

MINUTES OF THE FOURTH EXECUTIVE COMMITTEE MEETING OF ASSAM STATE RURAL LIVELIHOODS MISSION SOCIETY (ASRLMS) HELD ON 22nd SEPTEMBER, 2015 IN THE CONFERENCE HALL OF CHIEF SECRETARY, ASSAM SECRETARIAT, GOVT OF ASSAM

The 4th Executive Committee meeting of Assam State Rural Livelihoods Mission Society (ASRLMS) was held on 22nd September, 2015 at 1.00 PM under the Chairpersonship of **Sri V. K. Pipersenia**, IAS, Chief Secretary, Govt. of Assam & Chairman, Executive Committee ASRLMS in the conference hall of Chief Secretary at Assam Secretariat. The list of participants who attended the meeting is placed at **Annexure-I**.

The meeting started with the welcome address by the State Mission Director (SMD), ASRLMS and thereafter, the agenda wise topics were taken up for discussion by the Executive Committee, which are as under:

Agenda No. 1: Confirmation of Minutes of the 3rd Executive Committee Meeting dated 1st September 2014:

The Executive Committee confirmed the minutes of the last Executive Committee meeting held on 1st September 2014 as read.


Agenda No. 2: Action Taken Report on decision taken in last Executive Committee meeting held on 1st September 2014:

- I. SMD, ASRLMS presented the Action Taken Report on the decisions taken in the last Executive Committee meeting held on 1st September 2014. The Executive Committee noted the Action Taken Report on the decisions taken in the 3rd Executive Committee.
- II. The Chairman, Executive Committee reviewed the progress of *Mahila Kishan Sashaktikaran Pariyojna* (MKSP), and asked the reasons for slow progress of the project. SMD, ASRLMS informed the house that, due to lack of manpower at SMMU, ASRLMS, the progress could not be monitored regularly. SMD, ASRLMS informed that other targets have been reasonably achieved and that once the concerned manpower is positioned, it will help in achieving the targets under MKSP.

The Executive Committee noted the Action Taken on the directions given in the 3rd Executive Committee.

Agenda No.3: Special Project under Livelihood sector (Nutrition Shop - Bagan Bazar):

SMD, ASRLMS briefed the house about the concept of Nutrition Shop (*Bagan Bazar*), a Special Project for the tea garden communities of Assam. He also mentioned that as per direction given by the Government, the Nutrition Shops have been constructed/ renovated to cater to the nutrition needs of the women and children of the communities staying in & nearby the tea gardens. He further mentioned that, the 25 nutritional shops in 25 tea gardens are expected to start functioning from 2nd October, 2015. SMD, ASRLMS highlighted the progress of these locations till date. SMD,



ASRLMS thanked the Tea Tribes Welfare Department and Assam Gramin Vikash Bank for the financial support and provision of credit to SHGs respectively.

After hearing the progress of Bagan Bazar, Chairman, Executive Committee emphasized on the following:

- I. The Bagan Bazars should be run on a viable business model and the concerned authorities should play a proactive role to ensure that the Bagan Bazars are run on sound business principles.
- II. The Chairman expressed satisfaction about the progress of Bagan Bazar related works and partnership with AGVB. He urged upon ASRLMS to maintain regular supervision on the functioning of the Bagan Bazars and also to ensure that the bank credit is repaid on time.
- III. He also directed SMD, ASRLMS to initiate the process for securing IPR/Trademark for the Bagan Bazars.
- IV. To explore the possibilities of knowledge and business partnership with business enterprises.

The Executive Committee approved the total capital cost amounting to Rs 46,25,000/- for establishing 25 Nutrition shops in 25 Tea Gardens. The total capital cost per Nutrition shop is upto Rs 1,85,000/- . The contribution by ASRLMS per shop on an average is Rs 1,20,000/- and contribution by Tea Tribe Welfare Department, Government of Assam is Rs 65,000/- . The amount spent on each shop will differ from case to case, as per requirement. The Executive Committee approved the cost estimate as mentioned in annexure III of the agenda. The Civil work will be executed by BMMU of ASRLMS through the construction committee constituted under the chairmanship of BDOs comprising BPM,ASRLMS, Jr Engineer and GP presidents concerned of respective blocks as members.

Agenda No.4: Registration of Village Organisations and other Federations of SHGs formed under ASRLMS, under Assam Cooperative Societies Act, 2007:

SMD, ASRLMS, apprised the house regarding registration of the Village Organizations (VOs) and other federations under ASRLMS like Cluster Level Federations (CLFs), Block Level Federations (BLFs), District level Federations (DLFs), State Level Federations (SLFs), Producer collectives and community organizations of similar nature, under the Assam Cooperative Societies Act 2007. He proposed that the registration of the federations may be as per the provisions of the Act. SMD, ASRLMS also mentioned that the SHG members under the federations are involved in thrift & credit activities, handloom, agriculture and allied activities. He further proposed that a Block level SHG Federation Registration officer may be positioned, who may be a retired official from the Cooperative Department, Government of Assam.

The EC gave its approval for the Registration of VOs and other federations of ASRLMS under Assam Cooperative Societies Act 2007 and desired that the matter may be taken up with the relevant departments, to operationalize the above mentioned decision.

Agenda No.5: Report of Sub- Committee on HR & Finance and issues thereof:

SMD, ASRLMS expressed his concern about the high rate of attrition amongst the ASRLMS professionals. He mentioned about the recommendation of the Sub-Committee which had been constituted to look into various HR & Finance related issues of ASRLMS. He further briefed the Executive Committee on the recommendations of the sub- committee. SMD, ASRLMS requested the Executive Committee to accept the suggestions given by the Sub-Committee, except some modifications and additions proposed, as mentioned in the agenda note.

Executive Committee deferred the HR issues and suggested ASRLMS, to adopt the NRLM-Model HR manual for State Rural Livelihoods Mission (SRLMs), circulated by Ministry of Rural Development (MoRD). This shall further be placed before the next Executive Committee Meeting for approval.

Agenda No.6: 10 % Annual Increment and salary enhancement of ASRLMS professionals:

6.A: The Executive Committee approved the proposal of 10 % annual increment to ASRLMS employees.

6.B: SMD, ASRLMS placed the proposal for enhancement of salary to Grade IV staffs under ASRLMS, from Rs. 5000/- to Rs. 7000/- per month. Since the minimum qualification of Grade IV staff is graduation, their salary may be enhanced. In this context, the Chairman, Executive Committee recommended to change the nomenclature of the post and suggest remuneration commensurate with the qualifications. He further directed placing the same in the next Executive Meeting.

Agenda No.7: Recruitment of ASRLMS professionals:

Executive Committee deferred the decision on this issue and suggested adopting the NRLM-Model HR manual and placing before the next Executive Committee Meeting for approval.

Agenda No.8: Approval of Eligibility criteria for Recruitment of professionals under ASRLMS:

The Executive Committee suggested that the eligibility criteria prescribed in the NRLM-Model HR manual may be followed while recruiting professionals under ASRLMS.

Agenda No.9: Approval for Human Resource under Skills and Placement:

For Skills and Placement (DDU-GKY), the Executive Committee approved immediate recruitment of professionals of Skills and Placement under ASRLMS, since the eligibility criteria for recruiting professionals under Skills and Placement placed in the Agenda note, are in conformity with the criteria given in NRLM- Model HR manual and the decision given by the 3rd Governing Body (GB) meeting held on 1st September 2014. As the Central Technical Support Agency (NIRD&PR), will be handing over the entire control of DDU-GKY to ASRLMS at the end of March 2016, it is utmost essential to recruit these professionals.

Agenda No.10: Approval of Audit Report for the FY 2013-14:

The Executive Committee approved the Audit Report for the FY 2013-14, to be placed in the next Governing Body meeting.

Agenda No.11: Approval of Annual Action Plan, 2015-16:

The Executive Committee approved the Annual Action Plan, 2015-16, to be placed in the next GB of ASRLMS.

Agenda No.12: Appointment of Statutory Auditor for Financial Year 2014-15 with the approval of Governing Body:

Regarding appointment of Statutory Auditor, Chairman, Executive Committee opined that the same auditor should not be engaged for more than 3 (three) consecutive years. SMD, ASRLMS informed the house that the current Auditor has been engaged from the financial year 2014-15.

The Executive Committee approved the appointment of the auditor, for placing before next GB meeting.

Agenda No.13: Post-facto Approval of Air- Journey:

The Executive Committee accorded ex-post-facto approval of all Air journeys made by the SMMU, ASRLMS officials, non-entitled ASRLMS officials and others in the year 2014-15 for attending various meetings and workshops in New Delhi, Hyderabad and Kerala. The Executive Committee also gave ex-post-facto approval for all the air journeys undertaken by SMMU, ASRLMS officials during the current year (FY 2015-16). The Executive Committee approved the proposal, for placing before the next GB meeting.

Further, the Executive Committee authorised the Additional Chief Secretary, Panchayat & Rural Development Department cum Vice Chairman of Executive Committee to approve air journeys of ASRLMS officials, on a case to case basis.

Agenda No.14: Approval for rolling out of Resource Block Strategy in additional Blocks with BRLPS:

Regarding Resource Block Strategy implementation with SERP/OMPLIS, SMD, ASRLMS mentioned that the MoU could not be implemented as MoU was not signed by SERP/OMPLIS. He also mentioned that the MoU with BRLPS has been signed and implementation has been ongoing, and said that additional two blocks may be approved. Chairman, Executive Committee mentioned that Resource support should be through peer learning, internal exchange learning and felt that Assam has made significant progress in the SHG movement. The Executive Committee members emphasised that the proposed partnership with SERP/OMPLIS should be cancelled and the MoU with BRLPS should be continued only with respect to existing four blocks.

The Executive Committee gave its approval for the cancellation of the proposed partnership with SERP/OMPLIS and that the MoU with BRLPS should be continued only with respect to the existing four blocks.

c) SMD, ASRLMS made a presentation on the physical and financial achievement of ASRLMS for FY 2014-15 and progress till 31st August, 2015 for FY 2015-16. While appreciating the progress, the house also exhorted the ASRLMS professionals to sustain the progress.

Any other matter:

The committee made the following suggestions:

- I. Village Organizations should federate at cluster, block and above level, with a focus on livelihood activities and the activities of the Producer's Organizations should be aggregated.
 - II. To link the Cluster based organizations to some large enterprise, which will help in gaining market intelligence & skill upgradation.
 - III. Training & capacity building may be ensured, when these organizations are linked with the large business entities.
 - IV. There may be opportunities for branding, knowledge partnership with various organizations & quality supervision. It should be explored.
 - V. Retail Management Experts/ Consultants may be engaged.
3. The meeting ended with vote of thanks from the Chairman, Executive Committee.

(V.K. Pipersenia, IAS)

Chief Secretary, Govt. of Assam

Dated: 22/09/2015

Memo No.: ASRLMS- 102/2012-13/

Copy to:

1. SO to Chief Secretary, Govt. of Assam
2. The Additional Chief Secretary, P & RD Department, Govt. of Assam
3. The Additional Chief Secretary, Department of Agriculture, Govt. of Assam
4. The Additional Chief Secretary, Department of Labour & Employment, Govt. of Assam
5. The Additional Chief Secretary, Department of Education, Govt. of Assam
6. The Principal Secretary, Department of Veterinary and Animal Husbandry, Govt. of Assam
7. PS to Hon'ble Minister P&RD Department, Dispur
8. The Commissioner, P & RD Department, Govt. of Assam
9. The Commissioner & Secretary, Department of Social Welfare, Govt of Assam
10. The Commissioner & Secretary, Department of Health and Family Welfare, Govt of Assam
11. The Secretary, P & RD Department, Govt of Assam
12. The Chief General Manager, NABARD, Dispur, Guwahati
13. The Chief General Manager, State Bank of India & Convenor SLBC, Dispur, Guwahati
14. The Chairman, Assam Gramin Vikash Bank, Guwahati
15. The Regional Director, Reserve Bank of India, Panbazar, Guwahati
16. The Director, SIRD, Khanapara, Assam

By Order

Sri Nitin Khade, IAS

State Mission Director, ASRLMS

Annexure I

Name of the Officials present in 4th EC meeting of ASRLMS			
Sl. No.	Name	Designation	Name of Department
1	V.K. Pipersenia, IAS	Chief Secretary	Govt. of Assam
2	V.B. Pyarelal, IAS	Addl Chief Secretary	P & RD Deptt.
3	S.L. Mewara, IAS	Addl Chief Secretary	Labour & Employment Deptt.
4	Nitin Khade, IAS	State Mission Director	ASRLMS
5	R.C. Jain	Secondary Education	Education
6	A.M.M. Zakir	Director	SIRD
7	Bhaskar Phukan	Additional Mission Director	ASRLMS
8	Dr. P.S. Harikrishnarai	AGM	NABARD
9	G.S.R. Iyer	AGM	NABARD
10	M.T. MUANDING GUTE	AGM	RBI, Guwahati
11	M. Medhi	Joint Director	P & RD Deptt.
12	M. Sharma	Deputy Director	P & RD Deptt.
13	M. Baruah	Addl Secretary	Social Welfare Deptt.
14	Dr. S. Rava	Director Veterinary Deptt.	A.H. & Veterinary Deptt.
15	Dr. Ch. Chanchan	Assistant Manager	SBI
16	R.K. Borkotoky	Deputy General Manager	SBI
17	S.S. Singh	Chairman	AGVB
18	R.K. Sarma	Regional Manager	AGVB
19	Juri Gogoi	Deputy Secretary	A.H. & Veterinary Deptt.
20	Sajnay sharma	SPM- SM/IB/CB	SMMU, ASRLMS
21	Dr. Himadri Konch	SPM-FI	SMMU, ASRLMS
22	Ajit Narzary	CFO	SMMU, ASRLMS
23	G. Das	FI consultant	SMMU, ASRLMS
24	Amrit Borah	PM-Skills and Placement	SMMU, ASRLMS
25	Dr. Rousy K. Baruah	PM-FI	SMMU, ASRLMS
26	Madhurya Das	FO	SMMU, ASRLMS
27	Snigdha Hazarika	DFE-HR, M&E	SMMU, ASRLMS
28	Roshni Rai	DFE- Livelihoods	SMMU, ASRLMS
29	P. J. Panging	MIS –Executive	SMMU, ASRLMS