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**Minutes of the 7th meeting of the Programme Steering Committee of
OTELP held on 06.01.2009 at 11.30 A.M. in the 2nd Floor Conference
Hall of Orissa Secretariat, Bhubaneswar**

List of Members present is at Annexure – I

1. At the outset, the Programme Director, OTELP welcomed the Chief Secretary and all other members of the committee and with the permission of the Chair, initiated the discussion on the agenda items. The following issues were discussed and decisions taken there in.

2. Confirmation of Proceedings of 6th meeting of PSC:


The minutes of the 6th meeting of PSC held on 04.12.2007 has been circulated to all members vide ST & SC Development Department letter No.44208 dtd.10.12.2007. No suggestion or objection has been received from any quarter. The proceedings of the meeting dt.04.12.2007 were therefore confirmed.

The meeting of PSC is supposed to be held twice a year. The P.D, OTELP explained that after the last meeting of PSC held on 4th Dec, 2007, there was a review of the programme by the Chief Secretary on 30th July, 2008. Besides there were two Joint Review Missions fielded during May, 2008 and November, 2008. On completion of each JRM, the PSC members were invited to the wrap up meetings, where the issues pertaining to the implementation of the programme have been reviewed. The Chief Secretary suggested that the above wrap up meetings should also count towards the meeting of PSC as envisaged under the Programme Implementation Manual.

3. Selection of Facilitating NGOs for the districts of Rayagada, Nawarangpur & Malkangiri.

The programme has graduated to Phase II with effect from 27th March, 2007 subsequent to the Mid Term Review of Phase I. As recommended by the MTR, nine more blocks in the Phase I districts have been included in the programme during 2007 - 08 and 11 more blocks in three more districts namely Rayagada, Nawarangpur and Malkangiri are to be included during 2008 – 09.

Steps have been taken for selection of Facilitating NGOs to be associated with programme in the new districts. In pursuance to the advertisement published by the



Programme Director, OTELP inviting **expressions of interest**, 111 applications were received from different NGOs expressing **interest to function** as FNGOs under OTELP in the above three districts. The **internal committee** consisting of officers of Programme Support Unit namely the **Revenue & Administrative Officer** (Chairperson), **Programme Officer (C.B.)** and **Programme Officer (L&NRM)** scrutinized the applications and short listed **70 applications** basing on the qualifying criteria fixed under OTELP. The **internal committee** then **prioritised the same** on the basis of five parameters with scores on a **rating scale**. The **district wise priority list** of FNGOs was placed before the **Screening cum Selection Committee constituted by the Govt.** for the purpose under the chairmanship of the **RDC (Southern Circle)**. The committee took up detailed scrutiny of the district wise priority list and **endorsed** the qualifying criteria as fixed for screening. The respective proposals were also gone through for an objective analysis. The District Collectors supplemented the analysis with their field knowledge about the performance of the short listed NGOs in their respective district and offered their specific views. Accordingly ~~the committee~~ recommended one NGO per block to be associated in implementation of OTELP as FNGOs in the districts of Rayagada, Nawarangpur and Malkangiri.

All the members of the PSC had a detail discussion on the recommendation of the Screening cum Selection Committee and the following decisions were taken:

- a. The NGOs namely Institute of Rural Development & Management Studies (IRDMS) and Bharat Integrated Social Welfare Agency (BISWA) have applied to function as FNGOs in Gudari block of Rayagada district and Papadahandi block of Nawarangpur district. As per the objective assessment made by the Internal Scrutiny committee and endorsed by the Screening cum Selection Committee, IRDMS secures the highest score in case of both the blocks and has been recommended for Gudari block. BISWA has been recommended for Papadahandi block. Keeping in view the active presence of IRDMS in Papadahandi block, the PSC approved the name of IRDMS for Papadahandi block of Nawarangpur district and that of BISWA for Gudari block of Rayagada district.
- b. The other recommendations of the Screening cum Selection Committee were approved. The approved list of FNGOs for different blocks/districts is as follows:



District	Block	Name of selected NGO
Rayagada	Bissamcuttack	Adivasi Krushi Swastya Sikhya Unnayana Sammittee (AKSSUS)
	Chandrapur	Universal Service Organisation (USO)
	Kashipur	Shakti Organisation
	Muniguda	Friends Association for Rural Reconstruction (FARR)
	Gudari	Bharat Integrated Social Welfare Agency (BISWA)
Nabarangpur	Kosagumda	Regional Centre for Development Cooperation (RCDC).
	Papdahandi	Institute of Rural Development & Management Studies. (IRDMS)
	Jharigaon	Institute for Youth & Social Action in Rural Area (IYSARA)
Malkangiri	Mathili	Organisation for Development Coordination (ODC)
	Kudmulguma	PARIBARTAN
	Khairput	HARMONY

4. Strengthening ITDAs of Phase II districts.

The implementation of the programme in the districts of Rayagada, Malkangiri and Nawarangpur will be done through the ITDA, Gunupur, ITDA, Malkangiri and ITDA, Nawarangpur respectively. The concerned ITDAs will have to be strengthened with eight Subject Matter Specialists namely Programme Officer (Planning, Monitoring & Evaluation), Watershed Development Officer, Agriculture Officer, Forestry Officers, Programme Officer (Capacity Building), Micro Finance Officer, Finance Officer and MIS Executive. As was decided by the PSC in its 6th meeting, the post of P.O. (PME) will be held by an officer in the rank of O.A.S (Jr-I) and all other posts will be filled up by recruitment of professionals from open market on contract.

- a. One officer in the rank of O.A.S. (Jr-I) has been posted to ITDA, Malkangiri, who is yet to join. Govt in the Revenue Department has been requested to post two more officers in the rank of O.A.S (Jr - I) having experience as B.D.Os to function as P.O. (PME) in the ITDA, Nawarangpur and ITDA, Gunupur. The Joint Secy, Rev & Disaster Mgt Deptt assured that expeditious action will be taken to post the required officers. The issue was discussed at length and it was decided that in case of non-availability of such officers, applications from retired O.A.S. Officers and Management Graduates with specialization on HRD may also be invited through open advertisement for the posts of P.O.(PME).

- b. The P.D. informed the house that the recruitment is completed against four SMS posts namely Watershed Development Officer, Agriculture Officer, Programme Officer (Capacity Building) and Micro Finance Officer, which has been duly approved by the Secretary, STSCDD. The interview for the posts of Forestry Officer, and MIS Executive will be conducted shortly. As regards the post of Finance Officer, no application has been received with the qualification of CA even after two advertisements. It was decided to go for Walk in Interview inviting candidates with qualification of CA (Final/Inter) / Cost Accountancy / M.Com / M.B.A. (Finance) and 3-5 years of experience.
- c. The Director, Mission Shakti and the Director (Special Project), PR Deptt raised the issue of disparity in regards to the remuneration of the contractual Subject Matter Specialists of different externally aided projects, which results in high rate of turn over of these professionals and adversely affects the smooth continuity of the project activities. It was decided that the Development Commissioner cum Addl. Chief Secretary to Govt of Orissa, will examine the matter by inviting the remuneration structure of different projects and will try to standardize the same in consultation with the different deptt officials and project authorities.
- d. The P.D. OTELP informed that all the blocks of Rayagada district to be included under the programme fall within the administrative jurisdiction of ITDA, Gunupur except Kashipur, which is under the jurisdiction of ITDA, Rayagada. It was decided that the PA, ITDA, Gunupur will control and supervise the programme implementation in Kashipur block through the SMS posted in ITDA, Gunupur and will have constant coordination and liaison with the PA, ITDA, Rayagada for smooth operation of OTELP in Kashipur.

5. Recommendations of the Joint Review Mission conducted from 20th to 29th November, 08

The P.D. OTELP presented the major recommendations of JRM conducted from 20th to 29th November, 08 and the following decisions were taken:

- a. Stability of Programme Managers -- as already covered under para 4.


- b. Targeting – The selection of new villages in Phase II districts to be made co-terminus with the entire Panchayats as far as possible in order to forge and demonstrate greater opportunities for more effective convergence at Panchayat level. The P.D. is to take necessary follow up.
- c. Allocation of Land Titles – Special survey operation in programme villages to be expedited and the pace of progress of allotment of forest land under Forests Rights Act (FRA) to be enhanced. The tendering process for procurement of Electronic Total Station (ETS) and Digitized Geographic Positioning System (DGPS) for special survey operation is completed and has been referred to IFAD for concurrence as per the Programme Loan Agreement. On receipt of the same the equipments will be procured and the survey units will have to be placed with the ITDAs of Phase I districts to commence the survey operation. The Director, Land Records & Survey will coordinate the survey operation, while OTELP will ensure necessary logistics. The P.D. will take necessary follow up action with the approval of the Principal Secy, STSCDD and chairperson, OTELP.
- d. Convergence – An order/guidelines shall be issued at the level of Chief Secretary to facilitate convergence of government programmes with OTELP in the programme area. Higher involvement of Forest Department is also required. The P.D. is to place the draft order through Principal Secy, STSCDD.
- e. Periodicity of JRM – Only one JRM a year with longer duration will be conducted.
- f. Extension of DFID Funding and use of IFAD Loan Proceeds – Request letters will be sent from the office of the Chief secretary, Orissa to the Secy, DEA, GoI and the Country Head, DFID for an early decision in the matter.
- g. Operational issues – Regular maintenance/updation of M&E software and periodic training of staff. Gender mainstreaming, Commissioning studies of project management experience of various CBOs vis a vis implementation of govt. schemes for developing a convergence strategy, developing strategy to

institutionalise collective marketing initiatives, commissioning strategy paper on exit strategy. The P.D. OTELP is to get these done through the Procurement Support Team established under the DFID TA facility.

6. Any Other Matter:

The Chief Secretary informed about the provision of telecasting the Development News through a 20 minute programme daily in Doordarshan. ORSAC is the nodal agency to develop the films on different themes and coordinate with all the departments. Effort should be made to liaise with ORSAC for wide spread publicity of success stories under different programmes and projects.

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



Annexure I**LIST OF MEMBERS PRESENT**

Sl. No.	Name & Designation	
1.	Sri Ajit Kumar Tripathy, IAS Chief Secretary	Chairman
2.	Sri T.K.Mishra, IAS Development Commissioner and Addl. Chief Secretary	Member
3.	Smt. Rajalakshmi, IAS Chief Administrator, KBK	Member
4.	Sri U.P.Singh, IAS Commissioner-cum-Secretary to Govt Agriculture Department	Member
5.	Ms. Usha Padhee, IAS Director, Mission Shakti	Member
6.	Sri Saswat Mishra, IAS Director (Special Project), Panchayat Raj Department	Member
7.	Sri Biswajit Mishra, IAS Addl. Secretary to Govt. ST & SC Development Department	Member
8.	Sri Kalika Prasad Dash, Joint Secy to GoO Rev & Disaster Mgt Department	Member
9.	Dr. N. Panigrahi, NKC Center for Development	Member
10.	Sri Deepak Mohanty, IFS Programme Director, OTELP	Member
11.	Dr. Gopabandhu Dash, Revenue & Admn Officer, PSU, OTELP	Member
