

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



Meghalaya Basin
Development Authority



Japan International
Cooperation Agency

No. MBDA/JICA/275/2022/ 934

Dated: Shillong, the 2nd March, 2023

NOTIFICATION

It is decided by SPMU, MegLIFE to hold online meetings to review all activities going on at the Project Villages and BPMUs. The review meetings would be conducted by Shri G.S. Raju, Consultant, Project Management, SPMU, MegLIFE.

2. Three BPMUs would be reviewed per day through Video conferencing from 10:00 to 11:00 AM as per the schedule given is given below. The indicative agenda for review is also given at Annexure-I.

3. All BPMs are requested to attend the online meeting with adequate preparation (information, documents etc.) along with NGO staff, Accountants of DPMU and PA, GIS, DPMU at one place turning on video mode.

Online Meeting Schedule

Date	BPMU	Time
6/03/23	Bagmara/Betasingh/ /Dalu	10:00-11:00 AM
7/03/23	Dambo Ronjeng/Gambegre/Gasuapara	Do
9/03/23	Kharkutta/ Mawryngkneng/ Mawkynrew/ Mairang	Do
10/03/23	Mawkyrwat/ Resubelpara /Rongara	Do
13/03/23	Rongram/Saipung/ Samanda	Do
14/03/23	Sonsak/ Tikrikilla /Thadlaskein	Do
15/03/23	Umling/Umsning/Zikzak	Do

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

To:

1. Consultant, Project Management, SPMU, MegLIFE
2. TS, PM/TS, GIS/Con. F&A/Manager/NRM/Manager, GIS Manager, KM/Data Manager, MIS/PA, Finance, SPMU, MegLIFE
3. All BPMs/Accountants/PA, GIS, MegLIFE & NGO Staff

Copy To:

-for necessary action

1. The Project Director, MegLIFE, MBDA, Main Secretariate Building, Shillong
2. Team Leader, PMC, MegLIFE Project
3. All DPMs, MegLIFE Project

Additional Project Director
MegLIFE, MBDA Shillong

Agenda for online meeting

BPMU / BPM				
No. of Villages				
Microplanning Status <ul style="list-style-type: none"> • Village 1 • Village 2 • Village 3 • Village 4 • Village 5 • Village 6 • Village 7 				
VPIC Management 1. Meetings conducted with GB 2. Meetings conducted with EC 3. Records Maintenance				

BPMU				
BPM				
Selection of Sites for Plantation				
• Name of Village				
• Area in Ha				
• No. of Plots				
• Ownership of land				
• Condition of Area				
• Advance Work status				
Site for Community Hall				
• Name of Village				
• Area in Ha				
• Ownership of Land				
• Availability of Electricity & Water source				
Community Nursery				
• Name of Village				
• Area in Ha				
• Ownership of land				
• Condition of Area				
• Availability of Water source				

BPMU BPM				
<ul style="list-style-type: none"> Status of Work 				
Spring Tapped Chamber				
<ul style="list-style-type: none"> Name of Village 				
<ul style="list-style-type: none"> Ownership of land 				
<ul style="list-style-type: none"> Source of Water 				
<ul style="list-style-type: none"> No. of HHs to be benefitted 				
<ul style="list-style-type: none"> Status of work 				
RCC Drinking Water Tank				
<ul style="list-style-type: none"> Name of Village 				
<ul style="list-style-type: none"> Ownership of land 				
<ul style="list-style-type: none"> Source of Water 				
<ul style="list-style-type: none"> No. of HHs to be benefitted 				
<ul style="list-style-type: none"> Status of work 				
Two Layer Plastic Tanks				
<ul style="list-style-type: none"> Name of Village 				
<ul style="list-style-type: none"> Ownership of land 				
<ul style="list-style-type: none"> Source of Water 				

BPMU / BPM				
<ul style="list-style-type: none"> • No. of HHs to be benefitted • Status of work 				
Misc. <ul style="list-style-type: none"> • Coordination with VCFs • Coordination with NGO Staff • Finance Related (TA/DA/POL/Fund to VPICs etc.) 				
Any Other				