

Minutes of the Fortnightly Review Meeting of the Tripura JICA Project held on 13th July 2010 under the chairmanship of the Chief Executive Officer & Project Director, Tripura JICA Project

The fortnightly review meeting of the Tripura JICA Project was held under the chairmanship of the CEO & PD in his office chamber on 13th July 2010 at 11 A.M. The names of the participants present are appended.

The issues considered urgent and pertinent were discussed in the meeting and the following decisions were taken.

1. Visit of JICA Mission

- 1.1 JICA Mission has sent their revised tour programme and according to that they will be visiting Tripura state from 16th to 20th August 2010. In this connection the responsibility of different works needs to be allotted to Addl. Directors on the basis of the list of activities prepared by the GCs.
- Action by Director (A&F) / (P&I)
- 1.2 A letter under the signature of CEO & PD should go to all the CPOs indicating the actions to be taken for the ensuing visit of JICA Mission.
- Action by Director (A&F)
- 1.3 CPOs are requested to hold meeting with all the Project Managers and Member-Seretarys and discuss on the preparatory activities.
- Action by CPOs
- 1.4 Printing of all journals, guidelines, updating of website etc to be done immediately. Various publications by NTFP Centre of Excellence may be decided and done by Director NCE.
- Action by Asstt. Editor/AD (EAM)/Dir (NCE)
- 1.5 Power Point Presentation to be prepared by PMU.
- Action by Director (M&E)
- 1.6 Some maps of JFMCs to be prepared for display at NCE, Hatipara during the visit of the JICA Mission Mr. Salabh Bhardwaj, GIS Specialist of PMC may take up preparation of some maps so that these can be displayed during the visit of JICA Mission.
- Action by Mr. S. Bhardwaj, GIS Specialist
- 1.7 The works relating to making of photo gallery may be looked after by Director (P&I).
- Action by Director (P&I)
- 1.8 Regarding Bio-Diversity issues the Member-Secretary of TBB may be consulted.
- Action by Director (A&F)

1.9 The latest position on SHGs may be collected immediately within this month by the Technical Officer, ARDD / Fishery and Addl. Director (IT & DRDA). The entire team will be under the supervision of Director (M&E).

- Action by TO/AD (IT & DRDA)/Dir (M&E)

1.10 Appointment with the Hon'ble Chief Minister, Tripura, Hon'ble Forest Minister, Tripura and Chief Secretary, Government of Tripura to be finalized by the CEO & PD.

- Action by CEO & PD

1.11 Director (A&F) shall discuss with all concerned and distribute the responsibilities:

- Action by Director (A&F)

1.12 Reimbursement claim to be sent to JICA immediately.

- Action by Director (A&F)

1.13 One chair + one table + one rack for all VTC (Vocational Training Centre) to be procured by CPOs.

- Action by CPOs

2. Honorarium to the drivers

The matter relating to awarding of honorarium to the drivers of Forest Department, who are working in this project beyond normal office hours has been discussed. It is decided that OT may be allowed to them as per existing rules of the government prevailing in the state.

3. Training of JFMC members

The information sent by Dr. D. K. Sharma, DIGF on training of JFMC members, frontline staff etc may be examined by Director (P&I)

Action by Director (P&I)

4. The Addl. Directors should visit at least two JFMCs fortnightly to get fully acquainted with the various activities of JFMC and to see that the works are done properly and to submit report.

- Action by Addl. Directors

5. The report submitted by the CEO & PD to the Govt. of Tripura on his attending the review meeting with the MoEF, Government of India on 22nd June 2010 and the observation of the Chief Secretary, Tripura there on were discussed. As suggested by the Chief Secretary more attention should be given to:

- i) Convergence with CSS like ICDS, NRHM, ONGC Tripura project etc;
- ii) Fulfilling of target of new JFMC formation;

- iii) Achievement of target of plantation;
- iv) Capacity Building of project personnel by imparting local training as well as exposure visit to the JICA Assisted Forestry Project in India;
- v) Raising of seedlings like bamboo, medicinal plants including short rotation economically important forestry spices and
- vi) Conversion of monoculture plantation to mixed crop.

The meeting was concluded thanking everybody present.

Sd-

[S. Talukdar]

Chief Executive Officer & Project Director
Tripura JICA Project