

**Minutes of the 1st meeting of Programme Steering Committee OTELP held on 3<sup>rd</sup> February 2004 at 11.30 AM in the 2<sup>nd</sup> Floor Conference Hall**

List of Members present is at Annexure- I

The Chairman welcomed the Members to the 1<sup>st</sup> P.S.C meeting. At the outset, Chairman asked the Programme Director to brief the Members about the progress made in the programme implementation. The Programme Director explained about the Orissa Tribal Empowerment & Livelihood Programme. The programme is to be jointly funded by IFD-DFID-WFP in partnership with the Government of Orissa . It is a long-term development intervention in southern tribal belt of Orissa where poverty and deprivation are pervasive.

The programme is proposed to be implemented in 30 backward tribal Blocks in 7 Districts of the State namely, Kandhamal, Kalahandi, Gajapati, Rayagada, Koraput, Malkangiri and Nabarangpur. The list of such Blocks is in Annexure-II. Initially the proposed project is to be introduced in 10 Blocks. The list of such Blocks is at Annexure -III.

**Programme Goal-**

The programme goal is to empower the tribals and to enable them to enhance their food security, to increase their income and improve their overall quality of life.

**Programme Strategy:**

The programme goal is to be achieved through efficient watershed management, forest management and agriculture and horticulture development on watershed basis with active involvement and participation of Self-Help Group, User Groups and other stake holders. WFP food assistance would be available to enhance the capacity of food insecure households to participate in the developmental intervention. The programme would adopt a process oriented, flexible and demand driven approach.

**Phases of the Project-**

Inception Phase (12-18 months)	_____	Necessary refinements to the modality for implementing the programme.
Phase-I ( 1st to 3 <sup>rd</sup> year)	_____	Pilot phase for testing and evaluating the programme activity in Blocks
Phase-II(4 <sup>th</sup> to 7 <sup>th</sup> year)	_____	Upscaling phase extending to 30 blocks.
Phase-III (8 <sup>th</sup> to 10 <sup>th</sup> year )	_____	Consolidation phase

1248

2

Programme cost and financing.

The total cost of the programme over 10 years is estimated at U.S.D. 90.30 Million or Rs. 430.73 crore. The component wise composition is as follows:

Components	USD million	Rs. in crore (approx.)
Empowerment and capacity building.	8.9	42.45 (10%)
Livelihood Enhancement	66.2	315.77 (73%)
Support for policy initiatives	1.0	4.77 (1%)
Development initiatives Fund	4.7	22.42 (5%)
Programme Management	9.5	45.32 (11 %)
<b>Total:</b>	<b>90.30</b>	<b>430.73</b>

Progress made so far

The Chairman asked about the progress made in programme implementation for appraisal of the Committee. It was clarified that the following Committees have been constituted to make the programme effective:

- (i) Programme Steering Committee (PSC) has been constituted vide Govt. of Orissa Resolution No. 27629/SSD dated. 29.5.2003 under the Chairmanship of the Chief Secretary, Orissa.
- (ii) A State Level Programme Management Committee for OTELP has been constituted vide Govt. Resolution No. 27634/SSD dated. 29.5.2003.
- (iii) The State Level Programme Support Unit of OTELP has been established vide Govt. of Orissa Resolution No. 30017/SSD dated 18.6.2003. The P.S.U is headed by the Programme Director.
- (iv) Delegation of financial power to the Programme Director of OTELP has been given vide order No. 30506/SSD dated. 24.6.2003.
- (v) For ensuring coordination among different developmental agencies and monitoring implementation at the I.T.D.A. level, a District Level Programme Management Committee has been constituted vide Govt. of Orissa Order No. 30089/SSD dated. 19.6.2003 under the Chairmanship of the Collector.

Principal Secretary, Agriculture also apprised the Committee about various conditions imposed by the Government for programme effectiveness and relevant decisions taken in the 1st SLPMC held on 22.11.2003 which are as under.

- (a) A Selection Committee for recruitment of SMS of PSU has been formed, the TOR and qualification of PSU staff has been approved.
- (b) The Constitution of a Selection Committee for I.T.D.A. staff has been approved. The selection of I.T.D.A. staff is to be made on sanction of post by the Government.
- (c) The P.S.U. was allowed to engage minimum required support staff i.e. one Steno-cum-Data Entry Operator, 2 Office Attendants on contractual basis.
- (d) The TOR and selection criteria for Facilitating N.G.Os was approved and it was recommended to constitute a Selection Committee.

While observing the deliberation made by the Members, the Chairman wanted to know the process to start with implementation primarily about P.S.U staff and selection of N.G.O. The Chairman also advised to depute some staff from the Govt. to make the OTELP office (PSU) a functional one till the recruitment of staff for P.S.U is complete.

The P.S.C. made the following decisions after deliberation on the agenda notes placed before it:

- (i) It was decided that early action should be taken by the P.S.U to request the concerned I.T.D.A. to select Micro Watershed and villages in 10 programme Blocks of Phase-I. The P.D. should also undertake field tour to the programme districts to provide necessary guidance to the ITDAs in their village selection of Micro Watershed and villages where the programme will be implemented.
- (ii) The recruitment of professional staff (Subject Matter Specialist) for State Level Programme Support Unit should be completed by February, 29<sup>th</sup> 2004. The constitution of Committee for SMS selection for P.S.U as recommended in the 1st SLPMC consisting of Commissioner-cum-Secretary, ST & SC Development Department (Chairman), Director, ST & SC Development Department, Programme Director, OTELP (Convenor) and two Expert Invitees was approved by the P.S.C.

- (iii) Pending selection of SMS for PSU, the ST & SC Development Department would spare services of an officer and ministerial staff available for the PSU immediately for assisting the P.D. in programme implementation.
- (iv) For implementation of the project, 8 posts of Subject Matter Specialists for each I.T.D.A. needs to be created. These posts are as follows:

Programme Officer( Capacity Building )  
Finance-cum -Administrative Officer  
Programme Officer- M & E  
MIS Executive  
Watershed Development Officer  
Agriculture Officer  
Forestry Officer.  
Micro Finance Officer

Secretary, Women & Child Development Department observed that perhaps there is no need for two different posts i.e. one for Programme Officer, Monitoring & Evaluation and the other for MIS Executive. The Chairman observed that the proposal for the creation of the posts may be submitted immediately by the P.D., OTELP to the Department for obtaining necessary concurrence of Finance Deptt. However, the posts as and when necessary shall only be filled up.

- (v) The recommendation of Ist SLPMC regarding formation of a Screening-cum-Selection Committee for FNGO comprising of RDC (Southern Division), P.D. OTELP , Collector of the concerned district, Director, Watershed Mission, representative of CAPART and P & C Department was approved . The Chairman desired that the selection of FNGO should be completed by 31<sup>st</sup> March, 2004. The P.S.U and ST & SC Developmental Deptt. should initiate necessary action. The proposal made in the agenda note for open advertisement to call for expression of interest for empanelling of Resource NGO was approved. The Commissioner-cum-Secretary, W&CD Deptt. suggested that in addition to the newspaper advertisement , personal contact may be made with reputed voluntary organizations such as Sadguru Foundation, BAIF, Mayrada etc., The P.D. may also visit some of these organizations and apprise them about the new programme with a view to develop a partnership with these N.G.Os who can provide good guidance to the field NGOs of OTELP. A request letter

5 (126)

5

to such organization be sent by the P.D. for inviting their help in implementation of the programme. The Commissioner-cum-Secretary, W & CD, also suggested that OTELP may involve existing SHGs in the programme villages, if any, with the project implementation to expedite progress. Besides, a concurrent audit be made to avoid future complications in accounting. The Chairman accepted the suggestion of the Commissioner-cum-Secretary, W&C.D.

- (vi) The Development Commissioner observed that Govt. of India has expressed apprehension regarding the progress made in implementation of OTELP. This needs to be clarified by the Programme Authority by making a presentation of activities undertaken by the P.S.U. before concerned officials of Govt. of India. Principal Secretary, Agriculture expressed that during his tenure progress made so far in implementation of the programme had already been communicated to Govt. of India, Ministry of Tribal Affairs and also to the Planning Commission, for their kind information and necessary action. However, the Chairman directed that the P.D. and the Secretary, ST & SC Development Department should make a presentation on the steps taken to make the programme effective before Govt. of India at the earliest opportunity.

#### Annual Work Plan and Budget

The Annual Work Plan and Budget for an amount of Rs. 289.59 lakhs was placed before the Committee for discussion. Considering the short period of time left for utilization of the proposed funds, it was decided that P.D. OTELP may submit the revised Annual Work Plan and Budget limiting it to Rs. 50.00 lakhs only for the current year 2003-04. The Committee authorized the Administrative Department to accord approval of the same considering the immediate necessities of the PSU and the Project.

The Committee approved the proposal in the Work Plan for construction of OTELP Hall in the ITDA office in four participating ITDAs of Phase-1. It was decided that wherever necessary, the Hall can be constructed in the 1<sup>st</sup> floor of the existing building.

7254

6

### Programme Implementation Manual

A draft Programme Implementation Manual prepared by the PSU was placed in the meeting. The Principal Secretary, Agriculture offered the views that the Programme Implementation Manual (PIM) may be examined by independent consultant at nominal charge. He suggested the name of Mr. Ullas Das, retired Joint Secretary, Finance Department who has previous experience of drafting the financial rules of OSDMA. The proposal for engagement of Consultant for examining the draft PIM was approved in principle. It was decided that the consultant may also refer the similar manuals prepared in Watershed Mission, OSDMA etc. for sake of comparison. The P.D. was asked to take action to contact Sri Das for the purpose and send appropriate proposal to the Department.

### Logo of OTELP :

After discussion, the Logo of the OTELP at Design-2 (as circulated) was approved with slight modifications. The inner picture of the Design -1 is to be inserted in design-2, while maintaining the outline design of design-2.

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

Chief Secretary

ANNEXURE - I

**Present**

1. Sri P.K. Mohanty, I.A.S., Chief Secretary
2. Sri Srinibas Rath, I.A.S., Development Commissioner
3. Sri A.S. Sarangi, I.A.S., Principal Secretary, Agriculture Department
4. Sri S.B. Agnihotri, I.A.S., Commissioner-cum-Secretary, W & C. D. Department
5. Sri S.N. Tripathy, I.A.S., Commisioner-cum-Secretary, P.R. Department
6. Smt. Alka Panda, I.A.S., Commisioner-cum-Secretary, S.T. & S.C. Dev. Department
7. Sri N. Sunil Kumar, A.G.M., NABARD
8. Sri S.S. Pattanaik, O.F.S., Addl. Secretary, Finance Department
9. Sri Ajaya Kumar Mohapatra, I.F.S., Programme Director,  
Orissa Tribal Empowerment and Livelihood Programme (OTELP)

## ANNEXURE – II

District	I.T.D.A.	Block
1. Gajapati	Parlakhemundi	Rayagada, Nuagada, Mohana, R. Udaygiri, Gumna
2. Kalahandi	Th. Rampur	Th. Rampur, Lanjigarh
3. Koraput	Koraput	Narayanpatna, Bandhugaon, Laxmipur, Dasmanthpur, Pottangi, Semiliguda, Nanadapur
4. Kandhamal	Balliguda	Balliguda, Kotagarh, Daringibadi, Tumudibandha, Nuagaon
5. Rayagada	Gunupur	Kashipur, Gudari, Chandrapur, Bissam-Cuttack, Muniguda
6. Malkangiri	Malkangiri	Kudumuluguma, Mathili, Khairput
7. Nowrangpur	Nowrangpur	Kosagumuda, Jharigaon, Papadahandi

# ANNEXURE - III

Sl	District	I.T.D.A.	Block
1.	Gajapati	Parlakhemundi	Rayagada, Gumma, Nuagada,
2.	Kalahandi	Th. Rampur	Th. Rampur, Lanjigarh
3.	Koraput	Koraput	Narayanpatna, Laxmipur, Bandhugaon
4.	Kandhamal	Balliguda	Daringbadi, Tumudibandha