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Government of India
Ministry of Rural Development
Department of Rural Development
(Rural Livelihood Division)

6th Floor, Hotel Samrat,
Kautilya Marg, Chanakyapuri
New Delhi-110021
Date: 7th March, 2014

To,

Shri Vinod Fonia, Secretary
Government of Uttarakhand

Subject: Minutes of the Annual Action Plan (AAP)- 2014-15 for the state of Uttarakhand.

Sir/Madam

I am directed to say that a meeting of the Empowered Committee was held on 18th February, 2014 under the chairmanship of Additional Secretary (RD) at Unnati, Krishi Bhawan, New Delhi. A copy of the minutes of the said meeting is enclosed herewith for kind information and necessary action.

Yours faithfully



(P.C. Bhaskar)
Assistant Director (RL)

Enclosure: As above

Copy to:

1. Shri H.B.Thapaliyal, CEO, USRLM
2. Shri S.C.Sharma, Additional CEO, USRLM
3. Dr.P.C.Bebni, SPC, Skills, USRLM
4. PS to AS (RD)
5. PS to AS&FA (RD)
6. PS to JS (RL)

[AAJEEVIKA] NATIONAL RURAL LIVELIHOODS MISSION

RECORD OF THE PROCEEDINGS OF THE MEETING OF EMPOWERED
COMMITTEE

Chaired by: Sri SM Vijayanand, Additional Secretary, MoRD

Dated: 18th February, 2014

Subject: Approval of Annual Action Plan (AAP) for FY 2014-15 of the State of Uttarakhand
List of participants is placed at Annex-1.

1. National Rural Livelihoods Promotion Society (NRLPS), Ministry of Rural Development (MoRD) conducted a desk appraisal of AAP of Uttarakhand Rural Livelihoods Mission for FY 2014-15. Based on the comments provided, USRLM modified and resubmitted the proposal. A pre-EC meeting, chaired by the Mission Director, NRLM, was held on 17th February 2014 in which State's readiness and adequacy of preparation to implement the plan were discussed.
2. The Chief Executive Officer of USRLM made a presentation on AAP to the Empowered Committee of the Ministry on 18th February 2014. The presentation of the AAP covered progress of the State Mission during 2013-14, action taken on the minutes of the last meeting of the EC (dated 25th November, 2013), lessons learnt and the Action Plan for 2014-15.
3. Progress in 2013-14:
 - a) USRLM has submitted detail of committed liabilities under SGSY to MoRD GoI vide letter No. 198/USRLM/2013 dated 11 Feb. 2014 and Balance fund have been recouped in the account of USRLM from DRDAs
 - b) Procurement manual developed by NMMU has been adopted by USRLM
 - c) Approval has been taken from State EC to recruit COO Skills.
 - d) To roll out Resource block strategy USRLM is finalizing protocols with empanelled CBA RGMVP and Internal CRPs are undergoing training in RGMVP.
 - e) At present, inventory of 2997 SHG have been uploaded in the transitory MIS.

Details of action taken report are furnished in Annex-2.

4. The EC was pleased to approve:

- a. A total amount of Rs. 1211.99Lakh for AAP 2014-15, which constitutes 150% of the budget allocation earmarked for the State under NRLM and 100% of the allocation for the interest subvention (category-II) component.

- b. An amount of Rs.116.07 lakh was approved for RSETIs for meeting the training costs.
 - c. An amount of Rs133.33 lakh as Additional Allocation for Administrative cost.
 - d. Further an amount of Rs 20.00 lakh was approved for Saras Fair.
 - e. Detailed budget allocation indicating the shares of Centre and State Government are furnished in Annex-3.
5. The releases are subject to allocated amount and terms and conditions laid down in the framework of NRLM . The unspent balances of SGSY, not adjusted earlier releases, shall be deducted from the first installment.
6. The expected outcomes agreed to by USRLM are presented in Annex-4.
7. The mission is required to undertake following actions during the course of implementation of AAP for 2014-15:
- i. The Mission shall within 30 days of receipt of the approved minutes, finalize detailed resource envelopes to each intensive district indicating the detailed list of activities to be undertaken.
 - ii. The Mission shall formulate detailed action plans for each resource, intensive and partnership blocks. With the preparation of block action plan or otherwise, if the need arise, the State Mission shall revise the AAP 2014-15 and submit to MoRD for the consideration of EC by July, 2014.
 - iii. The Mission shall formulate and implement plan for non-intensive districts considering that resources are not sparsely distributed and it has to have measurable outcomes in terms of quality of SHGs and Bank credit mobilization. The plan should include clear induction and orientation of staff deployed in these blocks.
 - iv. The Mission shall undertake and complete visioning exercise for SMMU by August 2014.
 - v. The funds shall be utilised as per norms and procedures indicated in the 'Framework for Implementation', as revised from time-to-time and all expenditures shall be subject to the latest cost ceilings and unit cost norms of NRLM, including the norms of administrative costs.
 - vi. The Mission shall submit physical and financial progress reports in the prescribed formats including Interim Unaudited Financial Returns (IUFR) periodically to MoRD.
 - vii. The Mission shall submit a closure report of SGSY accounts by evacuating all funds lying with DRDAs to SRLM account. The funds so evacuated to SRLM shall be considered as NRLM funds. The closure report should be submitted by June, 2014. Necessary reconciliation with each DRDA should be undertaken. The DRDAs should get a statement from each bank branch that all unutilized SGSY capital subsidy amounts have been refunded to the DRDA along with the interest. This statement should accompany the closure

- report from the DRDAs. The Ministry has already issued instructions regarding the committed liabilities (<http://aajeevika.gov.in/>).
- viii. The Mission shall submit Audit report for FY 2013-14 by October 2014 and further release of NRLM funds would be subject to the submission of the Audit reports.
 - ix. The Mission shall rationalize the SMMU, DMMU and BMMU structures and prepare a phasing plan to cover all districts, blocks and villages by incorporating communitization and the enhanced role of community cadres in rolling out of NRLM, by July 2014.
 - x. The Mission shall commission the baseline survey by September 2014.
 - xi. The Mission shall complete recruitment of professional staff SMMU, DMMUs and BMMUs by June 2014, duly following the recruitment norms, including pre-selection immersion and de-selection of "Not so suitable" candidates. While recruiting, the Mission shall take into account that two thematic experts and one Young Professional being posted to SRLM by NIRD-NRLM Resource cell.
 - xii. The State shall develop a transparent screening and fitment process for Government staff intending to join the Mission on deputation.
 - xiii. Only costs of professional staff for SMMU, DMMU and BMMU are eligible to be booked under NRLM. Cost of staff on deputation could be booked under NRLM provided the Mission has followed transparent fitment policy.
 - xiv. The Mission shall designate one senior officer as in-charge of PRI-CBO convergence at State, District and Block level.
 - xv. The Mission shall put in place induction cum immersion, training and capacity building architecture for the staff recruited, community cadres and community institutions.
 - xvi. The Mission shall adopt Community Operations Manual, Human Resource Management Manual and Financial Management Manual by June 2014 and disseminate the same to the field units and the communities.
 - xvii. The State specific scheme of interest subsidy to SHGs, if any, shall be aligned with the NRLM's Interest Subvention component. The first charge of the interest subvention amount is to meet the interest subvention of all eligible SHGs. The remaining amount, if any, may be used for IB-CB.
 - xviii. The Mission shall work out a comprehensive strategy for integrating existing rural livelihoods or poverty reduction programs (including the World Bank, IFAD, and UNDP etc. supported programs) under NRLM.
 - xix. The Mission shall implement CPSMS in SRLM in all intensive blocks and districts.
 - xx. The Mission shall develop and implement clear plans of action in non-intensive blocks including the induction and orientation of existing staff at various levels.
 - xxi. The Mission shall develop and implement Governance and Accountability Framework.

- xxii. The service standards for flow of community funds shall be developed and implemented.
- xxiii. The Mission shall designate SPM IB/CB as SPM-IB/CB and PRI Partnership.
- xxiv. Looking at the limited resources available with the Mission, the Mission shall follow "Resource Cluster Strategy" i.e. deployment of one CRP team per resource block instead of following "Resource Block Strategy" i.e. deployment of four CRPs team in each resource block.
- xxv. The Mission shall recruit two thematic professionals per district for supporting the Resource and Intensive blocks in Institution Building /Capacity Building and Financial Inclusion.
- xxvi. The Mission shall organize a workshop with potential partner NGOs, who are working in the State. Objective of the workshop should be to have an overview of the work of NGOs and seek suggestions for the changes in NRLM -NGO partnership framework, based on their field experience.
- xxvii. The Mission shall provide additional training and capacity building for Mission staff joining from Government Dept. on deputation
- xxviii. The Mission shall ensure that SMMU officials hold responsibility for at least one block and actively participate in the social mobilization and institution building process in the initial years.




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List of participants

I. Ministry of Rural Development (MoRD)

1. Shri S.M. Vijayanand, Additional Secretary, Ministry of Rural Development – Chairman
2. Shri T. Vijay Kumar, Joint Secretary (RL), Ministry of Rural Development

II. National Rural Livelihoods Promotion Society (NRLPS)

1. Shri G,Muralidhar, National Mission Management Unit, NRLM
2. Smt Poonam Pathak, National Mission Management Unit, NRLM
3. Shri Anjani Kumar Singh, National Mission Management Unit, NRLM
4. Mohd Irshad, National Mission Management Unit, NRLM

III. Government of Uttarakhand

1. Shri H.B.Thapaliyal, CEO, USRLM
2. ShriS.C. Sharma, Additional CEO, USRLM
3. Dr. P.C.Bebni, SPC, Skills, USRLM

Action taken on the minutes of the last E.C. meeting

1. State was suggested to finish its recruitments at the State level and intensive district and sub-district levels by March 2014, duly following pre-selection immersion .Advertisement was issued for recruitment.
2. The State was suggested 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. State level staff has undergone immersion ,District level DRDA staff is going for immersion in phased manner and block level staff and identified potential CRPs are also being immersed with RGMVP
3. The State was suggested to adopt Community Operational Manual for its various activities by March 2014 and circulate the same to the field units and the communities. USRLM is waiting for modal COM from NMMU so that it can customize it according to state's need.
4. The State was suggested to finalize and adopt Human Resource Management Manual, Financial Management Manual, etc., by March 2014. USRLM is waiting for Modal FM and HR Manual from NMMU so that it can be customized according to state's need
5. For integration of NRLM with IFAD supported project, a request has been sent to MoRD GoI, for conducting a meeting under the chairpersonship of JS along with representatives of USRLM and IFAD. To roll out intensive block strategy USRLM is working with IFAD funded Integrated Livelihood Support Project(ILSP) Internal CRPs who are undergoing training in RGMVP are selected from ILSP promoted SHGs
6. Given the increased importance of Placement linked Skilling under Aajeevika, the state was advised to 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
 State got permission for recruitment of COO skills from State Empowered committee
 USRLM has got approval from State EC to recruit COO skills

Approved Annual Action Plan and Budget

NRLM 2014-15 (Rs. Lakh)

#	Components	Allocati on for 2014-15	Approved Plan Amount (upto150% of allocation)	Amount Approved for Release		
				Central Share	State Share	Total
1.	NRLM – IB/CB, RF, CIF, Trg. Infra and Mktg, etc., including Administrative Costs*	581.33	871.99	436.00	145.33	581.33
2.	Interest Subvention	340.00	340.00	255.00	85.00	340.00
	Total	921.33	1211.99	691.00	230.33	921.33
3.	Administrative cost* (Additional Allocation)	133.33	133.33	100.00	33.33	133.33
4.	RSETIs	116.07	116.07	116.07	-	116.07
5.	Saras Fair**	20.00	20.00	20.00		20.00
	Grand Total	1190.73	1481.39	927.07	263.66	1190.73

* Administrative Costs is limited up to the total amount of (3) and 5% of (1) and (2) above

**If the Saras fair is organised in a metro, Mission can claim Rs 25 lakh instead of Rs 20 lakh

EXPECTED OUTCOMES FOR FY 2014-15

S. No.	Particulars	NRLP	NRLM		Total
			Intensive	Non-Intensive	
A.	SETTING UP IMPLEMENTATION ARCHITECTURE				
1	No. of thematic positions at SMMU		8	-	8
2	No. of thematic positions at DMMU		15	-	15
3	No. of thematic positions at BMMU		30	-	30
B.	OUTREACH AND COVERAGE UNDER INTENSIVE APPROACH				
4	No. of districts where intensive implementation has started		6	7	13
5	No. of blocks where implementation has started		15	80	95
5a	Resource Blocks		2	-	2
5b	Partnership Blocks		2	-	2
5c	Intensive Blocks		10	-	10
	Home grown Model		1		1
6	No. of villages entered		690	4400	5090
C.	SOCIAL MOBILIZATION/ INCLUSION/PROMOTION OF COMMUNITY INSTITUTIONS				
7	No. of new SHGs promoted		350	0	350
8	No. of old SHGs revived/ strengthened		300	400	700
9	Total No. of SHGs Promoted		650	400	1050
10	Household Mobilized into SHG Fold		4550	2800	7350
11	No. of village organization formed.		20	5	25
12	No. of Cluster Level Federations (CLF) formed		2	-	2
D.	COMMUNITY CADRES AND BUILDING SOCIAL CAPITAL				
13	No. of Bookkeepers placed		250	100	350

14	No. of Master Book keepers (MBK) trained and placed		0	0	0
15	No. of internal CRPs identified and trained		120	240	360
16	No. of Other Community Cadres (e.g. Community Mobilizers, Women Activities)		120	100	220
E.	FINANCIAL INCLUSION/MAINSTREAMING AND BUILDING ACCESS TO FINANCE				
17	No. of SHGs having opened Savings Bank account		600	400	
18	No. of SHGs provided RF		200	100	
19	Amount of RF disbursed (in Rs. lakh)		20.00	10.00	
20	No. of SHGs provided CIF		50	-	
21	Amount of CIF disbursed (in Rs. lakh)		25.00	-	
22	No. of village organization (VO) opened bank account		10	-	
23	No. of village organization (VO) received Vulnerability Reduction Fund (VRF)		-	-	
24	Amount of CIF received by Cluster Level Federations (CLF)		-	-	
25	No. of SHGs accessing bank credit		100	50	150
26	Amount of bank credit accessed (Rs. in Lakh)		300.00	150.00	450.00
27	No. of SHGs accessing interest subvention		100	50	150
28	Amount of Interest Subvention disbursed (Rs. in Lakh)		35.00	15.00	50.00
29	No. of Bank Branch managers immersed with Resource Organisation		30	80	110
F.	ECONOMIC INCLUSION AND LIVELIHOOD PROMOTION				
30	No. of Livelihoods Collectives promoted		100	50	150
31	No. of SHG Members linked to livelihoods initiatives (in intensive blocks)/layered activities		700	350	1050
32	No. of Youth trained and set up enterprise (Settled)				

33	No. of Youth trained and financed for setting up enterprise				
G.	SYSTEMS AND PROJECT MANAGEMENT				
34	No. of SHGs, whose profile entered in the MIS		650	400	1050
35	No. of procurement assignments completed		-	-	-
36	% Utilization of available fund			-	