

Minutes of the meeting

Uttarakhand Bamboo & Fiber Development Board – 11th Executive Committee Meeting

Venue: Office of the FRDC, GoUA, Dehradun

Date: 24-March - 2009

Time: 11:00 A.M.

Participants List Annexed: Annexure 1

The 11th Executive Committee Meeting of Uttarakhand Bamboo & Fiber Development Board was held at the office of the Additional Chief Secretary & FRDC (GoUA) on 24-March-2009 at 11.00 AM. The meeting started with a welcome address from the Chairperson of the board.

Agenda Point 11.1:

The proceedings/minutes of the 10th Board Meeting were unanimously approved and passed by the Board Members.

Governing body acknowledged & approved the same

Agenda No BM 11.2: Compliance Status of decisions taken at 10th Board Meeting

CCF/CEO, UBFDB presented the compliance status of the important decisions taken on 10th Board meeting before the executive Committee Members. Discussion & decisions on the points are as mentioned below.

Agenda of 10th board meeting	Recommendations of the Board Members	Discussion & Decision
3.1.1	<p>The chairperson directed that the progress of different projects should come out in a cumulative form, taking stock of the previous development that has taken place in the specific activity.</p> <p>Action Taken: The directions have been taken into consideration and the agenda points (BM 11.3 to BM 11.11) are in compliance to the directions provided.</p>	Governing Body Acknowledged & Approved the same

3.1.2	<p>It was directed by the Chairperson that, since UBFDB is the nodal agency for bamboo and fiber activities in the state, as such the Board should keep updated, cumulative record (Project wise/year wise/department wise) of all the bamboo plantation activities that are being implemented throughout the state. PCCF, Uttarakhand directed the member secretary that the task of maintaining/updating/reporting of bamboo related data throughout the state can be done by two nodal officers already nominated for bamboo related activities in Garhwal/Kumaon region of Uttarakhand.</p> <p>Action Taken The details of bamboo plantation programs being carried out in the state through 1. National Bamboo Mission 2. Special Component Plan & 3. ONGC are being presented in following agenda points (BM 11.3, 11.4 & 11.9)</p>	<p>Discussion: The Member Secretary, informed to Hon'ble members that bamboo plantation & nursery details has been prepared under various schemes implemented by the Board i.e. Special Component Plan, National Bamboo Mission & ONGC funded project. Smt. Veenashekhari, Addl. PCCF, Projects informed that the Forest Department has already nominated two DFO's as Nodal Officers for bamboo to maintain better coordination, implementation and documentation of bamboo related activities,</p> <p>Decision: The Chairperson directed that the directions should be issued by the Forest Department to Nodal Officer for compilation of data of Bamboo plantation, bamboo nursery (Mahila/Kisan Nursery) of all schemes implemented by Forest Department/Central Govt./UBFDB. Nodal officer will provide these data to UBFDB & Forest department up till 31st March 2009 and thereafter UBFDB will present the same to Addl. CS & FRDC on 5th April 2009.</p> <p>Action: CCF, UBFDB and PCCF Uttarakhand</p> <p>The Governing Body acknowledged & approved the same.</p>
3.1.3	<p>The Chairperson also directed that data so generated and reported should not overlap, as such GIS based tools should be used to ensure proper monitoring and reporting of data.</p> <p>Action Taken: As per the directions provided GPS readings are being recorded for different plantation programs. Reports of the same were circulated among the members present.</p>	<p>Governing Body Acknowledged & Approved the same</p>
3.1.4	<p>The Chairperson also directed that time frame of activities should be mentioned in the</p>	<p>Governing Body Acknowledged & Approved the same</p>

	<p>progress report to ensure compliance of the same in subsequent meetings.</p> <p>Action Taken: As per the directions the different projects being implemented by the Board through Annual Action Plans. Annual Action Plans for SRTT & NBM projects were circulated among members present.</p>	
3.2	<p>Sir Ratan Tata Trust Supported Project (2004-08) The Member Secretary informed that the Phase I of the Sir Ratan Tata Trust supported project entitled "Bamboo & Fiber Based Livelihood Promotion in Uttaranchal" (2004-08) under the Himmothan Pariyojana has been successfully completed, the Board members were appraised about this through a summarized note on the same.</p>	The Governing Body acknowledged & approved the same.
3.3	<p>New Project Submitted to Sir Ratan Tata Trust, Mumbai: The Member Secretary informed that the Phase I of the Sir Ratan Tata Trust supported project entitled "Bamboo & Fiber Based Livelihood Promotion in Uttaranchal" under the Himmothan Pariyojana will be completed on 31 May 2008. A new project for the second Phase is in a consultative phase with the Trust representatives.</p> <p>Present Status: Approval of Sir Ratan Tata Trust Supported "Bamboo & Fiber Based Livelihood Promotion in Uttarakhand-Phase II Project"</p>	The Governing Body acknowledged & approved the same.
3.4	<p>Establishment of Global NTFP Secretariat: The Member Secretary informed about the Global NTFP secretariat which is proposed to be set up in Uttarakhand, he further informed that in order to operationalized the proposed Secretariat, financial provisions have been made by the State Government Rs. 1 Crore. UBFDB has submitted a project proposal and action plan for the operationalization of the secretariat along with the initial activities that are to be carried out in year one. The Implementation of the same will be carried out as per the project</p> <p>Action Taken: As per the communication with the MOEF,</p>	<p>Decision: Chairperson directed that International/National Support will also be required for the establishment of Global NTFP Secretariat at Uttarkhand.</p> <p>On the point of creation of a State level NTFP cell, It was decided in the meeting that Forest Department has already proposed to create a CCF Level post for implementation of NTFP activities in the State. In future NTFP activities will be implement by CCF, NTFP.</p>

	<p>GOI, it was informed that under the present schemes it was not possible for the MOEF, GOI to financially support such an initiative.</p> <p>A meeting was held under the Chairmanship of PCCF, Govt. of Uttarakhand on the same with the INBAR representative Mr. Ralf Kwashick, Coordinator, Global NTFP, Partnership, INBAR in light with the developments of MOEF, GOI, it was decided that a state level NTFP cell can be created to undertake development related to NTFP and the budget provisions of Rs. 1 Crore made by the State Govt should be utilized for the same.</p>	<p>The Governing Body acknowledged & approved the same.</p> <p>Action: CCF, UBFDB and PCCF, Uttarakhand</p>
3.5	<p>Joining of an officer of the rank of Deputy Director Shri. R.P.Mishra The Member Secretary informed that Shri.R.P.Mishra had joined UBFDB on 3 March 2008</p>	<p>The Governing Body acknowledged & approved the same.</p>
3.6	<p>Nomination of Information officers under the R.T.I Act</p> <p>Action Taken:</p> <p>The following persons were nominated to work as Information Officers under RTI Act 2005.</p> <p>1.Mr. S.T.S.Lepcha Member Secretary/CCF/CEO (Appeal Officer)</p> <p>2. MR. R.P.Mishra Deputy Director (Public Information Officer)</p> <p>3. Mr.Sanjay Bahti (Assistant Public Information Officer)</p>	<p>The Governing Body acknowledged & approved the same.</p>
3.7	<p>MoU between UBFDB and Manas Kedar Bamboo & Fiber Self Reliant Cooperative.</p> <p>The Member Secretary informed that a cooperative has been registered by UBFDB under the Uttarakhand Self Reliant Cooperative Act. An MoU has been drafted and is being presented before the Board Members.</p> <p>Decision: It was decided that the MoU should be redrafted taking the experts advice on the same, the MoU should be simple/legally and financially sound, the draft will be circulated for final approval.</p> <p>Action Taken: The draft MoU was discussed with the Chartered Accountant, UBFDB, the MoU was circulated to the Governing Body members vide letter no 467/1-A dated 8-July-2008). Further to the circulation the MoU was signed on 22-July-2008).</p>	<p>Sh. R.Sahni (Chartered Accountant) present in the meeting, informed that he had given his opinion on all financial aspects, however the MoU will still require legal opinion from Civil Advocate upon which it will be appropriate to sign the MoU.</p> <p>The Governing Body acknowledged & approved the same.</p>

4.1	<p>Discussions were held on the organizational structure & financial approval, Chairperson said that there is a substantial increase in the scale of operation of UBFDB National and State schemes are being carried forward by the Board for the development of bamboo and natural fiber sector and there is a need for maintaining continuity in the schematic implementation. The Additional Secretary, Forest informed that the structure of the Board would be reviewed and passed at the earliest.</p> <p>Status: The matter is pending with the Govt. of Uttarakhand</p>	<p>Issue of Organization Structure & financial support to UBFDB by the State govt., Dr. Malvika Chuahan, Program Manager, Himmothan cell informed that at present UBFDB doesn't have any HRD structure & also don't have funds for HRD, she has suggested to a long term sustainability of the UBFDB Govt. should provide yearly financial provision for the same in yearly budget.</p> <p>The Chairperson directed to Addl. Secretary, Forest & Environment-2, Govt. of Uttarakhand, provision of Rs.50 Lakh should be made every year in annual budget of Forest Department for long term sustainability of the UBFDB from the F.Y. 2009-10.</p> <p>Chairperson informed that the Govt. has recently passed structure of DMMC. Chairperson directed that UBFDB can be considered on DMMC pattern for their organization structure. Chairperson schedules a meeting on 5th April 2009 in this regard.</p> <p>The Governing Body acknowledged & approved the same.</p> <p>Action: Addl. Secretary, Forest & Environment-2, Govt. of Uttarakhand and CCF/CEO, UBFDB</p>
4.2	<p>Bamboo Plantation Project The member secretary informed the Board members that UBFDB had submitted a five year Bamboo plantation and Development project, the project cost was Rs.2429.52 Lakh, the said project has been approved by the Govt. of Uttarakhand the approved project cost is Rs. 2069.88 Lakh. The approximate budget for the (2007-08 & 08-09) is Rs. 7 Crore. A detailed letter has been sent to the</p>	<p>Member Secretary, UBFDB informed that Govt. of Uttarakhand has approved Rs.4 crore for the implementation of the 1st year activities of the project. Releasing of funds from the Forest Department is expected. The proposed works in the projects would be carried out through Forest Department/UBFDB proposals for which have already</p>

	<p>CCF, Planning & Financial Management for its utilization & the project will be implemented as per the project schedule.</p>	<p>been received at the board. The Chairperson directed that the release of budget to forest divisions should be in accordance with the G.O.No. 435/x-2-2009-12(46)/2006 dated 4 March 2009.</p> <p>The Governing Body acknowledged & approved the same</p> <p>Action: CCF/CEO, UBFDB</p>
4.3	<p>New projects submitted</p> <p>The member secretary informed that discussions were held with senior officers of Oil and Natural Gas Corporation (ONGC) to support Bamboo/Hill Bamboo/Natural Fibers/NTFP based activities in Uttarakhand. Proposals have been submitted by UBFDB for the same, in the event of approval the implementation will be carried out by UBFDB as per the project schedule</p> <p>Status: ONGC has approved the project and the first installment has been released. Please refer to for the status of the project.</p>	<p>Chairperson was updated on latest development in the project</p> <p>The Governing Body acknowledged & approved the same</p>
4.4	<p>UBFDB Registration renewal</p> <p>The Member Secretary informed that UBFDB was registered on 7th July 2003 under the Societies Registration act 1860 for five year duration. And the renovation of registration is due on 6th July 2008.</p> <p>The Member secretary informed that as per the direction provided by the State Govt to rename the organization (Uttaranchal Bamboo & Fiber Development Board to Uttarakhand Bamboo & Natural Fiber Development Board), it was further informed that as directed information for the change was sent to the Societies Registration Office.</p> <p>The Chairperson directed that the registration should be renewed as per the norms of the Societies registration Act and also to initiate the process of renaming Uttaranchal Bamboo & Fiber Development Board to Uttarakhand Bamboo & Fiber Development Board.</p>	<p>The Governing Body acknowledged & approved the same</p>

	<p>Action Taken: The registration of UBFDB under the Societies Registration Act-21, 1860 has been renewed for five year from 7-July-2008. The name of the Board i.e. Uttaranchal Bamboo & Fiber Development Board has been renamed as “ Uttarakhand Bamboo & Fiber Development Board”</p>	
4.5	<p>Formation of a Private or Public Limited Company The Member Secretary suggested that in order to function on purely commercial scale different avenues of operations can be explored, such as a private limited company / public limited company or any such entity that assures long term sustenance of the organization and its mandate.</p> <p>It is being suggested that a Public Private Limited Company be established the potential partners in this can be</p> <ol style="list-style-type: none"> 1. UBFDB 2. Cooperatives established by UBFDB 3. GMVN 4. Uttarakhand Forest Development Corporation <p>The National Mission on Bamboo Application is ready to provide soft loan for this venture, for technical assistance and equity the possible institutions can be INBAR (International Network for Bamboo & Rattan), RV TIFAC, Bangalore etc.</p>	<p>Member Secretary, UBFDB informed that issue has been discussed with MD, Garhwal Mandal Vikas Nigam. Member Secretary also informed that An abandoned flush door factory of GMVN has been seen which can be taken up from GMVN for various products of bamboo.</p> <p>Chairperson directed that all the details regarding all the assets & liabilities dues of the factory should also take up from the Garhwal Mandal Vikas Nigam. UBFDB should take lease for the same after the all satisfaction.</p> <p style="text-align: right;">The Governing Body acknowledged & approved the same</p> <p style="text-align: right;">Action: CCF/CEO, UBFDB</p>

BM 11.3- Progress of National Bamboo Mission

Member Secretary, UBFDB presented status paper of the National Bamboo Mission Project implemented by UBFDB.

The Governing Body acknowledged & approved the same

BM 11.4 - Progress of Special Component Plan

Member Secretary presented status paper of the Special Component Plan Project implemented by the.

The Governing Body acknowledged & approved the same

BM 11.5 - Progress of Social Welfare Supported Project for Tharu community

Member Secretary informed & presented paper of the Progress of UBFDB implemented Social Welfare Supported Project for Tharu community

The Governing Body acknowledged & approved the same

BM 11.6 - Progress of NMBA Funded Project

Member Secretary informed & presented paper of the Progress of UBFDB implemented NMBA Funded Project.

The Governing Body acknowledged & approved the same

BM 11.7 - Progress of Department of Biotechnology Funded Project – 1

The Member Secretary presented the progress of the Department of Biotechnology Funded Project - Locational Trial Project for Development of Package of Practice of Bamboo Plantations for different end use.

The Governing Body acknowledged & approved the same

BM 11.8 - Progress of Department of Biotechnology Funded Project – 2

Member Secretary presented the Department of Biotechnology Funded Project Network Programme for Establishment of Demonstrations of Bamboo Plantations in Uttarakhand.

The Governing Body acknowledged & approved the same

BM 11.9 - Progress of ONGC supported Project

Member Secretary presented the progress of the ONGC supported project on ringal plantation for ecological conservation

The Governing Body acknowledged & approved the same

BM 11.10 - Progress of UPASAC Funded Nursery Development Project

Member Secretary presented the progress of the UPASAC funded different bamboo nurseries being developed by the Board

The Governing Body acknowledged & approved the same

BM 11.11 - Progress of SRTT Funded Project (Phase-2)

Member Secretary presented the progress of the Sir Ratan Tata Trust supported Bamboo & Fiber Based Livelihood Project-Phase II.

The Governing Body acknowledged & approved the same

AGENDA: BM.11. 12: Approval of Audited Balance Sheet F.Y 2007-08

The audited balance sheet for the financial year 2007-08 has been prepared and is being presented before the Board for its kind perusal and approval.

The Governing Body acknowledged & approved the same

AGENDA: BM.11. 13: Nomination of Assistant Information Officer under RTI

The position of Assistant Information Officer under RTI is presently lying vacant from 2-Feb-2009, the suggested name for the position is of Mr.Vimal Dhiman, Manager Forestry.

The Governing Body acknowledged & approved the same

AGENDA: BM.11.14: Approval of Annual Action Plan SRTT supported project

The project proposal entitled "Bamboo & Fiber Based Livelihood Promotion in Uttarakhand-Phase II has been approved by the Sir Ratan Tata Trust, Mumbai dated October 15-2008. The annual action plan for the project has been prepared after due consultation with the Trust representatives and was presented before the Board.

The Governing Body acknowledged & approved the same

AGENDA: BM.11.15: Annual Action Plan National Bamboo Mission

The Annual Action Plan for the National Bamboo Mission –Uttarakhand have been prepared and approved by the State Level Steering committee formed for the same. The same was presented before the Governing Body.

The Governing Body acknowledged & approved the same

AGENDA: BM.11.16: Finalization of Growth Pole Chamoli DPR.

The Chamoli Growth Pole DPR project of the National Commission for the Unorganized Sector, NCEUS, New Delhi was discussed during the meeting held at the Planning Commission, GOI, New Delhi, Mr. Anup Wadhawan, Secretary Forest Govt. of Uttarakhand participated in the meeting, the planning commission has principally agreed upon the different Growth Pole DPRs including the Chamoli Growth Pole DPR.

Discussion & Decision

The Member Secretary informed that the UBFDB had been appointed the nodal agency for the preparation of detailed project report for the Growth Pole Chamoli Project. The DPR has been prepared and presented and approved by the NCEUS.

The implementation phase will be initiated after the approval by the Govt. of India in this regard the Member Secretary informed that the Growth Pole project involves a large number of stake holders and departments as such would require substantial inter-departmental coordination. It was suggested by the Chair person that taking into consideration the proposed identified activities under the Growth Pole project, a meeting can be scheduled under the Chairmanship of Addl. Chief Secretary & FRDC, Govt. of Uttarakhand with the concerned departments, wherein a suitable agency/department can be identified or institutional mechanism suggested in the DPR can be discussed in detail for further action in successful implementation of the Growth Pole project.

Action: CCF/CEO, UBFDB

AGENDA: BM.11.17: Operationalization of Chamba carding plant of KVIB

Uttarakhand Bamboo & Fiber Development Board is in the process of developing value added products from some of the prioritized fiber yielding species of Uttarakhand that are in relative abundance and are presently underutilized. In this regard, a need for carding facility was felt strongly, deliberations were held with Khadi & Village Industries Board regarding the unutilized carding plant at Chamba, Tehri Garhwal. The approval has been granted by KVIB (**Annexure - 19**). Further to the approval, UBFDB has restored the electricity connection and the plant is in operation.

Discussion & Decision

Member Secretary, UBFDB informed that KVIB has handed over their Chamba Carding plant to UBFDB. After restoring the electricity connection the plant has been made operational. However, since the machines available at the plant were not in use for last few years a lot of wear & tear happened while making the machines run for the first time. Since then the machines have been repaired to card some fiber material. However, these machines have been designed for carding the wool and not exactly fit for carding the natural fibers. It was suggested that a project proposal can be submitted to UCOST or any other funding agency for developing a specified carding machine and up gradation in line with the requirements of the present raw material being used (Plant based fibers).

Governing Body Acknowledged & Approved the same

Action: CCF/CEO, UBFDB

AGENDA: BM.11.18: Formation of steering committee for International Year of Natural Fibers (IYNF 2009)

United Nations has declared the year 2009 as the International Year of Natural Fiber, since the Board has the mandate for promoting the natural fiber sector in Uttarakhand.

A meeting was held under the Chairmanship of Additional Chief Secretary & FRDC, GOUK, during the meeting it was decided that a Secretariat be formed for Coordinating the activities for the IYNF 2009 under the chairmanship of the PCCF-Uttarakhand (The minutes of the meeting are annexed).

The Governing Body acknowledged and approved the same

AGENDA: BM.11.19: Proposed International workshop on Bamboo housing in Uttarakhand

Discussions are being held with the International Network on Bamboo & Rattan (INBAR) regarding the possibilities of conducting an International workshop on Bamboo based housing in Uttarakhand, discussions in this regard were held with the Resident Manager South Asia Regional Office-Delhi, the details of discussion are annexed.

The International workshop is proposed to be held in the month of October 2010.

Decision:

The Chair person directed that before the conduction of the workshop a detailed cost-sharing percentage, roles and responsibilities of the respective agencies for the proposed workshop should be clarified and agreed upon between INBAR and UBFDB

The Governing Body acknowledged and approved the same

Action: CCF/CEO, UBFDB

AGENDA: BM.11.20: Appointment of Chartered Accountant

M/s R.Sahni & Co. (Chartered Accountant) had been appointed the Chartered Accountant for UBFDB for the F.Y 2007-08. The services of the firm are found to be satisfactory and can be extended for another F.Y i.e. (2008-09)

The Governing Body acknowledged & approved the same

AGENDA: BM.11.21: Certificate for Importer-Exporter Code (IEC)

Further to the directions provided by the Chairperson, UBFDB, in order to facilitate International marketing of the different bamboo & natural fiber value added products being developed by the Board a certificate for Importer-Exporter has been obtained from the Director

General Foreign Trade (DGFT), Dehradun the IEC Number is 6108001208 and date of issue is 29-Jan-2009.

The Governing Body acknowledged and approved the same

AGENDA: BM 11.22: Any other points to be taken up with the permission of the Chairman

Following point were discussed in the meeting in the permission of the Chairperson:

- 11.22.1 Member Secretary, UBFDB informed that Rural Development Department, Govt. of UK has handed over 4 number shops at Hastship Kala Kendra, Sahastradhara Road, Dehradun to UBFDB vide letter no72/PMURD/2009 dated 5th March 2009. Currently these shops are being designed for their interiors. Products have been identified for keeping in the shops for sale, which are under production in different clusters.

Decision:

Chairperson directed to UBFDB that all the interior design, required electrification & other necessary works should be completed in the shops allotted to UBFDB at Hastkala Ship Kendra, Sahastradhara road and display the identified products for sale from 1st May 2009. He also directed marketing/sales arrangements should be chalked out in detail.

The Governing Body acknowledged and approved the same

Action: CCF/CEO, UBFDB

- 11.22.2 Member Secretary, UBFDB informed that Orders for construction of bamboo house and gazibo structures/view points on yatra routs worth Rs.104.99 Lakhs has been received from Forest Department under the Eco-tourism program.

The Governing Body acknowledged and approved the same

- 11.22.3 Member Secretary, UBFDB informed that UBFDB have two fresh joining under SRTT project.

- ❖ Sh. Pradeep Sati, Coordinator, Marketing & Promotion.
- ❖ Sh. Vikram Singh, Field Coordinator (Chamoli & Bageshwar Clusters)

Decision:

Chairperson directed that to discuss Marketing Strategy presently being perused by the Board for different end products developed by the Board and possibilities of strengthening the same a meeting should be scheduled on 5th April 2008.

The Governing Body acknowledged and approved the same

Action: CCF/CEO, UBFDB

11.22.4 The Member Secretary informed the Board members about the space limitation that the Board has been facing for quite some time. The Chairman informed that the Forest Department will be constructing a office building/complex in Chandrabadni where different offices of forest department will be housed, UBFDB should put up a proposal to the PCCF, Uttarakhand for allocating space for UBFDB also and directed that further discussion on the same should be done during the meeting scheduled to be held on 5-April-2009

The Governing Body approved the same

Action CCF, UBFDB & PCCF, Uttarakhand

11.22.5 The Chairperson informed the Board members that despite regular information regarding the Board meeting, the representatives of CIBART & Eland International are not participating in the Board Meeting. The members from these institutions have absent from last many Board meetings and therefore it is decided that their membership can be terminated.

The two new members for Executive Committee nominated for inclusion are

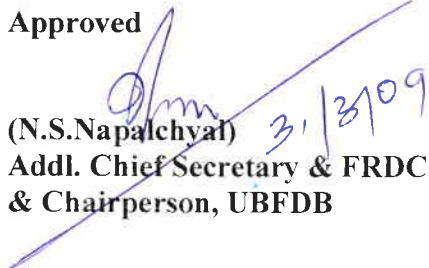
1. Mr. R.D.Dhobal, Director UCOST
2. Mr. Anil Joshi Director HESCO.

The Governing Body approved the same






The Meeting was concluded with a vote of thanks from the Chairperson.

(S.T.S.Lepcha)
CCF/CEO & Member Secretary
UBFDB

Approved


(N.S.Napalchyal) 31/3/09
Addl. Chief Secretary & FRDC
& Chairperson, UBFDB

Others Participants

Name	Designation	Signature
Veerha Sekhri	A to C f (Projects)	
Malvika Chauhan	Himmottan / SRTT	
S. C. Pant.	General Manager Forest Corporation Dehradun	
RAJIV SAHNI	CA STAT. AUDITOR MIDRANCHAL BAMBOO & FIBER DEV. BOARD	
Ranjan Kumar Mishra	Add. Secretary Forest & Envir	
S. T. S. Lepcha	CEO / M. Dir UBFDB.	