

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

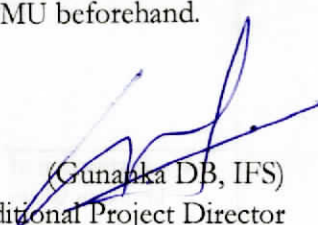
No. MBDA/JICA/2021/1090/960

Dated: Shillong, the^{14th} March 2023

MEETING NOTICE

Review Meeting on MegLIFE activities undertaken by BPMUs will be held w.e.f 17th to 18th March, 2023 from 10:30 AM onwards at Conference Hall, SPMU, MegLIFE, Shillong.

2. For attending the meeting, all BPMs are asked to prepare Village wise status of activities as per agenda enclosed (**Annexure-1**) so that detail review could be done for smooth implementation of MegLIFE activities. All BPMs are also requested to upload images of site selected for plantation, community hall, drinking water tank and spring tapped chamber and minutes of EC/GB meeting as recorded in the recent meeting on plantation etc. at VPIC. *You are also requested to bring image of minutes Register, community contribution Register and Membership Register.*
3. Consultant, MegLIFE (posted at Tura), all BPMs are asked to attend the meeting without fail. Any issues related to not attending the meeting should be intimated to SPMU beforehand.


(Gunanka DB, IFS)
Additional Project Director
MegLIFE, MBDA Shillong

To:

SPMU, MegLIFE:

1. Consultant, Project Management
2. Technical Specialist, PM/GIS/Consultant, F&A/Manager, NRM/KM/GIS/Data/PA, Finance

DPMU, MegLIFE:

1. Consultant, MegLIFE (Posted at Tura)/HQ BPMs/PA, Finance,

BPMU, MegLIFE:

1. All BPMs

PMC, MegLIFE:

1. Team Leader

Copy to:

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


Additional Project Director
MegLIFE, MBDA Shillong

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

Date: 17- 18 March, 2023

Venue: Conference Hall, SPMU, MegLIFE

Time: 10:30 AM onwards

Agenda	Status
1. Plantation	Status of <ul style="list-style-type: none"> • demarcation of land • Preparation of Map • Meeting with VPIC • Benefit Sharing Agreement • Advance work from plantation • Payment to workers (VPIC members) • Maintaining records • Environmental & Social Screening • Any Issues
2. Microplanning	Status of <ul style="list-style-type: none"> • Household Survey • Completion of Microplanning at Villages • Entering data in SANGRAH APP • Action taken on SPMU's observation • Any other
3. Community Nursery	Status of <ul style="list-style-type: none"> • Land Agreement and Environmental & Social Screening for Construction area • Site preparation • Procurement of materials • Payment to workers (VPIC members) • Maintaining records
4. Construction of Drinking Water Tank & Spring Tapped Chamber	<ul style="list-style-type: none"> • Identification of Site • Meeting with VPIC • Environmental & Social Screening • Agreement • Issues related to observation of PMC expert • Any Issues
5. Construction of Community Hall	<ul style="list-style-type: none"> • Identification of Site • Meeting with VPIC • Environmental & Social Screening • Agreement • Shortlisting of Vendors • Formation of LPC • Any Issues
6. Record Maintenance	Status of <ul style="list-style-type: none"> • Maintenance of various registers as per the formats circulated from SPMU
7. Coordination with VCFs	Status of <ul style="list-style-type: none"> • Submission of worklog • Ability to do survey and demarcation • Ability to enter IHH survey data using Tablets • Any issues
8. Allowance Related	<ul style="list-style-type: none"> • DA for Night Halt at Villages • POL Advances • Any Other