

FTS No. 28765
File No. J-12037/01/2013-RL
Government of India
Ministry of Rural Development
Department of Rural Development

6th Floor, Hotel Samrat
Kautilya Marg, Chanakyapuri
New Delhi
Dated: the 29th November, 2013.

To
The Principal Secretary (RD).
Department of Rural Development,
Uttarakhand

Subject: Minutes of the Empowered Committee meeting held on 25th November, 2013

Sir

I am directed to say that a Meeting of the Empowered Committee was held under the chairmanship of Additional Secretary (Rural Development) at 2.00 PM on 25th November, 2013 at "Unnati", Krishi Bhawan, New Delhi. In this meeting the Agenda Item No. 1 was discussed:-

1. Agenda Item No. 1: Annual Action Plan for Uttarakhand State RLM

A copy of the minutes of the said meeting are enclosed for information and further necessary action.

Encl: As above

Yours Faithfully



(P. C. Bhaskar)

Assistant Director (RL)

Copy to:

1. Shri H. B. Thapliyal, CEO, Uttarakhand
2. Shri Vinod Fonia, Sec RD, Uttarakhand, Deptt. of Rural Development, Govt. of Uttarakhand
3. Shri Suresh Chand Sharma, Additional CEO, USRLM, Deptt. of Rural Development, Govt of Uttarakhand
4. Shri Dr. Prabhakar Babu, Deptt. of Rural development, Govt. of Uttarakhand
5. PPS to AS(RD)
6. PPS to AS&FA
7. PPS to JS (Skills)
8. PPS to CCA
9. Ms. Sarada Muraleedharan, COO, NMMU
10. Shri G. Muralidhar, Head, NMMU

NATIONAL RURAL LIVELIHOODS MISSION [AAJEEVIKA]

Proceedings of the Meeting of the Empowered Committee held on 25th November 2013 under the Chairpersonship of Shri S M Vijayanand, Additional Secretary, Rural Development convened for the approval of Annual Action Plan (AAP) of the State of Uttarakhand.

1. A meeting of **Empowered Committee of NRLM [Aajeevika]** was held on 25th November 2013 under the Chairpersonship of Addl. Secretary, Rural Development to approve the AAP of Uttarakhand State. The list of members who attended the meeting is placed at **Annex 1**. The EC meeting was preceded by a desk appraisal of AAP by the Ministry/National Mission Management Unit (NMMU). The written and oral comments on AAP were provided to the State to modify the proposal before the same was put up to the EC for approval.
2. A presentation was made before the EC by Shri Vinod Fonia, State Mission Director, State Rural Livelihoods Mission. It included a brief on the State's Action Plan for 2013-14. After detailed discussions, **the Annual Action Plan for 2013-14 was approved.**
3. The total allocation, including interest subvention, for the State under NRLM for the year 2013-14 is **Rs. 2178.66 lakhs** but the state has proposed budget of **Rs.1106.98 (Rs 1056.98 lakhs for NRLM and Rs 50.00 lakhs for interest subvention) that includes five months budget for SMMU and four months budget for DMMU and BMMU**. The EC considered the AAP proposal for the State and approved the plan of activities for the year 2013-14 for an amount of **Rs.1106.98 lakh** under NRLM. The amount approved for RSETIs (training expenses) is Rs. 154.00 lakh. The details are given at **Annexure-2**. The expected outcomes agreed are at **Annexure-3**.
4. Since the estimated cost projected under NRLM is for the remaining part of the current Financial Year (five months budget for SMMU and four months budget for DMMU and BMMU) the EC approved release of the entire central share portion of the amount of Rs. 1056.98 lakh in a single installment after deducting 25% of the opening balances under SGSY lying in DRDA Accounts. The remaining portion of SGSY balance will be deducted from the next Installment after adjusting the committed liabilities. Deduction of 25% only was agreed to enable the state to reconcile the SGSY accounts with the DRDAs and the subsidy accounts with the banks and recoup these amounts to the SRLM account.
5. The EC also approved release of 50% of the estimate of Rs 154.00 lakhs for RSETI expenditure and 50% of the central share portion of the approved estimate of interest subvention.

The State Government was also asked to ensure action as follows:

1. The State shall develop detailed plan of activities, proposals and budgets for the infrastructure and marketing sub-component under NRLM and come to EC for approval within 3 months.
2. The State Government shall within 30 days of the issue of Record of Proceedings of the meeting of the Empowered Committee by the Ministry of Rural Development, issue detailed resource envelopes and activities approved for their intensive and non-intensive districts and blocks including resource blocks.
3. The funds shall be utilised as per norms and procedures indicated in the 'Framework for Implementation' for NRLM.
4. Under NRLM, Administrative cost shall remain within the allocation for administrative expenses or 5% of releases whichever is higher.
5. All expenditures will be subject to the ceilings/ranges of the units and unit costs, including for training in RSETIs, as communicated by MoRD from time-to-time.
6. **The Swarnjayanti Gram Swarozgar Yojana (SGSY) has ceased to exist with effect from 1.4.2013. Any liabilities under SGSY, which were committed till the end of March 2013, may be met out of the balance SGSY funds available in the DRDAs. The balance funds may be recouped to the SRLM to be adjusted against releases under NRLM.**
 - a. **The State shall confirm the committed liabilities to MoRD by end December 2013.**
 - b. **The following would be considered as committed liabilities**
 - i. **Sanctioned (both administrative and financial) but funds not disbursed fully yet;**
 - ii. **Received Administrative Sanction on or before 31 March 2013; and**
 - iii. **Bills received but not paid yet**
7. **Similarly, any funds (subsidy) released to Banks by DRDAs for SGSY implementation and lying idle in the Banks may also be recouped to the SRLM. The orders issued may be revoked if the funds were not released by end July 2013 and the funds may be recouped to the SRLM.**
8. The State shall complete its recruitments at the State level and intensive district and sub-district levels by March 2014, duly following pre-selection immersion.
9. The State shall develop and put in place an induction, training and capacity building architecture for the staff recruited at various levels, for the community cadres and for the community institutions. The staff should go through a systematically planned induction including immersion and exposure visits within 3 months of joining the mission. There should be provision for de-selection of not-so-suitable during induction.
10. Phasing of all the districts and Blocks needs to be reworked and strategy needs to be finalised by December 2013.
11. The State shall adopt Community Operational Manual for its various activities by March 2014 and circulate the same to the field units and the communities.

12. The State should undertake pilots on PRI convergence and depute one nodal officer preferably the expert looking after IB/CB at State and District level to take care of the convergence.
13. The State shall develop and implement clear plans of action in non-intensive blocks including the intensive induction and orientation of existing SGSY staff at various levels.
14. Given the increased importance of Placement linked Skilling under Aajeevika, the state should make provisions for:
 - Chief Operating Officer for Skills at State level, in lieu of State Project Co-ordinator for Skills
 - District specialist for Skills
 - Block specialist for Skills
15. The State shall finalize its State Perspective and Implementation Plan in consultation with all the key stakeholders and submit it for appraisal to NMMU by November 2014.
16. The State shall, by January 2014, work out a comprehensive strategy of integrating various existing rural poverty reduction programs including the IFAD/ World Bank supported livelihoods project under the fold of NRLM and build on the foundation(s) laid by these projects
17. The State shall develop clear plans under Governance and Accountability Framework by December 2013 and implement them.
18. The State shall finalize and adopt Human Resource Management Manual, Financial Management Manual, etc., by March 2014.
19. The State shall furnish information relating to physical and financial progress every month to the Ministry of Rural Development.
20. The state has to complete the SHG data base in by the end of Financial Year 2013-14. This will facilitate interest subvention through e-transfers.
21. The State Mission is advised to focus on strengthening of existing and newly formed SHGs and subsequently their federations.
22. It is advised to prepare HR manual with in FY 2013-14. In case of selection/deputation from existing staff it is advised to follow a competence based selection /deputation policy with clear de-selection process.


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Annexure-1

List of participants

Meeting of the Empowered Committee held at 2.00 PM on 25-11-2013 at Unnati, Krishi Bhawan, Ministry of Rural Development, under the Chairmanship of Additional Secretary (RD)

List of Participants

1. Shri S.M. Vijayanand, Additional Secretary, Ministry of Rural Development - Chairman
2. Shri T. Vijay Kumar, Joint Secretary (RL), Ministry of Rural Development
3. Dr. A. Santhosh Mathews, Joint Secretary (Skills), Ministry of Rural Development
4. Shri G.P. Gupta, Chief Controller of Accounts, Ministry of Rural Development
5. Shri Rajender Parsad, Consultant (Finance), IFD, Ministry of Rural Development

NRLPS

6. Ms. Sarada Muraleedharan, COO, NRLPS, NMMU.
7. Shri G. Muralidhar, Head/Lead Adviser, NRLPS, NMMU.
8. Mr. Phillip Mathews, National Mission Manager, NRLPS, NMMU.
9. Ms. Charu Lata Sharma, Programme Executive, NMMU
10. Mr. V.J. Menon, Consultant (Finance), NRLPS, NMMU
11. Mr. Ashok Mehta, Consultant (Admn), NRLPS, NMMU
12. Ms. Poonam Pathak, Senior Mission Executive, NRLPS, NMMU

UTTARAKHAND

13. Shri Vinod Fonia, Secretary (RD) Government of Uttarakhand and SMD, USRLM.
14. Shri H. B. Thapliyal, CEO, USRLM
15. Shri Suresh Chand Sharma, Additional CEO, USRLM,
16. Shri Dr. Prabhakar Bebni, State Project Coordinator –Skills, USRLM,

ANDHRA PRADESH

17. Shri P. Jamuna, Director Advocacy, SERP, Andhra Pradesh.
18. Shri M. Srinivas Baba, Director-SHG's, SERP, Andhra Pradesh.
19. Shri A. Murali, Additional CEO, SERP, Andhra Pradesh.
20. Shri G. Jacob Victor, Director, ITS, SERP, Andhra Pradesh.

21. Shri Subhash Kiran, SPM, EDI, Ahamdabad.
22. Shri Dr. Manoj Mishra, EDI, Ahmadabad

ASSAM

23. Shri Jatin Uerbir Singh, Additional Chief Secretary, P&RD Deptt. Assam.
24. Shri K.K. Dwivedi, Commissioner, P&RD, Assam
25. Shri Binay Kumar Deka, SPM(LH), ASRLMS

JHARKHAND

26. Shri Bishnu C. Parida, COO, JSLPS Deptt. of Rural Development, Jharkhand

KARNATAKA

27. Shri M.K. Ali, SPM, SPI &CD, KSRLM, Karnataka.
28. Shri Shylajon Priyadarshini AMD, KSRLM, Karnataka.
29. Shri Arun Kani, AM(SI), KSRLM, Bangalore, Sanjeevini KSRLM.
30. Shri Prasthima, HR-Excutive-KSRLM Bangalore, Sanjeevini KSRLM.
31. Shri Mahesh Doddamane, SRLM-KHPT, Bangalore.

KERALA

32. Ms. K.B. Valsala Kumari, Executive Director, Kudumbashree, Kerala

MAHARASHTRA

33. Shri S.S. Sandhu, Pricipal Sec., RD, Maharastra.
34. Ms. Leena Bansol, COO, MSRLM.

ODISHA

35. Shri D. V. Swamy, CEO/MD NRLM, Odisha Livelihoods Mission, PR Deptt. Odisha

Annexure-2

Approved Annual Action Plan and Budget

NRLM 2013-14 (Rs. in Lakh)

| | Components | Allocation (Rs.) | Approved Plan Amount(Rs.) | Approved Amount for Release (Rs.) | | |
|----|---|---------------------|---------------------------------|--------------------------------------|----------------|---------|
| | | | | Central Share | State Share | Total |
| 1. | NRLM – IB/CB, RF, CIF, Trg. Infra and Mktg, etc., including Administrative Costs* | 1489.33 | 1056.98 | 792.74 | 264.24 | 1056.98 |
| 2. | Interest Subvention | 689.33 | 50.000 | 37.50 | 12.50 | 50.000 |
| | Total | 2178.66 | 1106.98 | 830.24 | 276.74 | 1106.98 |
| | RSETIs | 154.00 | 154.00 | 154.00 | | 154.00 |

* Administrative Costs up to Rs161.10 Lakh. (Rs.120.82 Lakh - Central Share and Rs.40.28 Lakh - State Share)

Expected outcomes with Timelines

| Activities | Present Status | Key strategies to accomplish the activities | Timeline |
|--|--|--|---|
| State society formation status | Existing PMU, a registered Society of Deptt. Of RD has transformed and renamed as State Project Management Unit (SPMU) for USRLM. | NA | NA. |
| CEO appointment for USRLM | CEO has been appointed for USRLM in September, 2013. | NA | NA |
| Hiring / nomination of Core State Team | State Core team has been formed. | | NA |
| Office setup for USRLM | Existing office is being used for USRLM. | New spacious office is required to be established in next financial year and SPMU is in process of finding a suitable place. | New office will be set up by April, 2014. However existing office is being used at present. |
| Opening of separate bank account | Separate Bank account has been opened in Punjab National Bank (A/c No. 6018000100001908 IFSC codeSBIN10160) at Rajpur Road Dehradun. | | |
| GO approval of implementation structure and staff for SRLM | State Government has approved the structure vide GO No. 3610/XI/13/53(08)11 dated 3 September, 2014. | As per the direction of MoRD, few of the essential posts like IB/CB, FI and HR need to be incorporated in the existing structure. Keeping in view of this, Additional staff of thematic experts at State team especially in the field of IB/CB, FI and HR is proposed to be deputed from SRTT. SRTT is agreed to extend professional Support to USRLM. As per the discussion held on 5 th September, 2013, in MoRD,GoI, a team of professionals has to be deputed at SIRD Uttarakhand for IB/CB of CBOs by the NMMU. | |

| | | | |
|---|---|--|---|
| Training and immersion of SRLM team members | SRLM team has recently conducted exposure visits to JSLPS, Ranchi, RGMVP Amethi and Raebareli and Tamilnadu. | Core team will further be sent to exposure visits in other NRLM States like BRLP, SERP, RGMPV etc. in order to get more clarity for implementation of NRLM. | November & December, 2014. |
| Preparation of <ul style="list-style-type: none"> • HR manual • Financial manual • Procurement manual | <i>Not yet prepared.</i> Financial and procurement rules will be followed as per the norms of NMMU | HR manual Financial Manual and Procurement manual will be submitted to NMMU along with SPIP. | December 2013 |
| Appraisal of SPIP | A committee is proposed to be set up under the chairmanship of Secretary RD/State Mission Director, USRLM in order to finalize the SPIP | The proposed committee will review and finalize the SPIP before forwarding it to MoRD, GoI for final approval. | As per the direction of MoRD GoI, the SPIP will be submitted. |
| Submission of SPIP | | SPIP will be developed by the USRLM core team itself and appraisal would be done by the State committee by Feb, 2014. | As above |
| Procurement Compliance <ul style="list-style-type: none"> • Resolution passed by state society to follow NRLM norms. • Development of procurement plan for IAP year | Resolution passed by State Society to follow NRLM norms Development Procurement plan for IAP | | |
| Detailed phase wise plan for recruitment of staff | Additional CEO has been appointed who is responsible to look after Non-intensive Block Strategy. Besides, State Programme Coordinator –Skills and Livelihood, State Marketing Manager have also been posted. | Thematic experts on IB/CB, FI and HR will be deputed by SRTT as professional support to State Core team. Besides, A professional Team is proposed to be deputed at SIRD, US Nager by MoRD, GoI for IB/CB activities. Recruitment on other vacant posts will be done by December, 2013. | December, 2013. |
| Training and immersion plan for DMMU & BMMU teams to be recruited. | DMMU and BMMU teams would be sent for exposure visits after their selection as per the following plan; 1. Study of Best practices adopted by the | Detail Training and immersion plan for DMMUs and BMMUs teams would be finalized after their recruitment in consultation with | November 2013 – December 2014, |

| | | | |
|------------------------------|--|--|------------|
| | SHGs in Uttarakhand (Local Immersion) supported by IFAD project and Himmothan Project (SRTT) and other CBOs. 2. SERP (AP) 3. JEEVIKA(Bihar) 4. Kudumbshree (Kerala) 5.RGMVP (UP) | USRLM and NMMU. | |
| Knowledge gap studies | As per SPIP. | The SPIP will identify those areas which are required to be further explored. | FY 2014-15 |
| Base line study | As per SPIP. | With the help of primary, secondary data and extensive stake holders consultation by organizing workshops/ meetings etc. | FY 2014-15 |