

**MINUTES OF THE MEETING OF MEL&D AGENCIES
HELD ON 29/10/2021 AT 3:00 PM IN THE OFFICE CHAMBER OF CEO,
SLNA, 4TH FLOOR AT BHUMI SANGRAKSHAN BHAWAN, ASSAM, R.G.
BARUAH ROAD, GUWAHATI- 5**

The meeting was chaired by Chief Executive Officer, SLNA, WDC - PMKSY, Assam and Joint Secretary to the Govt. of Assam Soil Conservation Deptt.etc.The meeting was attended by all the representatives of 5(Five) nos. of MEL&D agencies namely M/S NEDFi, M/S TERI, M/S AFC, M/S WAPCOS and M/S SCSI. The list of the representatives and the officials/staffs of SLNA present in the meeting is enclosed at **Annexure-I**.

In the beginning, the Chief Executive Officer, SLNA, welcomed all the representatives of MEL&D Agencies and a power point presentation was displayed to show the reports submitted by the agencies on the following.

1. **Impact Evaluation report of Batch-I, II & III projects:** SLNA prepared a compiled report of Impact Evaluation of Batch-I, II & III based on the report submitted by MEL&D Agencies. It is observed that there are few anomalies in some indicators like Employment Generation both Agriculture & Non- Agriculture, Nos. of Children Enrolled in Schools, Area of Watershed brought under Agriculture, Horticulture etc. which needs to be scrutinized properly. In this regard, the CEO, SLNA stated that SLNA will share the Compiled Report of Impact Evaluation including Batch-IV with all the MEL&D agencies for re-examination of the report and also directed to submit the correct report within 7(Seven) days to SLNA for onward submission to DoLR, GoI.

2. **Preparation of End Line Evaluation Report for Batch-IV projects:** The CEO, SLNA asked all the MEL&D agencies to submit the End Line Evaluation Report for Batch-IV projects on or before 30th November, 2021. The MEL&D agencies agreed accordingly and they informed that they will submit the report in the stipulated time. The CEO, SLNA also stated that in Batch-IV End Line Evaluation report the following information must be included:-
 - Report should be in L1, L2 and L3 format.
 - Summary report with pre-project and post-project status along with remarks (Increase/Decrease) for Batch-IV projects.
 - Watershed Development Fund (WDF) Account Status.
 - Details of Capacity Building Activities.



- Photographs of beneficiary with proper write up should be mentioned.
- Project Wise Financial & Physical Achievement upto 30.09.2021.
- Performance Report of the Projects (Good/Average/ Poor).
- Details of Convergence (if Any).
- Observation and Recommendation on various Activities under Batch-IV Projects.

The CEO, SLNA also instructed Computer Programmer to circulate the Guideline of WDF with all MEL&D agencies regarding WDF Account Status. *(Annexed herewith)*

3. **15 Minutes PPT of each agency on best practices adopted by WC and observation of completed schemes:** The MEL&D agencies namely M/s NEDFi, M/s WAPCOS and M/s TERI displayed their best practices as well as challenges involved in Batch- I to Batch-IV projects. In the presentation, it is also came to the notice that, in few schemes, the details of area benefited as well as beneficiary details are not mentioned properly. Regarding the schemes which are not in a good condition, the CEO, SLNA advised all the agencies to verify the condition of the schemes and inform to SLNA so that SLNA can direct the Project Manager of the district to repair the scheme using their available WDF fund.

After the threadbare discussion the following decisions have been taken:-

- I. All the MEL&D agencies should submit the End Line Evaluation Report on or before 30th November, 2021.
- II. All the MEL&D Agencies should submit the corrected report of Impact Evaluation from Batch- I to Batch-IV projects to SLNA within 7 (Seven) days.
- III. The 54 Nos. of Closure Reports of Batch-IV projects will be shared with all MEL&D agencies to verify their district report and if there any errors then inform the same to SLNA with proper justification for further necessary action.
- IV. All the MEL&D agencies should communicate with SLNA and informed the field status accordingly.

Annexure

Thereafter, the meeting ended with vote of thanks from the Chair.

*Approved
30/10/21*
Chief Executive Officer
SLNA, WDC-PMKSY, ASSAM
&
Joint Secretary to the Govt. of Assam
Soil Conservation Deptt., Dispur

Memo No.SLNA-07/2016/pt/IV-119

Dated Guwahati the 30th October , 2021

Copy to:-

1. P.S to the Principal Secretary to the Govt. of Assam, Soil Conservation Department and Chairman SLNA, WDC-PMKSY, Assam for kind information.
2. All the Representatives of MEL&D agencies.
3. All Divisional Officers cum Project Managers for their information and necessary action.
4. Office file.

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Chief Executive Officer
SLNA, WDC-PMKSY, ASSAM
&
Joint Secretary to the Govt. of Assam
Soil Conservation Deptt., Dispur