

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

Shalom Building, 2nd Floor,  
Lower Lachumiere, Shillong—793001

+91 364-3510190 www.mbda.gov.in

meglife.mbda@gmail.com/jica.mbda@gmail.com



Meghalaya Livelihood Improvement  
through Forest Enhancement



Meghalaya Basin  
Development Authority



Japan International  
Cooperation Agency

Minutes of the Online Meeting on organizing village-level workshops on “Formation of IVCS”  
under MegLIFE Project

Date: 02.12.2023 Time: 11:00 am

**Background & Context-**

MegLIFE Project adopted IVCS approach for implementation of Micro Credit Activity sub component. In view of this it is decided form Integrated Village Cooperative Society (IVCS) clustering 4-6 villages located within a distance of maximum 5-6 km from the centre village to be selected as IVCS office.

In case of non-availability of such villages 3 villages or 2 villages can also be clustered to form IVCS if total number of households of the cluster villages is coming to more than 150.

In this regard an online meeting was held on 2<sup>nd</sup> Dec, 2023 at 11:00 am involving representative from M-LAMP SPMU, FOCUS SPMU team, all DPMs, BPMs of MegLIFE Project and NGO staff of FOCUS.

Shri Larikuper Lyngdoh, M-LAMP SPMU gave presentation on IVCS concept and process of registration. After detail discussion on villages shortlisted for clustering under IVCS in MegLIFE following decisions were taken in this meeting-

**Decision**

**Finalizing Village clusters for formation of IVCS**

1. Village cluster list as identified will be shared with DPMs.
2. DPMs will conduct a district level meeting on 4<sup>th</sup> Dec,2023 involving district team from M-LAMP and FOCUS and update the final list of IVCS cluster by 4<sup>th</sup> Dec,2023 itself.

**Village level workshop on “Formation of IVCS”**

1. SPMU will share spread sheet of selected resource persons from M-LAMP and FOCUS with DPMs
2. DPMs along with district FOCUS and M-LAMP team will finalize the names of resource persons from FOCUS and M-LAMP in the meeting to be conducted on 4<sup>th</sup> Dec,2023 and share final list with SPMU
3. SPMU will issue notification for conducting village level workshops on “Formation of IVCS” along with model budget and module.
4. Tentative deadline for starting the workshop is 11<sup>th</sup> Dec,2023.
5. 2-3 workshops will be conducted simultaneously in a day to complete workshops by 15<sup>th</sup> Jan,2024.
6. Application for IVCS formation shall also be collected during the workshops so that these could be further processed for registration by Cooperation Dept.
7. Representative from cooperation department (Assistant Registrar, Sub Registrar or Senior Cooperative Officer shall be invited in the workshops to ease the registration process.

**Identification of Vibrant Producer Groups to be selected as SHG for IGA support under MegLIFE**

1. Assistant Managers and Program Associates of BPMUs shall be assign the task of identification of good producer groups with active business for shortlisting as viable for formation of SHGs under MegLIFE.
2. Assistant Managers and Program Associates of BPMUs shall conduct mobilization meetings with the PGs on formation of SHGs and take the consent of willing PGs to form SHGs.
3. Details guidelines for identification and mobilization of PGs will be shared from SPMU.

*B. B. Bhatia*  
2/12/23

Technical Specialist, Project Management  
MegLIFE, MBDA, Shillong

No. MBDA/JICA/2022/1087/1398

Dated: Shillong, the 9<sup>nd</sup> Dec, 2023

To:

- 1. All Concerned-for necessary action

Copy to:

- 1. The Project Director, MegLIFE, MBDA, Main Secretariate Building, Shillong
- 2. The Additional Project Director, MegLIFE, MBDA, Shillong

-for favour of kind information

*Bsatok*

Technical Specialist, Project Management  
MegLIFE, MBDA, Shillong

Decision	Remarks
1. Village clusters for formation of VCS	
2. VCS will conduct a cluster level meeting to discuss the formation of VCS	
3. VCS will conduct a cluster level meeting to discuss the formation of VCS	
4. VCS will conduct a cluster level meeting to discuss the formation of VCS	
5. VCS will conduct a cluster level meeting to discuss the formation of VCS	
6. VCS will conduct a cluster level meeting to discuss the formation of VCS	
7. VCS will conduct a cluster level meeting to discuss the formation of VCS	
8. VCS will conduct a cluster level meeting to discuss the formation of VCS	
9. VCS will conduct a cluster level meeting to discuss the formation of VCS	
10. VCS will conduct a cluster level meeting to discuss the formation of VCS	
11. VCS will conduct a cluster level meeting to discuss the formation of VCS	
12. VCS will conduct a cluster level meeting to discuss the formation of VCS	
13. VCS will conduct a cluster level meeting to discuss the formation of VCS	
14. VCS will conduct a cluster level meeting to discuss the formation of VCS	
15. VCS will conduct a cluster level meeting to discuss the formation of VCS	
16. VCS will conduct a cluster level meeting to discuss the formation of VCS	
17. VCS will conduct a cluster level meeting to discuss the formation of VCS	
18. VCS will conduct a cluster level meeting to discuss the formation of VCS	
19. VCS will conduct a cluster level meeting to discuss the formation of VCS	
20. VCS will conduct a cluster level meeting to discuss the formation of VCS	

*Bsatok*  
2023-12-09  
Technical Specialist, Project Management  
MegLIFE, MBDA, Shillong