of FMUs & Frontline Staff
	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.), IISWC (32 nos.), KFRI (15 nos.), IIRS (14 nos.) IGNFA (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	Officers & frontline staff
		no. of Participants	-	30	-	35	32	97	
	MIS	nos.	-	-	-	7	-	7	Officers & frontline staff
		no. of Participants	-	-	-	128	-	128	
	Community Development	nos.				2	2	4	Officers & frontline staff
		no. of Participants				80	52	132	
Procurement	Vehicles-Mahindra Scorpio (24)	nos.	-	-	10	-	14	24	
	Vehicles-Maruti Suzuki Ertiga (2)	nos.	-	-	2	-	-	2	At HQ
	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									
Improvement of Wildlife Habitat in Protected Areas	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	Studies (6)	nos.	-	-	-	2	4	6	

Statement of Grants Received & Utilised							
Year	Grant Received		Balance from previous year	Total fund	Expenditure	Balance carried over	Remarks
2012-13	Component	Amount (In Rs. Lacs)					
	NT	105.25	0.00	105.25	0.00	105.25	Fund Received on 26.3.13
	SCP	20.00	0.00	20.00	0.00	20.00	
	TSP	10.00	0.00	10.00	0.00	10.00	
	Total Grant recd.	135.25	0.00	135.25	0.00	135.25	
	Non-Grant Fund	0.00	0.00	0.00	0.00	0.00	
	Total Grand	135.25	0.00	135.25	0.00	135.25	
	2013-14	NT	2754.00	105.25	2859.25	165.37	2693.88
SCP		1927.80	20.00	1947.80	62.08	1885.72	
TSP		826.20	10.00	836.20	28.04	808.16	
Total Grant recd.		5508.00	135.25	5643.25	255.49	5387.76	
Non-Grant Fund		0.00	0.00	0.00	0.00	0.00	
Total Grand		5508.00	135.25	5643.25	255.49	5387.76	
2014-15	NT	0.00	2693.88	2693.88	999.23	1694.65	No fund received during 2014-15
	SCP	0.00	1885.72	1885.72	699.46	1186.26	
	TSP	0.00	808.16	808.16	299.77	508.39	
	Total Grant recd.	0.00	5387.76	5387.76	1998.46	3389.30	
	Non-Grant Fund	121.79	0.00	121.79	121.79	0.00	
	Total Grand	121.79	5387.76	5509.55	2120.25	3389.30	
2015-16	NT	4500.00	1694.65	6194.65	2166.92	4027.73	Fund Received on 07.10.2015 & 14.03.2016
	SCP	3200.00	1186.26	4386.26	1523.59	2862.67	
	TSP	1441.00	508.39	1949.39	662.61	1286.78	
	Total Grant recd.	9141.00	3389.30	12530.30	4353.12	8177.18	
	Non-Grant Fund	78.84	0.00	78.84	78.84	0.00	
	Total Grand	9219.84	3389.30	12609.14	4431.96	8177.18	
2016-17	NT	0.00	4027.73	4027.73	2035.23	1992.50	Grant not received as on date & Expenditure Booked upto 31.12.16
	SCP	0.00	2862.67	2862.67	1453.73	1408.94	
	TSP	0.00	1286.78	1286.78	664.56	622.22	
	Total Grant recd.	0.00	8177.18	8177.18	4153.52	4023.66	
	Non-Grant Fund	22.82	0.00	22.82	22.82	0.00	
	Total Grand	22.82	8177.18	8200.00	4176.34	4023.66	

Cumulative Expenditure Rs. 10760.59 Lacs out of total Grant recd. Rs. 14784.25 Lacs till 31.12.16

Cumulative non Grant Expenditure Rs. 223.45 Lacs till 31.12.16

Note: Amount of expenditure under non - grant fund include INR equivalent of USD payment for consultancy services

Activities	Particulars	Unit	Achievements 2012-13	Achievements 2013-14	Achievements 2014-15	Achievements 2015-16	Achievements 2016-17 (Upto 31.12.16)	Total achievement
Utilisation of Grants	Reimbursible	Rs. Lakhs	-	198.87	1,702.96	3,889.31	3,646.29	9,437.43
	Non-reimbursible	Rs. Lakhs	-	56.63	295.50	463.80	507.23	1,323.16
	Total Utilisation Grants	Rs. Lakhs	-	255.50	1,998.46	4,353.11	4,153.52	10,760.59
	Non-Grant Fund	Rs. Lakhs	-	-	121.79	78.84	22.82	223.45
	Grand Total	Rs. Lakhs	-	255.50	2,120.25	4,431.95	4,176.34	10,984.04
Re-imbursements JICA	Reimbursible	Rs. Lakhs	-	176.90	1,320.37	3,335.70	2,640.25	7,473.22
	Non-Grant Fund	Rs. Lakhs	-	-	121.79	78.84	22.82	223.45
	Total	Rs. Lakhs	-	176.90	1,442.16	3,414.54	2,663.07	7,696.67

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