## Office of the Project Director Community-based Forest Management and Livelihoods Improvement in Meghalaya

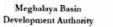
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Meghalaya Livelihood Improvement through Forest Enhancement







Japan International Cooperation Agency

## Minutes of the online Review Meeting of BPMUs on Project for Community Based Forest Management and Livelihoods Improvement in Meghalaya

Date: 20.12.2022 Time: 10:30 am

Agenda	Decision
1. Community Nursery	<ol> <li>DPMs to transfer community nursery fund to the VPIC account of the willing villages.</li> </ol>
	Detailed guideline on starting community nursery activity will be circulated from SPMU
	Action by: DPMs and BPM
2. Community Hall Construction	The Activity shall be started from Jan 2023
	<ol><li>Guideline on process of implementation will be circulated from SPMU shortly.</li></ol>
	3. Briefing Meeting on process will be conducted by SPMII
	4. Orientation meeting of VPIC members shall be organized by
	DPMs on process of community hall construction before
	starting the activity in villages.  5. Model estimate on Construction of Community Hall will be
	circulated from SPMU
	DPMs to transfer fund for construction of community hall to the     VPIC account according to the community hall to the
	VPIC account according to the model estimate.
3 PLUD & Microsland	Action by: SPMU, DPMs, BPMs
3. PLUP & Microplanning at Batch-1 Villages	1. Data Entry Operators will be engaged by DPMe on doily
	of those villages where VCFs are not skilled enough to enter desc
	danig app.
	of wages to Data Entry (merators (a) 402 / (c) 11 1
	as per willimitum water potitiontian of C
	Meghalaya dt.1st Nov 2022 on daily wage rate basis shall be made.
	3. HR Team, MBDA will issue model engagement letter for Data
	operators.
	4. For 2nd Jan, 2023 onwards all PLUP & Microplanning data
	be effected through ivits app only.
Plantation for next year (2023-24)	By 31st March 2023 following activities shall be completed
	1. Identification of land for 2023 plantation
	2. Pre-survey with GPS followed by drone survey
	5. Selection of Plantation Models
	Signing of agreements with owners/community
	Action by: SPMU, GIS Team, DPMU, BPMs

Agenda	Decision
5. Finance Related	<ol> <li>Finance related issues of South Garo Hills and R-Bhoi District will be discussed in a separate meeting with DPM &amp; all BPMs of the district.</li> <li>PA, Finance SPMU will visit the Garo Hills DPMUs for internal auditing with a view to rectify wrong bookings etc.</li> <li>Before releasing payments DPMs to verify and approve all bills related to TA/DA and booking of POL for all MegLIFE vehicles.</li> </ol>
	Action by: SPMU, DPMs, BPMs

Sd/-

(Gunanka DB, IFS) Addl. Project Director MegLIFE, MBDA, Shillong

No. MBDA/JICA/2021/1090 / \$63

Dated: Shillong, the 20 Dec, 2022

To:

1. All Concerned

Copy to:

1. Project Director, MegLIFE, MBDA, Main Secretariate Building, Shillong

Addl. Project Director MegLIFE, MBDA, Shillong