

E Office No. 340346
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Government of India
Ministry of Rural Development
Department of Rural Development

6th Floor, Hotel Samrat,
Chanakyapuri, New Delhi-110021.

Dated: - the 16th April, 2015.

To

The Principal Secretary (RD)
Govt. of Chhattisgarh


Subject: Minutes of the Annual Action Plan (AAP) - 2015-16 for the State of Chhattisgarh

Sir

I am directed to say that a Meeting of the Empowered Committee was held on 23rd March, 2015 under the Chairmanship of Secretary (RD) at Unnatti, Krishi Bhawan, New Delhi. A copy of the minutes of the said meeting is enclosed herewith for your kind information and necessary action.

Encl: As above

Yours Faithfully



(P. C. Bhaskar)
Assistant Director (RL)

Copy to:

1. The State Mission Director, Chhattisgarh
2. PS to Secy. (RD)
3. PS to AS & FA

**NATIONAL RURAL LIVELIHOODS MISSION
MINISTRY OF RURAL DEVELOPMENT, GOVERNMENT OF INDIA**

**RECORD OF THE PROCEEDINGS OF THE MEETING OF EMPOWERED
COMMITTEE**

Chaired by: Shri Jugal Kishore Mohapatra, Secretary, MoRD

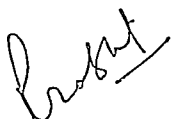
Dated: 23rd March 2015

Subject: Approval of Annual Action Plan (AAP) for FY 2015-16 of the State of Chhattisgarh

Chhattisgarh State Rural Livelihoods Mission (Bihan)

List of participants is placed at Annex-1.

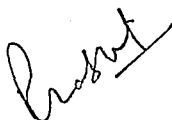
1. National Rural Livelihoods Promotion Society (NRLPS), Ministry of Rural Development (MoRD) conducted a desk appraisal of Annual Action Plan (AAP) of Chhattisgarh State Rural Livelihoods Mission (CGSRLM), 'Bihan', for FY 2015-16. Based on the comments provided, CGSRLM modified and resubmitted the proposal. A pre-EC meeting was held on 12th March 2015 in which State's readiness and adequacy of preparation to implement the plan were discussed.
2. The Chief Executive Officer of CGSRLM, Chhattisgarh made a presentation on AAP to the Empowered Committee of the Ministry on 23rd March 2015. The presentation of the AAP covered progress of the State Mission during 2014-15, action taken on the minutes of the last meeting of the EC, lessons learnt and the Action Plan for 2015-16.
3. Summary of action taken report on the recommendation of previous EC meeting are furnished in **Annex-2**.
4. CGSRLM has proposed in AAP 2015-16 for an amount of Rs 11502 lakh for NRLP and Rs 2871 lakh for NRLM. In addition to this an amount of Rs 535 lakh has been proposed for RSETI.
5. The EC was pleased to approve a plan of Rs 9990 lakh for NRLP. The Central Share approved for NRLP is Rs 2980 lakh and for NRLM Rs 1265.58 lakh. For NRLP if the expenditure of the State up to September 2015 is as per the prescribed norms and requires additional funds the State Mission can accordingly submit proposals for additional funds, which can be considered subject to availability of funds.
6. An amount of Rs.35 lakhs has been approved for Saras Fair.
7. For RSETI - Rs 22 lakh per RSETI will be provided as per the requirement of the State.
8. Detailed budget allocation are furnished in **Annex-3**.



9. The releases are subject to allocation amount and terms and conditions laid down in the framework of NRLM. The unspent balances of SGSY, not adjusted in earlier releases, shall be deducted from the first instalment.
10. The expected outcomes agreed to by CGSRLM are presented in **Annex-4**.
11. The mission is required to undertake following actions during the course of implementation of AAP for 2015-16:
 - i. The Mission shall within 30 days of receipt of the approved minutes, finalize detailed resource envelopes to each intensive district indicating the detailed list of activities to be undertaken.
 - ii. The Mission shall formulate detailed action plans for each resource, intensive and partnership blocks. With the preparation of block action plan or otherwise, if the need arises, the State Mission shall revise the AAP 2015-16 and submit to MoRD for the consideration of EC by September, 2015.
 - iii. The Mission shall formulate and implement plan for non-intensive districts considering that resources are not sparsely distributed and it has to have measurable outcomes in terms of quality of SHGs and Bank credit mobilization. The plan should include clear induction and orientation of staff deployed in these blocks.
 - iv. The Mission shall implement the communitization protocols, as evolved from time to time and enhance involvement of community cadre and community institutions in implementing all its activities.
 - v. The Mission shall deploy or redeploy its human resource as per the rationalised structure at SMMU, DMMU and BMMU. Further, the Mission shall make changes in human resource deployment, job description and performance management based on area responsibility to all program staff at SMMU, DMMU and BMMU.
 - vi. The funds shall be utilised as per norms and procedures indicated in the 'Framework for Implementation', as revised from time-to-time and all expenditures shall be subject to the latest cost ceilings and unit cost norms of NRLM, including the norms of administrative costs.
 - vii. The Mission shall submit physical and financial progress reports in the prescribed formats including Interim Unaudited Financial Returns (IUFRR) periodically to MoRD.
 - viii. The Mission shall evacuate all funds (unspent SGSY balances), if any, lying with DRDAs to SRLM account. The funds so evacuated to SRLM shall be considered as NRLM funds. The closure report should be submitted by June, 2015. Necessary reconciliation with each DRDA should be undertaken. The DRDAs should get a statement from each bank branch that all unutilized SGSY capital subsidy amounts have been refunded to the DRDA along with the interest and the account has been closed. This statement should accompany the closure report from the DRDAs. The Ministry has already issued instructions regarding the committed liabilities (<http://aajeevika.gov.in/>).

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- ix. The Mission shall submit Audit report for FY 2014-15 by October 2015 and further release of NRLM funds would be subject to the submission of the Audit reports.
- x. Only costs of professional staff for SMMU, DMMU and BMMU are eligible to be booked under NRLP. Cost of staff on deputation could be booked under NRLP provided the Mission has followed transparent fitment policy.
- xi. The Mission shall put in place induction cum immersion, training and capacity building architecture for the staff recruited, community cadres, community institutions, and other stakeholders including bankers.
- xii. The Mission shall take steps to position FMTSA at the earliest.
- xiii. The Mission shall adopt Community Operations Manual, Human Resource Management Manual and Financial Management Manual and disseminate the same to the field units and the communities.
- xiv. The State specific scheme of interest subsidy to SHGs, if any, shall be aligned with the NRLM's Interest Subvention component. The first charge of the interest subvention amount is to meet the interest subvention of all eligible SHGs. The remaining amount, if any, may be used for IB-CB.
- xv. It is noted that the NRLM requires a fixed allocation for a period of time after the work is initiated in a block. The approved Action Plan for 2015-16 thus includes provision of activities approved in the Action Plan 2014-15 and to be taken up/continued in 2015-16. The unspent balances as on 1.4.2015 will also be utilised for the Action Plan 2015-16 in addition to the allocation of the year.
- xvi. The Mission shall implement Governance and Accountability Framework, Social Inclusion and Environment Management Framework and develop and implement service standards.
- xvii. The Mission shall have a Grievance Redressal Mechanism (GRM) Policy and constitute a 3-5 members committee at SMMU, DMMU and BMMU levels with immediate effect, not later than 30 June 2015, to redress the grievances of the staff. The head of the unit shall be Presiding Officer of the committee and at least one member of the committee shall be a woman. The Committee shall meet on monthly basis or more frequently if required.
- xviii. The Mission shall have the Anti-Sexual Harassment (ASH) Policy and shall constitute an Internal Complaints Committee (ICC) at SMMU, DMMU and BMMU level with immediate effect, not later than 30 June 2015, as per the Sexual Harassment of Women at Workplace (prevention, prohibition and redressal) Act, 2013 to ensure the dignity, safety and security of women at the workplace.
- xix. The Mission shall work out a comprehensive strategy for integrating existing rural livelihoods or poverty reduction programs, if any, (including the World Bank, IFAD, UNDP etc. supported programs) under NRLM and the share the same with MD, NRLM.
- xx. The Mission shall focus on increasing internal lending among the SHG members and bank linkage with SHGs, this year. It shall also focus on reduction of NPA and increase repayment and develop protocols for post disbursement norms.



- xxi. Mobile alerts to SHGs shall be instituted to ensure repayment as per the schedule.
- xxii. The Mission shall take up Participatory Identification of Poor (PIP) to track the progress of the poor out of poverty and its presentation to Gram Sabha annually.
- xxiii. The Mission shall limit the number of SHGs that receive CIF directly from the Mission **to not more than 50% of the SHGs (i.e. 5-6 SHGs in a village)**. The remaining SHGs shall receive CIF from recycled CIF repayments.
- xxiv. State needs to develop service standards for monitoring programme delivery like time lags in release of RF/CIF to eligible SHGs/Federations and also the time lags in S.H.G – bank linkages.
- xxv. The Mission shall saturate the existing blocks in terms of mobilisation and strengthening capacities of institutions of poor, on priority basis before expansion and layering.
- xxvi. M/o Tribal Affairs fixes Minimum Support Price for 16-17 tribal non-timber forest products. SRLM may look into this and accordingly plan so that SHGs can have good prices for their products.
- xxvii. SRLM may study the potential for Tasar based livelihoods intervention in the state and come up with a supplementary action plan, if required.

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List of participants

I. Ministry of Rural Development (MoRD)

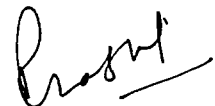
1. Mr Jugal Kishore Mohapatra, Secretary, RD, MoRD, Government of India.
2. Mr T Vijay Kumar, Additional Secretary, Ministry of Rural Development, Government of India.
3. Mr Sidhil Sasi, Director, IFD, Ministry of Rural Development, Government of India.

II. National Rural Livelihoods Promotion Society (NRLPS)

1. Ms. Santhi Kumari, Chief Operating Officer, NRLPS, Ministry of Rural Development, Government of India.
2. Ms. Nita Kejrewal, Director Administration, NRLPS, Ministry of Rural Development, Government of India.
3. Dr Sandeep Sharma, Deputy Director, NRLPS, Ministry of Rural Development, Government of India.
4. Mr G. Muralidhar, Lead (IB&CB), National Mission Management Unit, NRLM, Ministry of Rural Development, Government of India.
5. Dr Rakesh Malhotra, Specialist* (CB), National Mission Management Unit, NRLM, Ministry of Rural Development, Government of India.
6. Mr Dhruv Sengupta, Specialist (Training), National Mission Management Unit, NRLM, Ministry of Rural Development, Government of India.

III. SRLM of Chhattisgarh

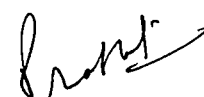
1. Ms Sangeetha P, SMD, CGSRLM, Chhattisgarh.
2. Mr Ramu Eluri, SPM (SMIB), CGSRLM, Chhattisgarh.
3. Mr Elwin Dayal, SPM (M&E), CGSRLM, Chhattisgarh.
4. Mr Prakash Seta, SPM (Finance) CGSRLM, Chhattisgarh,



Action taken on the minutes of the last meeting

Compliance to MoRD sanction for AAP 2014-15

S.No	Recommended actions(2014-15)	Status
1	The Mission shall within 30 days of receipt of the approved minutes, finalize detailed resource envelopes to each intensive district indicating the detailed list of activities to be undertaken.	Complied.
2	The Mission shall formulate details action plans for each resource, intensive and partnership blocks. With the preparation of block action plan or otherwise, if the need arise, the State Mission shall revise the AAP 2014-15 and submit to MoRD for the consideration of EC by July, 2014	Complied.
3	The Mission shall formulate and implement plan for non-intensive district considering that resource are not sparsely distributed and it has to have measurable outcomes in terms of quality of SHGs and Bank credit Mobilization. The plan should include clear induction and orientation of staff deployed in these blocks.	Will be formulated in FY 2015-16
4	The Mission shall undertake and complete visioning exercise for SMMU by March 2014.	Complied.
5	The Mission shall revise the phasing plans and submit them to EC by July, 2014.	Complied.
6	The funds shall be utilized as per norms and procedures indicated in the 'Framework for Implementation', as revised from time-to-time and all expenditures shall be subject to the latest cost ceiling and unit cost norms of NRLM, including the norms of administrative costs.	Complied.
7	The Mission shall submit physical and financial progress reports in the prescribed formats including Interim Unaudited Financial returns (IUFR) periodically to MoRD.	Complied.
8	The Mission shall submit a closure report of SGSY accounts by evacuating all funds lying with DRDAs to SRLM account. The funds so evacuated to SRLM shall be considered as NRLM funds. The closure report should be submitted by June, 2014 Necessary reconciliation with each DRDA should be undertaken. The DRDAs should get a statement from each bank branch that all unutilized SGSY capital subsidy amounts have been refunded to the DRDA along with the interest. The statement should accompany the closure report from the DRDAs. The Ministry has already issued instructions regarding the committed liabilities (http://aajeevika.gov.in/).	Yes it was submitted 2014-15.
9	The Mission shall submit audit report for FY 2013-14 by October 2014 and further release of NRLM funds would be subject to the submission of the audit reports.	Yes it was submitted in 2014-15.



10	The Mission shall rationalize the SMMU, DMMU and BMMU structure and prepare a phasing plan to cover all district, blocks and villages by incorporating communalization and the enhanced role of community cadres in rolling out of NRLM.	It is under active consideration and planned to be implemented in FY 2015-16.
11	The Mission shall complete recruitment of professional staff at all DMMUs and BMMUs by June 2014, duly following the recruitment norms, including pre-selection immersion and de-selection of "No so suitable" candidates.	Complied.
12	The State shall develop a transparent screening and fitment process for Government staff intending to join the Mission on deputation.	EC has not given permission for fitment process.
13	The Mission shall designate one senior officer as in-charge of PRI-CBO convergence at state district and block level.	Intervention was not taken-up for implementation.
14	Only costs of professional staff for SMMU, DMMU and BMMU are eligible to be booked under NRLP. Cost of staff on deputation could be booked under NRLP provided the Mission has followed transparent fitment policy.	Professional staff of SMMU, DMMU and BMMU are booked under NRLP. Reg staff on deputation the instructions of NMMU is being followed.
15	The Mission shall put in induction cum immersion, training and capacity building architecture for the staff recruited, community cadres and community institutions.	All the staffs of SMMU have gone through induction cum immersion.
16	The Mission shall take steps to positive FMTSA at the earliest and not later than September, 2014.	Yes FMTSA team is in place.
17	The State shall position a Chief Operating Office (COO) shall be recruited from the market at the earliest to support the Mission in the Programmatic components.	Yet to be Complied.
18	The Mission shall adopt Community Operation Manual, Human Resource Management Manual and Financial Management Manual by June 2014 and disseminate the same to the field units and the committees	Yes COM and FM Manual is in place. HR Manual will be reworked and shall be place before State EC in year 2015-16.
19	The State specific scheme of interest subsidy to SHGs, if any, shall be aligned with the NRLM's Interest Subvention component. The first charge of the interest subvention amount is to meet the interest subvention of all eligible SHGs. The remaining amount, if any, may be used for IB-CB.	Yes executed it is aligned with the State Govt. scheme. --N/A--
20	The Mission shall implement Governance and Accountability Framework, Social Inclusion and Environment Management Framework and develop implement services service standards.	Yet to be Complied.
21	The Mission shall work out a comprehensive strategy for integrating	State is planning to converse with all pro-poor

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	existing rural livelihoods or poverty reduction programs (including the World Bank, IFAD, UNDP etc. supported programs) under NRLM.	development activities a to bring them under one umbrella.
22	The Mission shall implement CPSMS in SRLM in all intensive blocks and districts.	As per the NMMU guideline the FMS based system is adopted in all intensive blocks and districts.
23	The state shall position District Mission Coordinator and delegate the necessary Financial and Administrative powers to implement the NRLM activities in the districts.	State Govt. – Finance Department didn't agree on it.
24	The Mission shall establish the MIS system in the SRLM and build the capacities of the staff before establishment of IT infrastructure at village and block level including the Tablets procurement.	MIS system (Bihan Soft) is in place and DMMU, BMMU staffs are trained on it.
25	The Mission shall develop and implement service standards and protocols for smooth flow of funds to community.	Complied.
26	The Mission shall explore the possibility of partnering with Capacity building Agencies for Capacity Building of staff and community cadre in the Mission.	SRLM is engaging empanelled CBAs for capacity building of staff and community cadre.
27	The Mission shall explore the possibilities of recruiting the young Professionals/ NRLM fellows from the reputed institutions.	Yes executed. 10 YP recruited. And proposed for recruitment of 43 YP
28	The Mission shall go for a single audit agency for the audit of SRLM at all the levels.	Yes executed.
29	The State Mission shall develop a special plan for PVTGs especially in the Resource blocks and intensive blocks	Plan has to be developed for FY 2015-16
30	The Mission shall ensure inclusion of all GOALs districts in the intensive Districts, establish the DMMU by July' 14 and initiate intensive implementation in one block.	Setup will be executed in FY 2015-16.

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Approved Annual Action Plan and Budget

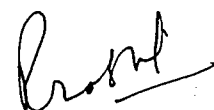
NRLP 2015-16 (Rs. Lakh)					
	Components	Proposed budget	Approved plan with estimated budget	Amount allocated and approved for Central share	
				Central Share	
A1	Component A items – TA	0	0	0	
A2	Component A items – HRD	0	0	0	
B1.	NRLP – SMMU and DMMU Costs	906	550	210	
B2.	NRLP – BMMU, IB/CB Costs	4473	3700	930	
B3.	NRLP – CIF	5063	4960	1610	
B4.	Component B4 (Field partnership)	580	580	130	
C.	Component C*	50	50	50	
D.	Component D	430	160	50	
	Total	11502	9990	2980	

*(Approved Pilot: Health and Nutrition)

NRLM 2015-16 (Rs. Lakh)

#	Components	Proposed for 2015-16	Amount Approved for Release		
			Central Share		
1.	NRLM – IB/CB, RF, CIF, Trg. Infra and Mktg, etc., including Administrative Costs		1103.33		
2.	Interest Subvention		162.25		
	Total	2871.00	1265.58		
3.	RSETIs@	535.00			
4.	Saras Fair *		35.00		
	Grand Total	3406.00	1300.58		

@ Rs 22.00 lakh per RSETI may be claimed for required RSETIs.



Expected Outcomes 2015-16

S. No	Indicators	By Mar'15 (Expected)	NRLP	NRLM	Grand Total (NRLP+NRLM) (2015-16)	Cumulative Since Inception by the end of FY: 2015-16 (NRLP+NRLM)
1	Number of Districts Covered	11	14	3	17	17
2	Number of Blocks in Covered	19	24	6	30	30
3	Number of Gram Panchayats Covered	1030	1152	288	1440	2470
4	Number of villages Covered	1604	1728	432	2160	3764
5	Number of new SHGs promoted by SRLM	6872	6912	1728	8840	15712
6	Number of other SHGs brought into the NRLM fold	2887	3456	864	4320	7207
7	Total number of SHGs under NRLM fold in Intensive blocks	9759	10368	2592	12970	22729
8	Number of SHGs provided basic training	9759	8812	2200	10012	19771
9	Number of SHGs in which standard bookkeeping practices introduced	9759	10368	2592	12970	22729
10	Number of SHGs following Pancha Sutra	9759	10368	2592	12970	22729
11	Number of SHG bookkeepers deployed	7940	8812	2200	10012	17952
12	Number of Master bookkeepers deployed	132	384	96	480	612
13	Number of SHGs audited	0	6872	2888	9760	9760
14	Number of Active women deployed	1632	1728	432	2160	3792
15	Number of Internal CRPs trained	120	68	40	108	228
16	Number of Internal PRPs trained	80	50	22	72	152
17	Number of Bank Mitras deployed	220	0	10	10	230
18	Total Amount of Saving in all SHGs (Rs. In lakhs)	436	432	18	450	986
19	Total Households mobilized into all SHGs	92482	114048	28512	142560	235042
20	Number of villages in which PIP process completed	0	100	30	130	130
21	Number of GP's in which PIP process completed	0	100	30	130	130

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22	Number of Poorest of the Poor(POP) households identified	0	0	0	0	0
23	Number of Poor households identified	0	0	0	0	0
24	Number of Non-Poor households identified	0	0	0	0	0
25	Total number of households having Persons with disability member	1684	0	0	0	0
26	Number of for new SHGs promoted that have opened Saving bank A/c	7740	6220	1556	7776	15516
27	Number of new SHGs provided with RF	7097	5000	1300	6300	13397
28	Number of other SHGs that have opened bank accounts	0	0	0	0	0
29	Number of other SHGs eligible for RF	0	0	0	0	0
30	Number of other SHGs provided RF	0	0	0	0	0
31	Number of Total SHGs provided RF	7097	5000	1300	6300	13397
32	Amount of RF provided to all SHGs (Lakh)	1064.55	750	195	945	2009.55
33	Number of SHGs that have prepared Micro Investment Plan(MIP)/Micro Credit Plan(MCP)	2988	4930	1330	6261	9249
34	Number of all SHGs provided CIF directly by SRLM	3335	2452	500	2952	6287
35	Number of all SHGs provided CIF through VO	0	2000	400	2400	2400
36	Total Number of all SHGs provided CIF	3335	4452	900	5352	8687
37	Amount of CIF provided to SHGs directly by SRLM (Lakh)	2001	2430	540	2970	4971
38	Amount of CIF provided to all SHGs through VO (Lakh)	0	1200	240	1440	1440
39	Total Amount of CIF provided to SHGs (Lakh)	2001	2630	740	3370	5371
40	No. of SHGs which have started repaying CIF back to VOs	0	400	100	500	500
41	Number of Households covered under livelihood activities	153799	54208	14608	68816	222615
42	Number of VOs formed	253	336	144	480	733

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43	Number of SHGs holding membership in the VOs	1820	2688	1152	3840	5660
44	Number of VOs provided training on basic VO management	253	336	144	480	733
45	Number of VOs that have opened bank account	168	336	144	480	648
46	Number of VOs having trained Bookkeeper/Assistant	253	336	144	480	733
47	Number of VOs provided startup fund	223	336	144	480	733
48	Amount of startup fund provided VO (lakhs)	78.05	168.00	72.00	240	318.05
49	Number of VOs audited	0	40	5	45	45
50	Number of VOs provided CIF	0	719	180	899	899
51	Amount of CIF provided to VOs	0	428	108	536	536
52	Number of VOs provided VRF	0	126	44	170	170
53	Amount of VRF provided to VOs	0	126	44	170	170
54	Number of CLFs formed	20	0	4	4	24
55	Number of CLFs provided startup fund	20	0	4	4	24
56	Amount of startup fund provided to CLFs (lakhs)	40	0	8	8	48
57	No. of SHGs accessing credit through SHG Bank linkage (1st Dosage)	1820	2688	1152	3840	5660
58	Amount of credit accessed (Rs. lakh)	253	336	144	480	733
59	No. of SHGs accessing credit through SHG Bank linkage (2nd Dosage)	168	336	144	480	648
60	Amount of credit accessed (Rs. lakh) (2nd Dosage)	253	336	144	480	733

Grant