

## **Minutes of the meeting**

**Uttaranchal Bamboo & Fiber Development Board – VIII Board Meeting**

**Venue: Office of the FRDC, GoUA, Dehradun**

**Date: 22-May -2007**

**Time: 4:00 P.M.**

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***Participants List Annexed: Annexure 1***

The Eighth Board meeting of Uttaranchal Bamboo & Fiber Development Board was held at the office of the Principal Secretary and FRDC (GoUA) on 22-May-2007 at 4.00 PM during the meeting the following points were discussed.

The Chairperson welcomed the other members of the Board

### **Participants List-Annexed**

#### **Agenda Point 1: Proceedings of the last Board Meeting**

The proceedings/minutes of the 7<sup>th</sup> Board Meeting which had been circulated were discussed during the Board meeting and were unanimously passed by the Board Members.

**The Board acknowledged and approved the same**

#### **Agenda Point 2: Action taken on the points raised during the 7<sup>th</sup> Board Meeting**

##### **Agenda Point 2.1 : Formation of bamboo housing team.**

The Member Secretary of UBFDB Mr. S.T.S.Lepcha informed the Board members about the potential of Bamboo housing sector In Uttarakhand it was also informed that in the initial years focus will be on developing demonstration structures in different parts of the state.

Secretary Forest suggested that a technical representative of the Board should contact the National Rural Design Institute- Hyderabad as the institute has done good work in Bamboo based housing especially housing designs related to disaster management.

#### **Progress:**

Updating the Board members, the Member Secretary informed about the recent developments in the bamboo housing sector. It was also informed that the bamboo houses that are being constructed by the Board are following the required National Bamboo Codes approved by BIS (Bureau of India Standards).

**The Board acknowledged the same**

## **Agenda Point 2.2: Institutional Support to UBFDB**

The member secretary informed the members about the proposal sent by the Board for institutional support. Secretary forest suggested that under the present administrative norms it is better to provide institutional support through annual budget of Forest Department. The Chairperson suggested that a mechanism for the same should be suggested and care should be taken to retain the flexibility and innovative nature of the Board.

### **Progress:**

On the issue of Institutionalization of the Board, the Member Secretary informed that UBFDB, since its establishment is sustaining itself through projects, and in that the core support is being provided by Sir Ratan Tata Trust supported project. The Principal Chief Conservator of Forests and Member UBFDB informed that since Uttaranchal Bamboo & Fiber Development Board is facilitating bamboo plantation exercise on a large scale through the Forest Department, the Bamboo that is being grown will be harvested through the Uttarakhand Forest Development Corporation (UAFDC) which will become a source of revenue for the Corporation as such the UAFDC should support the Institutionalization of UBFDB.

### **Decision during the meeting**

The PCCF suggested that Steering Committee under the Chairmanship of Additional PCCF (Planning), Govt of Uttarakhand should provide recommendations for the same, and submit it to the UAFDC for consideration. It was decided that the recommendations in the form of proposal for Institutional support should be made and submitted to UAFDC for support.

**Action UBFDB**

## **Agenda Point 2.3 Role clarity between Uttaranchal Bamboo & Fiber Development Board and Uttaranchal Bamboo Foundation and their roles and responsibility.**

### **Decision during the meeting**

Regarding the role clarity between the Uttaranchal Bamboo & Fiber Development Board (UBFDB) and Uttaranchal Bamboo Foundation (UBF), Forest Department, UAFDC & other Govt. departments the Member Secretary clarified the role and responsibilities, it was further suggested by the Member Secretary, that in order to further clarify the role and responsibilities of the respective stake holders the steering committee under the Chairmanship of the Additional PCCF(Planning)F.D wills provide their recommendation & the recommendations of the same be put forth before the Chairperson-UBFDB.

**(Action: UBFDB, UBF, UAFDC, FD)**

**Agenda Point 2.4 Financial report of the Board should also include performance budgeting, depreciation should be charged; unpaid liabilities should also be mentioned in the financial report.**

**Decision during the meeting**

Discussions were held and it was suggested by Mr. Rajeev Oberoi (Member UBFDB) that charging of depreciation is commonly followed by organizations and institutions and UBFDB should also work accordingly.

**(Action UBFDB)**

**Agenda Point 2.5 : Resource Book/Catalogue of products**

The Member Secretary informed about the recent developments in this regard

**The Board acknowledged & approved the same**

**Agenda Point 2.6 : Monitoring mechanism for the bamboo plantation activities.**

**Discussion and Decision during the meeting**

The Chairperson suggested that any bamboo plantation monitoring exercise that is to be conducted should be a GIS based monitoring. The representative of the Himmothan Cell Dr. Malvika Chauhan informed that UBFDB has already submitted a project proposal for plantation monitoring that is a Remote Sensing/GIS based.

**Agenda Point 2.7 : In order to increase community ownership & participation formation of a cooperative was suggested**

The Member Secretary informed that the process of formation of a cooperative are completed and a letter has been sent to the Assistant Registrar cooperative & Societies- Dehradun for registration of the cooperative.

**The Board acknowledged the same**

**Agenda Point – 3**

**Agenda Point 3.1 of 3 : Work Plan of National Bamboo Mission**

Regarding the new scheme of National Bamboo Mission (NBM) the Member Secretary informed about the approval of NBM scheme of the Ministry of Agriculture & Cooperation. The member secretary also updated the Board members of the work plan of NBM as approved by the State Bamboo Steering Committee it was also informed that the guidelines of the NBM/UBFDB financial manual are being followed.

**The Board acknowledged and approved the same**

**Agenda Point 3.2 of 3 : Formation of Bamboo Development Agency (BDA) under National Bamboo Mission (NBM)**

The Member Secretary updated the Board Members regarding the formation of Bamboo Development Agency he informed that UBFDB will work as BDA for Uttarakhand and the CEO/CCF UBFDB will work as the Mission Director of State NBM.

**The Board acknowledged and approved the same**

**Agenda Point 3.3 of 3 : An Assistant Project Coordinator, Project Associate, Project assistant have been temporarily provisioned to carry out the project related activities of NBM.**

Regarding the temporary provision of Assistant Project Coordinator, Project Associate, Project Assistant whose remuneration is being met out by the National Bamboo Mission Project. The Chairperson recommended that the provision for project staff should be as per the duration of the project.

**The Board acknowledged and approved the same**

**Agenda Point 3.4 of 3 : Resignation of M.D.Badoni- Accounts Officer**

Regarding the resignation of previous Accounts Officer, the Member Secretary informed that presently the accounts of the Board are being looked after by Mr. Sunil Joshi, who is being remunerated by the Sir Ratan Tata Trust Supported Project.

**The Board acknowledged and approved the same**

**Agenda Point 3.5 of 3 : Corpus Fund/Revolving Fund**

Regarding the Corpus Fund/Revolving Fund, a mechanism of Institutional charge was suggested by the Member Secretary. It was suggested that the UBFDB will charge (Institutional charge) which will be upto 20% of actual cost of the project. Out of which 85 % will be used to meet out the administrative expenses of the activity and 15% will be kept as corpus fund. The mechanism was discussed and approved by the Board.

**The Board acknowledged and approved the same**

**(Action: UBFDB)**

**Agenda Point 3.6 of 3 : Advisory Services**

The matter of empanelment of experts was discussed by the Member Secretary with the other members of the Board.

**Decision**

The Board members suggested that a list of such experts be made as required.

**(Action: UBFDB)**

### **Agenda Point 3.7 of 3: Remuneration provisions of project staff**

Regarding the provision of sharing of remuneration for the project staff handling more than one project it was suggested that it will be in the interest of the Board to continue the practice in future also. The Board members acknowledged and approved the same.

**The Board acknowledged and approved the same**

**(Action: UBFDB)**

### **Agenda Point 4 :**

**Any other points to be discussed by the permission of the Chairperson**

The other points that were discussed under the Agenda point No 4 are mentioned below.

**4.1** The member secretary informed that a project entitled “ Resource Assessment of Natural Fibers available in Uttarakhand having potential to be used for hand made paper making” has been approved jointly by Rural Technology Action Group (RuTAG) and Uttarakhand Counsel for Science & Technology (UCOST). The project is being implemented as per the guidelines & the report will be submitted to concerned department as per the project.

**The Board acknowledged and approved the same**

**4.2** The Member Secretary informed that a project entitled” Development of Commercially viable technologies for extraction of fiber from unexplored forestry species of Uttaranchal” supported by UCOST, which was previously being implemented through FRI, Dehradun has been shifted to UBFDB. The project is being implemented as per the project guidelines & the reports will be submitted to the concerned department as per the agreed schedule.

**The Board acknowledged and approved the same**

### **4.3 Opening of Bank Account in State Bank of India**

Presently the Board has project wise accounts in the following banks (1). P.N.B (2). I.O.B (3). Central Bank of India. As the work area of the Board is spreading in different remote parts of the state. In order to cater to the areas where branches of the above mentioned banks are not available. It is being suggested that in order

to carry out bank operations smoothly a separate bank accounts be opened in the State Bank of India, Dehradun.

**The Board acknowledged and approved the same**

- 4.4 The Member Secretary informed the Board Members about the project approved by UAFDC the major activity in the project involves intensive bamboo plantation about 200 Hectare area in the reserve forest of Haridwar & Tarai West Division. It was further suggested by the PCCF that issue like royalty and implementation process should be finalized in the steering committee under the chairmanship of Additional PCCF (Planning) and submit the same to the concerned authority.

**The Board acknowledged and approved the same**

**(Action UBFDB)**

- 4.5 Dr. Rajesh Thadani (Representative, Sir Ratan Tata Trust) suggested that apart from operational issues the Board Meeting should also become a forum to discuss the strategic and policy matters.

**The Board acknowledged and approved the same**

**(Action UBFDB)**

**The 8<sup>th</sup> Board Meeting was concluded with a vote of thanks from the Chairperson**



**Approved**

**Principal Secretary & FRDC  
Chairperson, UBFDB**



**(S.T.S. Lepcha)  
CCF/CEO**

*Annexure-1*

**List of participants in the VII Board Meeting**

S.No	Name	Designation	
1	Mrs. Vibha Puri Das	Principal Secretary & FRDC, GoUA	Chairperson - UBFDB
2	Mr. N. Ravishankar	Principal Secretary, Forest, GoUA	Vice Chairman- UBFDB
3	Mr. B.S. Burfal	Principal Chief Conservator of Forests, GoUA	Member
4	Shri.D.S.Tomar	M.D. Forest Corporation	Member-UBFDB
5	Mr. S.T.S.Lepcha	CCF/CEO UBFDB	Secretary
6	Dr.Rajesh Thadani	Representative Sir Ratan Tata Trust, Mumbai	Member- UBFDB
7	Shri. Rajeev Oberoi	CEO- Society of People for Development	Member – UBFDB
8	Mr. Manu Mayank	CEO –CIBART New Delhi	Rep-CIBART
9	Dr. Malvika Chauhan	Manager Himmothan Cell	Rep- SRTT