

**Minutes of Meeting Vth Board Meeting**  
**Uttaranchal Bamboo & Fiber Development Board Meeting**  
**Venue: Chief Secretary Office, Secretariat**  
**Date: 30-August-2005**

**The Fifth Board Meeting was held at the Chief Secretary's Office under the  
chairmanship of the Chief Secretary**

**Participants**

<b>S.No</b>	<b>Participants</b>	<b>Designation</b>
1.	Dr. R.S.Tolia	Chief Secretary, GOU/Chairman UBFDB
2.	Ms. Vibha Puri Das	FRDC, GOU/Vice Chairman UBFDB
3.	Shri. Ranbir Singh	Secretary, Forest, , GOU/Member, UBFDB
4.	Shri. B.S.Barfal	PCCF, Uttaranchal/ Member, UBFDB
5.	Shri. D.S.Tomar	M.D UAFDC/Member, UBFDB
6.	Shri. S.T.S.Lepcha	CCF/CEO UBFDB
7.	Shri Rajeev Oberoi	Secretary SPD, Dehra Dun / Member, UBFDB
8.	Shri Rajesh Thadani	Consultant & Representative SRTT, Mumbai
9.	Shri. Sibram Patra	Chief Project Officer (UBF) & Representative Eland Int. Pvt. Ltd
<b>Other Participants</b>		
1.	Shri Vimal Dhiman	Tech Coordinator
2	Shri. Sanjay Bahti	Documentation & Monitoring Coordinator
3.	Shri. Anand S. Rawat	Administrative Assistant

**Agenda 1**

The members of the board were informed about the proceedings of the IVth board meeting held on 10-February-2005

**Agenda 2**

The CEO UBFDB presented before the members the action taken on the proceedings of the IVth Board Meeting, which was unanimously approved by the board members.

Shri. S.T.S.Lepcha CCF/CEO Uttaranchal Bamboo Board informed the participants about the agenda of the meeting as per the proceedings of the IVth board meeting and the action taken thereupon.

**Agenda 3**

**Point 3.1**

**Amended by-laws of UBFDB**

The amended memorandum of association and the bye laws of the board were discussed, (agenda 6):- The CEO of the board informed that UBFDB is a not for profit organization and it requires an income tax exemption u/s 80 (g) and 12 (a) for smooth functioning of the board. The application of the board was rejected by the Income Tax Office saying

that the mandate of the board does not seem to be charitable. Therefore, the bye laws and MoA of the board have been reframed and certified by the registrar office.

The chairman suggested that a letter to this effect for all pending applications of various boards with the Income tax office may kindly be sent to the Income Tax Commissioner, Uttaranchal for necessary action.

### **Point 3.2**

#### **Selection of core executive Committee members**

##### **Chairman:**

It was suggested by the Chairman that since the governing board meets once in six months therefore, it is difficult for the board to make day to day decisions. He suggested that a core executive committee of 7 members should be made out of the governing board of 11 members. He suggested the names of the four members Chairperson, Vice Chairperson, Member Secretary and PPP member. The rest of the members can be selected later on by the FRDC.

For better coordination in the field, Hon Chairman suggested that a steering committee should also be made including Addl. PCCF (Planning), CF Garhwal, CF North Kumoun, CEO, UBFDB and GM, Van Nigam.

PCCF added to this point that it will help the board in taking important decisions and also in sharing the responsibilities of the decisions taken.

### **Point 3.4**

#### **Selection of board member**

Further to the meeting of Uttaranchal bamboo & Fiber Development Board and Bio-Fuel Board held on 4/6/05 and the subsequent letter wide reference number 16-15(3) P-2 dated 23-July-2005 along with the minutes of the meeting, point 2 of the proceedings referred to the transfer of Chairmanship of UBFDB from the Chief Secretary to the FRDC.

The Chief Secretary/Chairman, UBFDB officially handed over the charge to the FRDC, the new Chairperson of the board, which was agreed by all the board members.

The Forest Secretary, Govt. of Uttaranchal was unanimously elected as the new Vice Chairman of the Board, which was agreed by all the board members.

FRDC suggested that since the mandate of the board is mainly of the livelihood generation, therefore, Sec RD can be incorporated as an executive member of the governing body and the executive committee.

Shri Rajesh Thadani seconded to the suggestion made by FRDC.

### **Point 3.5**

#### **Accounting Procedures**

Regarding the accounting procedures being followed, the Chairman informed that the board should follow all necessary financial norms as required. Mr. Lepcha informed that a financial manual has already been prepared and being followed by the board. It was suggested by the Hon'ble Chairman that the accounting and procurement norms should be compliance with other boards. Therefore, Accounts officer of the board should also study the financial norms of other similar bodies of the state.

Other issues discussed during the board meeting on the basis of the IV board meeting

Mr. Rajeev Oberoi suggested that as the activities of the board are expanding and new recruitments would also be required the board should develop a sound recruitment policy as per the established norms like advertising in leading newspapers, to this the FRDC informed that the standard procedures had been applied by the board in its past recruitment.

### **Point 3.6**

#### **Market Initiatives**

FRDC: Expressing her views on the stated issue that the board should produce such catalogues on an annual basis with a different issue being addressed each year for e.g. an year can be dedicated to developing souvenir items, next year furniture and so on.

FRDC also suggested that a composite model of different package and practice developed by the board in various trainings or researches should be documented and standardized.

Hon' Chairman further suggested that such models should be given the shape of project concepts, and such project concepts should be such that they make a sense by itself, such compiled concepts can be sent to the FRDC.

FRDC added that such concepts should be a project in themselves and they can be sent as models for retailing. UBFDB should act as service provider with such models. These models should be developed for the various activities being carried out by the board, quoting an example it was also stated that such models should cover the various aspects and range for example a nursery of a particular size or a plantation area and ideal package of practices that can be replicated in other areas also.

Shri Rajesh Thadani said that manuals should be developed for the farming and rural communities about the various species of bamboo and their respective usage such as fodder, furniture, edible bamboo etc. He also said that categorization of bamboo species should also be done for such specific uses in terms of the species, harvest cycle etc.

FRDC also said that the board can approach the FRDC for funding required for project preparation.

**Point 3.7**

**Cultural operations**

Hon Chairman suggested that for the thing like cultural operations the department should involve local community and launch an incentive based programme.

**Point 3.8**

**Progress Report UBFDB**

**Chairman**

The Hon. Chairman directed that the board should prepare monthly progress reports, and the annual report should also be made as per the norms of the societies registration act.

**Point 3.9**

**Common Facility Center**

**Chairman**

For the operationalization of the common facility center at Paniyali Hon. Chairman said that a scheme should be developed for this purpose and suitable partner be identified, an MOU can be signed

**Point 3.10**

**Plantation activities of Uttarakhand Bamboo Foundation**

Speaking on the Plantation activities of the Uttarakhand Bamboo Foundation Hon. Chairman said that as per the tripartite agreement between 1. Uttarakhand Government 2. Forest Development Corporation and 3. Eland International Private Limited, UAFDC has to sign an agreement with the Van Panchyats beneficiaries for the buy-back of the bamboo produce, therefore the Uttarakhand Forest Development Corporation should start signing buy-back agreement with the Van Panchyats beneficiaries.

**Point 3.11**

**Creation of a Livelihood Centric Board**

Hon Chairperson said that since UBFDB has established its brand equity, it will not be advisable to change the name of the Board. New livelihood based plant species can be added on to the activities of the board as suggested by the Hon Minister of Forest, GoUA, since a board for Jatropha has already been established apart from Jatropha other livelihood based plant species can be incorporated into the board's activities.

**Point 3.12**

**Annual Work Plan "Bamboo & Fiber Based Livelihood Promotion project for Uttarakhand"**

The Sir Ratan Tata Trust funded project is being implemented by UBFDB, Shri S.T.S. Lepcha presented before the members the achievements of the previous years work plan (2004-2005) Shri. Sanjay Bahti (Documentation & Monitoring Coordinator) presented the annual work plan for the year 2005-2006, the work plan was unanimously approved by the board members.

#### **Agenda 4**

#### **Other Points discussed during the meeting**

##### **Point 4.1**

##### **Corpus Fund**

It was informed by the Hon. Chairman that in his circular "Post 51st NDC", he has advised that all Boards, which have been constituted in Uttaranchal, should be assisted through the state budget. UBFDB should pursue the issue.

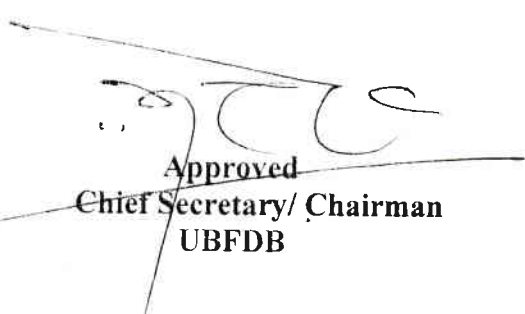
##### **Point 4.2**

##### **Uttaranchal Bamboo Foundation**

Shri. S.T.S.Lepcha informed the Board members that a project for bamboo plantation was submitted to the Government of Uttaranchal by Uttaranchal Bamboo Foundation. A sum of Rs. 5.0 crores was released to the Board which was transferred to the foundation with the permission of the Chairman UBFDB.

The Chief Secretary concluded the meeting with a vote of thanks to all the Board members and also informed the members, that since this is the last meeting that he is presiding over as the Chairman of the Uttaranchal Bamboo & Fiber Development Board he would like to avail the opportunity by thanking the Sir Ratan Tata Trust through Shri. Rajesh Thadani & Shri Arun Pandhi, for their help, assistance and encouragement. Dr Tolia also praised the cooperation of the board members and the dedicated efforts put by Shri. Lepcha, CEO & his team members. The Board has now acquired recognition in a very short time due to Boards clear strategy. This needs to be further strengthened

He added that although he will not officially be presiding the Board but being a citizen of Uttaranchal he will certainly be enquiring about the progress of the Board and its activities from time to time.

  
Approved  
Chief Secretary/ Chairman  
UBFDB

  
S.T.S. Lepcha  
CCF/CEO  
UBFDB