

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

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Meghalaya Livelihood Improvement
through Forest Enhancement

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Meghalaya Basin
Development Authority




Japan International
Cooperation Agency

www.mbda.gov.in

Minutes of the MegLIFE Review Meeting held on 26th February 2024

| Agenda | Decision | Actions to be taken by/ Nodal Person | Timeline |
|-------------------------------|---|--|--------------------------|
| 1. Record Maintenance at VPIC | All record registers shall be updated with appropriate signatures, which shall be verified by the DPMs. | BPMs & DPMs | 8 th March 24 |
| 2. Microplanning | DPMs shall finalize and issue approval for all 175 Batch-I Microplans | DPMs | 8 th March,24 |
| 3. Procurement | <ol style="list-style-type: none"> For Community Procurement proper documentation as suggested by the Procurement Team, SPMU shall be done. Limits for direct purchase and RFQ shall be followed as per the guidelines circulated from SPMU. DPMs to ensure monthly review of community procurement activity. | DPMs & BPMs | Monthly |
| 4. Community Nursery | <ol style="list-style-type: none"> Village-wise nursery stock to be updated in F3 APPVERSE Plantation form fortnightly to avoid any wrong assessment of plantation stock. Nurseries to be rated as Good and Bad Category. Special care to be taken to revive the bad nurseries. No vacant polybags shall be there in nurseries. DPMs to ensure review of this on a weekly basis. | <ol style="list-style-type: none"> AGM, Project Management, SPMU DPMs/BPMs | Monthly |
| 5. Plantation | <ol style="list-style-type: none"> For selection of Plantation areas BPMs to consult village land use maps and ownership maps generated during microplanning exercise. The list of villages to be withdrawn from Project to be finalized after the proper assessment of the available area for plantation at the village. | 1. DPMs & BPMs | 8 th March,24 |

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|--------------------|---|--------------------------------------|-----------------------------|
| 6. VCF Salary | Pending Wages, Payments to be released by DPMs once received VCF wise report for release of salary from BPMs through MIS. | DPM & PA, Finance | 8 th March, 2024 |
| 7. Exposure Visits | DPM, South Garo Hills shall submit a report to SPMU on the recent exposure visit to West Bengal. | DPM, SGH | 5 th March, 2024 |


 (Gunanka Deb, IAS)
 Joint Secretary to the Govt of Meghalaya
 Executive Director, MBDA
 Additional Project Director
 MegLIFE, MBDA, Shillong

No. MBDA/JICA/275/2022/1561

Dated: Shillong, the 5th March 2024

To:

1. All Concerned- for necessary action

Copy to:

1. The Project Director, MegLIFE, MBDA, Main Secretariate Building, Shillong- for favour of kind information.

Bratah

Technical Specialist, Project Management
 MegLIFE, MBDA, Shillong