

NO. 560/SLNA2/2014

Commissionerate of Rural Development  
Swaraj Bhavan, Thiruvananthapuram  
Dated 18.11.2014

From

Commissioner for Rural Development  
Thiruvananthapuram

To

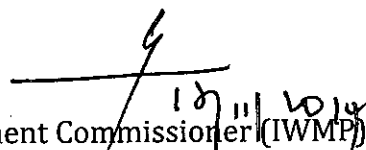
All Project Directors  
Poverty Alleviation Units

Sir,

Sub :- Minutes of the meeting of Technical Experts of WDCs held on  
12/11/2014 in the Chamber of JDC (IWMP) & Administrative  
Officer, SLNA, Commissionerate of Rural Development,  
Thiruvananthapuram - forwarding - reg.

I am forwarding herewith copy of the Minutes of the Meeting of Technical  
Experts of WDCs on 12/11/2014 in the Chamber of JDC (IWMP) & Administrative  
Officer, SLNA for favour of Information and necessary action.

Yours faithfully

  
Joint Development Commissioner (IWMP)

**Minutes of the meeting of Technical Experts of WDCs held on 12/11/2014  
at 10.30 am in the Chamber of Joint Development Commissioner (IWMP) &  
Administrative Officer, SLNA, Commissionerate of Rural Development,  
Thiruvananthapuram**

Meeting Started at 10.30 am with Joint Development Commissioner in Chair. The Joint Development Commissioner had explained about different aspects of implementation of IWMP Programme in the State. He has stated that the progress in implementation of IWMP is very poor. It is noticed that in many projects, the allotted funds are kept idle for a long period. They are also reluctant to refund the idle funds to SLNA even after repeated directions. This kind of insubordination shall not be tolerated any more, and disciplinary action will be proposed against the erring officers. After reviewing the progress of IWMP projects, the following decisions were taken:-

1. The Technical Experts (Agriculture) of WDCs should conduct review meeting of Watershed Committee Secretaries and WDT members on a fortnightly basis and submit report to Project Directors, a copy of which should also be forwarded to SLNA. Project Directors in turn will conduct detailed review meeting of Block Development Officers, WDTs & WCSs on a monthly basis.
2. DPR from Idukki Block is long pending. Since Idukki district is included in the PM's Special Monitoring, urgent steps should be taken by the Project Director and Block Development Officer for submitting the DPR immediately.
3. It is noted with displeasure that the problems in connection with the preparation of DPR in Chittur Block is still kept unresolved. The WDC, Palakkad is directed to submit proposal for foreclosure of the project with proper notice.
4. All the projects under Batch V shall submit the DPRs on or before 31/12/2014 and batch VI before 31/3/2015
5. The Data on Land use Land Cover are available with KSREC. All WDCs should purchase the shape files of the same from KSREC, and keep it as a base document for planning and implementation of the scheme. The expenditure in this regard may be booked under Administrative cost of concerned PIAs.

6. GoI had directed to prepare a Coffee Table Book on IWMP implantation. In order to prepare the same, all WDCs are directed to submit fresh success stories (other than submitted earlier) with photographs immediately. Soft copies of the same should also be furnished through email.
7. As directed by the GoI, Convergence Matrix should be prepared by the PIAs and included in the DPRs of 5<sup>th</sup> and 6<sup>th</sup> batch of projects. WDCs should make necessary arrangements for conducting district & PIA level trainings for dissemination of information on Convergence Matrix. WDCs should also ensure coordination of all line departments for field level convergence.
8. The Technical Expert (Agriculture) of WDCs should be provided with vehicle facility for field level monitoring. If there is no vehicle available with PAUs to share, hired vehicles on govt. rate may be provided in essential circumstances. The expenditure in this regard may be met from the funds set apart for monitoring.
9. The WDCs are authorized to provide either Computer or Laptop to Technical Experts (Agriculture) for enabling them to work on DPRs, Shape files, MIS etc.
10. The PIA level data entry on MIS should be monitored by the Technical Experts of WDC on a regular basis. They should monitor the progress on a routine basis and ensure proper & error free data updation in MIS.
11. The WDCs shall obtain feedback from PIAs on the performance of WDT members and assess their outcome accordingly. Non-performing WDTs shall be terminated with proper notice. All the arising vacancies in the WDTs should be filled by WDCs without any delay.
12. WDCs should assess the quality of community level capacity building. They should work out innovative methods for community level capacity building, so as to reach out all categories of people. The Capacity Building plan may be modified accordingly. All WDCs are directed to submit Capacity Building Plan for 2014-15 immediately.
13. Based on the feedbacks received in the regional workshops on Production System Enhancement, all the PIAs are directed to prepare Production System Plan and start implementation of this component. Technical Experts of

WCDCs are directed to coordinate the plan preparation and implementation of the Production System component.

14. Current year's expenditure position in almost all the projects is below the expected levels. Hence all the PDs are directed to consider the matter very seriously, and take appropriate action for the speedy implementation of the projects. The meeting is resolved to propose disciplinary action against the responsible officers where the project is lagging behind the targeted achievement.
15. During January 2015, a State level campaign will be conducted from Kasargod to Thiruvananthapuram led by well known magician Dr.Gopinath Muthukad for the propagation of messages about IWMP.

The meeting concluded at 4.30 PM.

18/11/2014  
K.SHOUKATHALI  
JOINT DEVELOPMENT COMMISSIONER &  
ADMINISTRATIVE OFFICER, SLNA  
COMMISSIONERATE OF RURAL DEVELOPMENT  
- THIRUVANANTHAPURAM