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Government of India  
Ministry of Agriculture & Farmers Welfare  
Department of Agriculture, Cooperation & Farmers Welfare  
(RFS Division)

118, B wing, Shastri Bhawan, New Delhi

Dated: 30.01.2020

**Subject: Minutes of Video Conference on Global Environment Facility (GEF) project titled 'Green Agriculture: Transforming Indian Agriculture for global environmental benefits and the conservation of critical biodiversity and forest landscapes' held on 20<sup>th</sup> January, 2020 -reg.**

The Video Conference on Global Environment Facility (GEF) project titled 'Green Agriculture: Transforming Indian Agriculture for global environmental benefits and the conservation of critical biodiversity and forest landscapes' was held on 20<sup>th</sup> January, 2020.

2. I am enclosing the minutes of the Video Conference for further necessary action.

**Encl: as stated.**



**(R.A.S. Patel)**

**Dy. Commissioner (RFS)**

Distribution:-

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2. FAO Representative, 55 Lodhi Estate, Max Mueller Marg, New Delhi- 110003
3. Joint Director, Directorate of Agriculture, Government of Madhya Pradesh, 2<sup>nd</sup> Floor, C- Wing, Vindhyachal Bhawan, Area Hills, Bhopal (MP)-462004.
4. Director (Agriculture), Directorate of Agriculture, Government of Mizoram, Civil Secretariat, Aizwal-796001.
5. Director, Institute on Management of Agricultural Extension (IMAGE), Siripur, Bhubaneswar, Odisha-751003.
6. Project Director, Uttarakhand Decentralized Watershed Development Project Phase-II (GRAMYA), Watershed Management Directorate Indira Nagar, Forest colony, Dehradun-248006.
7. Joint Director Agriculture (ATC), Commissionerate of Agriculture, Government of Rajasthan, Pant Krishi Bhawan, Jaipur-302006.

Copy to:

PS to JS (RFS)/ PS to Dir (RFS), Ministry of Agriculture and Farmers Welfare, Department of Agriculture, Cooperation & Farmers Welfare, Krishi Bhawan, New Delhi.

**Minutes of the Video Conference held on 20<sup>th</sup> January 2020, under the Chairpersonship of Dr. Namita Priyadarshee, Joint Secretary (RFS) Ministry of Agriculture and Farmers' Welfare**

A Video Conference (VC) was held under chairpersonship of Dr. Namita Priyadarshee, Joint Secretary (RFS) on 20<sup>th</sup> January, 2020 with the State Operational Partners of Madhya Pradesh, Mizoram, Odisha, Rajasthan and Uttarakhand to review the progress of the GEF-6 funded Green Agriculture Project in their respective states. At the outset, the Joint Secretary asked the Operational Partners (OP) for updates on the pending issues and recent development of projects. Officials from FAO were also present in the VC. As per discussion, state-wise status of the programme is as under:

- Representative, Government of Madhya Pradesh, Farmer Welfare and Agriculture Development Department informed that State Steering Committee (SSC) has been constituted. However, Technical Support Groups (TSGs) are yet to be constituted. The representative stated that District Collectors of respective districts have been issued instructions for issuance of orders for constitution of TSGs and assured Orders for constitution of TSGs will be issued within a week. With regards to signing of Operational Partner Agreement is concerned, the official attending the V.C. informed that file has already been put to Director and it will be signed in day one or two. Further, 6 month Work Plan shared by FAO along with the Terms of Reference for State Project Management Units (SPMU) and Green Landscape Implementation Units (GLIU) has been put for approval. SPMU and GLIU positions will be hired through an outsourcing agency.

Chairperson suggested that Pr. Secretary or Director, Farmer Welfare and Agriculture Development Department from State Government may speak to Collectors concerned and emphasize the urgency of constitution of TSGs immediately to start the work at the earliest. Further delay in constitution of TSGs will adversely affect the performance of the project in the State. She also informed that technical personnel/expert in SPMU and GLIU may not be hired from

outsourcing agencies. Technical personnel/expert should be from department only; however, junior level functionaries like data entry operator, office assistant etc., and field staff such as Community Resource Persons may be hired from outsourcing agencies. If states find any difficulties in hiring the services, it may take help of FAO for this purpose. It was requested to fasten up the process of signing of Operational Partner Agreement (OPA) and send the vendor registration form duly signed by Director, Agriculture along with signed OPA for further necessary action. The vendor registration form has already been shared by FAO with the Directorate. State need to take immediate steps for convening SSC meeting to get the Annual plan and Budget (AWPB) approved. In addition, State need to identify and higher agency for landscape assessment. Funds for landscape assessment will be provided separately by FAO. It was requested that State need to complete the entire requirement at the earliest and organize State Inception Workshop.

- Representative from Mizoram informed that almost all the requirement has been completed by State Government. Recruitment process for the key positions in the State Project Management Unit (SPMU) is completed; however approval from Government is still awaited. This may likely to be approved by end of this week. After the approval of key position in SPMU, recruitments process for GLIU would be initiated and will be completed by February end. Office space for SPMU has been identified and for GLIU it has to be identified. State Inception Workshop could be planned by end of February or first week of March. Project Director informed that landscape assessment work has been assigned to one agency by FAO and the cost of landscape assessment will be borne by FAO. FAO representative informed that the personnel of the agency will be visiting Mizoram in the first week of February 2020.

It was observed that though the selection process of SPMU personnel was completed with the active cooperation of FAO in the first week of December 2019 but offer letter to successful candidates are yet to be issued. Chairperson opined that this is a matter of concern and higher authority in the state government may

be appraised with our concern because this hampers the implementation of project. Further, Chairperson requested the state to start the process of recruitment of personnel for GLIU immediately and organize State Inception workshop at the earliest possible time. State Government was requested that apart from meeting landscape agency at state level, they may be provided necessary support at the field level for locating the sites for ground truthing.

- Representative from Odisha has informed that almost all the requirement has been completed by State Government. SSC and TSGs have been constituted and its meeting already has been held and AWPB approved. Operational Partner Agreement (OPA) and Vendor Registration form have been signed and shared with FAO. Advance fund requisition will be sent by the Director IMAGE within 1-2 days, as it has been approved by the Government. Representative further informed that the ToRs for SPMU and GLIU positions is being finalized and will be submitted for approval within a day or two. Recruitment process would be completed before the end of February and thereafter the date for the State Inception Workshop would be fixed. Project Director informed that in TSG meeting held in October 2019, it was decided that TSG would be suggesting an action research instead of study on Human wildlife conflict but NPMU has not been informed about the topic as yet. Project Director requested state officials to get in touch with TSG Chairman and have it decided at the earliest so that it may be taken forward.

Chairperson informed that FAO has been requesting OP to share fund requisition for more than a month, however, it is still to be received. State representative informed that they are in process of getting approval of State Government for sending the fund requisition and it will be submitted within a day or two. Further, Project Director submitted that GEF fund is a non-budgetary fund and not part of State's Consolidated Fund. It was observed that SSC chaired by Chief Secretary, where representatives of all relevant Government Departments are member has already approved the required budget and seeking government approval for sending requisition may be simply a duplication of work. The

chairperson requested that it may be taken as agenda item in the SSC or National Steering Committee (NSC) and may be resolved to avoid delay in such matters. State Government was requested to organize State Inception workshop at the earliest. Personnel of landscape agency identified by FAO may be provided necessary support at the field level for locating the sites for ground truthing.

- Representative from Rajasthan has informed that State Steering Committee has been constituted. TSG has also been constituted and Operational Partner Agreement (OPA) has been signed. Duly filled in vendor Registration form shared with FAO. State Representative inform that ToRs for recruitment of personnel and work plan for first six months have been received from FAO, which have been put up file for approval from Government. Recruitments would be carried out through a hiring agency. They informed that the office space for SPMU is not in place and want budget for office space for SPMU. They also requested for budget for a position of Project Director, who will be an official of State Agriculture Department.

Chairperson very clearly stated that the technical personnel, both of SPMU and GLIU cannot be hired from an outsourcing agency. The technical expert must be from the State Department only. State may take the help of FAO in this process. Chairperson also suggested that the state should look for office space in any government premises at Jaipur and this should not be a problem for them. She also indicated to discuss this issue with Commissioner Agriculture and if required, with Principal Secretary of the Department. It was also informed that it is not feasible to provide fund for Project Director Position in SPMU. FAO official informed that in the last meeting with state officials at Jaipur, Principal Secretary had himself directed that there should be a senior agriculture officer not only at state level but at district level to lead this project exclusively. The salary of the State Government officials can be included as co-finance for the project. They were also informed

about the pilot landscape assessments in the state of Rajasthan and to facilitate the process as required. The process of recruitment of GLIU may be completed at the earliest and meeting of SSC may be convened shortly to approve the Annual Work Plan & Budget (AWPB).

- Representative from Uttarakhand informed that SSC and TSGs has already been constituted. Meeting of SSC has been held and AWPB approved. Operational Partner Agreement has been signed and Vendor registration done. Advance fund requisition was provided to FAO and FAO has fund already transferred the funds, however, it has not been credited to their account in Dehradun. Representative informed that fund has been credited to the banker's account and it would be credited to their account within 2-3 days as some formalities have to be completed to receive foreign currency. Office space for SPMU and GLIU has been identified. Deputy Director at Pauri district has already been deputed. Recruitments will take place only for few positions as they have most of the team members from one of the externally funded projects. The ToRs have been finalized and the recruitments would be completed before the end of February.

Chairperson suggested that OP needs to very clearly identify the persons who would be working with Green-Ag project. It was also emphasized that there should be no slip ups due to any ambiguity in the roles that are to be played by the persons identified. Further, Chairperson observed that the state should move forward with organizing the State Inception Workshop in first half of February 2020. Project Director (Watershed Management) told that she feels that all the Project Technical Persons of State should participate in the workshop, so that all of them are on same page as far as project content is concerned. She further submitted that she was hopeful that recruitment process would be over by second or third week of February and they can organize State Inception workshop in last week of February or first week of March 2020.

2. At the end, Chair person and Representative of FAO informed all OPs that NPMU has started working on parameters for baseline survey in different landscapes and also developing criterion and indicators for monitoring and evaluation of this project. Further, this work should be a collaborative work and once we develop some of this, NPMU will be sharing this with the Ministry as well as OPs to have their inputs on them so that all of us reach a consensus and have a clarity for implementation as well as monitoring the project. Project Director, NPMU solicited support of everyone in this work.

3. The following recommendations/action points have emerged from the deliberations:

i) All states to complete the recruitments by the end of February

**(Action: All Operational Partners)**

ii) State Inception Workshops for the states Mizoram, Uttarakhand and Odisha to be planned before the end of the financial year. Rajasthan and Madhya Pradesh do follow to organise the same after dully completion of all formalties.

**(Action: All Operational Partners)**

iii) All states to provide support to FAO to finalize the criteria and indicators for the project as well develop a MIS system online connecting all the 5 states and FAO.

**(Action: All Operational Partners)**

iv) Rajasthan and Madhya Pradesh to identify office space for setting up the State Project Management Unit and the Green Landscape Implementation Unit.

**(Action: Rajasthan and Madhya Pradesh)**

v) Madhya Pradesh to expedite the signing of the Operational Partner Agreement and finalize the date for the State Steering Committee to approve the Annual Work Plan Budget of MP. Also the TSG constitution notification/order to be issued urgently.

**(Action: Madhya Pradesh)**

- vi) Rajasthan to finalize the date for the State Steering Committee to approve the Annual Work Plan Budget of Rajasthan. Thereafter the request for advance funds transfer to be sent to FAO.

**(Action: Rajasthan)**

- vii) States of Mizoram, Odisha and Rajasthan to provide requisite support to the hired agency SatSure for carrying out the landscape assessments in their respective states. The schedule for Mizoram will be shared by FAO.

**(Action: Mizoram, Odisha, Rajasthan and FAO)**

- viii) The second National Project Monitoring Committee (NPMC) meeting under the chairmanship of the Joint Secretary DAC&FW could be planned in February.

**(Action: RFS Division of DAC&FW)**

- ix) As requested by Madhya Pradesh, FAO to plan for a visit to Madhya Pradesh in the first half of February to sort out all issues in starting implementation of the project activities.

**(Action: MP and FAO)**

- x) JS (RFS) to speak to Madhya Pradesh and Rajasthan Principal Secretaries and to the Director of IMAGE to expedite the process of recruitments and setting up of SPMU & GLIU

**(Action: RFS Division of DAC&FW and FAO)**

4. Video conference ended with thanks to the chair.



**List of participants in Video Conference held on 20 January 2020 with the State Operational Partners and Joint Secretary, RFS, Ministry of Agriculture and Farmers' Welfare**

S.N.	NAME	DESIGNATION	DEPARTMENT/ADDRESS	MOBILE NUMBER
1.	Dr. Namita Priyadarshee, IFS	Joint Secretary, RFS, MoAFW	DAC&FW, MoA&FW MoAFW	
2.	Shri. R.A.S. Patel	Deputy Commissioner, RFS	DAC&FW, MoA&FW	9868868135
3.	Shri Yogesh A Raundal	Assistant Commissioner (RFS)	DAC&FW, MoA&FW	8750019900
4.	Shri Narendra Kr. Saroj	STA(RFS)	DAC&FW, MoA&FW	8850700205
<b>States</b>				
5	Mr.Avnish Chaturvedi	Deputy Director, Department of Farmers Welfare and Agriculture Development	Gov of MP	9425186313
6.	Mr.Pradeep Guha	Asst Statistical Officer, Organic, Department of Farmers Welfare and Agriculture Development	Govt. of MP	9424043300
7.	Shri Rohmingthanga Colney	Director Agriculture, Department of Agriculture	Govt. of Mizoram	9436152017
8.	Shri VL Hmangaihchhunga	Subject Matter Specialist (Forestry), Department of Agriculture	Govt. of Mizoram	8575937500

9.	Dr.S.K. Khatua	Joint Director, , Directorate of Soil Conservation & Watershed Development, Odisha, Bhubaneshwar	Govt of Odisha	8763831352
10.	Mr. B.B. Panda,	Deputy Director, Directorate of Soil Conservation & Watershed Development, Odisha, Bhubaneshwar	Govt of Odisha	8763276511
11.	Mr. Niranjan Sahu	Manager, GIS, Directorate of Soil Conservation & Watershed Development, Odisha, Bhubaneshwar	Govt of Odisha	9437101429
12.	Mr.Subhendu Kumar Das	Project Director,Watersheds	Govt. of Odisha	9437239510
13..	Mr.Suresh Gautam	Additional Director, Dept of Agriculture	Gov of Rajasthan	9414066261
14.	Shri R.K. Yadavendra,	Joint Director Agriculture (ATC),	Government of Rajasthan	9829610081
15.	Shri P.C. Sharma,	Deputy Director Agriculture (ATC)	Government of Rajasthan	9785544459
16.	Ms Neena Grewal	Project Director, Watershed Management Directorate	Gov of Uttarakhand	9412084346
17.	Dr.S.S.Srivastava	DD Planning,	Gov of Uttarakhand	8126209249

		Watershed Management Directorate		
18.	Mr.G.S.Bisht	ASO, Watershed Management Directorate	Gov of Uttarakhand	8909015022
<b>FAO</b>				
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20.	Mr.R.B. Sinha	Project Director, Green Ag Project	110,Golf Links New Delhi	9868124217
21.	Ms. Uma Balaji	Admin & Operations Officer,Green Ag Project	110,Golf Links New Delhi	8130805559