



Office of HP State Compensatory Afforestation Fund Management & Planning Authority
(HP State CAMPAA), Aranya-Bhawan, Talland, Shimla - 171 001.

16th Jul 14
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No. Ft. CAMPAA/48/2010/Exe.Com/Vol-II

Dated: Shimla-1, the

To

2 JUL 2014

1. Pr. CCF (WL) Shimla
2. Addl. Pr. CCF (Fin & Plg.)/ (FCA), Shimla
3. Addl. Pr. CCF (WP), Mandi/ (R&T), S/Nagar
4. Dy. Controller (F&A), Talland, Shimla.
5. Member Secretary, HP Eco Development Society, Forest Complex, Holta, Palampur. (HP)
6. Secretary General, HPPF, Uttam Bhawan, Near 103 Tunnel, Shimla- 171004.

Subject: Proceedings of 10th meeting of HP State CAMPAA - Executive Committee held on 09.06.2014.

Sir,

The Proceedings of 10th meeting of HP State CAMPAA -- Executive Committee, held under the chairpersonship of Principal CCF (HoFF), HP, on 09.06.2014, are sent herewith for information and further necessary action please:-

Encls. AA

Yours faithfully

Member Secretary

1-7-2014
Member Secretary,

HP State CAMPAA- Executive Committee
-cum- CF (CAT Plans), Shimla

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**PROCEEDINGS OF THE 10th MEETING OF EXECUTIVE COMMITTEE OF HP STATE CAMPA
held on 09.06.2014**

The 10th meeting of the Executive Committee of HP State CAMPA was held on 09.06.2014, under the chairpersonship of Principal Chief Conservator of Forests (HoFF), Himachal Pradesh at Shimla. Following members of the committee attended the meeting:-

Sr. No.	Name	Designation
1	S. S. Negi	Addl. Pr. CCF (CAT Plans), Shimla
2	Surinder Kumar	Addl. Pr. CCF (Fin. & Plg.), Shimla
3	Ajay Kumar	Addl. Pr. CCF (FCA), Shimla
4	S. K. Gupta	Director, FTI, S/nagar [Rep: Addl. Pr. CCF (R&T), S/nagar]
5	Inder Kumar	DFO (Hqrs) Wildlife, Shimla [Rep: Pr. CCF (Wildlife), S/nagar]
6	C. R. Panwar	Dy. Controller (F&A), Taland, Shimla
7	V. K. Sharma	Rep: Himachal Power Producers Forum, Shimla
8	Sandeep Singh Rana	NRM Co-ordinator [Rep: HP Eco Dev. Society, Palampur]
9	Anil Vaidya	CF (CAT Plans), Shimla

The agenda items discussed and decisions taken in the meeting are as under:-

AGENDA ITEM - 10.1

10.1: Action Taken Report on 9th Meeting of Executive Committee:

The Action Taken Report on the decisions taken in 9th meeting of the State CAMPA - Executive Committee held on 22.03.2014 is at Annexure – 1 (Pages: 02 to 07). The Executive Committee may like to peruse the same.

Decision Required: The Executive Committee may peruse the Action Taken Report of 9th meeting.

Decision Taken: The action taken report of 9th meeting was perused by the Executive Committee and approved the report except further decisions on the following issues:-

- (1) **Reconciliation of FCA Levies with Adhoc CAMPA:** The EC decided that the APCCF (FCA) will complete the task of reconciliation of FCA levies with Adhoc CAMPA at the earliest and provide detail of the same to State CAMPA.
- (2) **Preparation of Accounting Software for CAMPA:** The Committee decided that before proceeding further for the preparation of accounting software for CAMPA, the software being prepared for HPFD may be made functional and the experience of its success may be gained and evaluated. It was also suggested that the learnings of HP State Forest Development Corporation, where the accounting software is already in operation, be studied. It was decided that the decision on this issue be kept on hold till a thorough study of the existing softwares in operation is done as also the experience from departmental accounting software being prepared. CCF (IT) will take further action in the matter.
- (3) **Funding of ETF:** The committee decided that Addl. Pr. CCF (Fin. & Plg.), Shimla will take up the case with GoHP for getting separate budget line created for funding of Eco-



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Task Force. It was also decided that till separate budget line is created, the expenditure of ETF may be continued to be charged on the CAT Plan of Shongtong Karchham HEP.

- (4) **Procurement of GPS based Mobile Phones:** The Committee decided that in view of fast changing technologies, the GPS mobile phones have become obsolete and it will be more futuristic if investment is made in procurement of differential GPS rather than GPS based mobile phones. It was, therefore, decided that the procurement of GPS based mobile phones may be dropped. The Committee directed that CCF (IT) will study the pros and cons of usage of DGPS vis-à-vis mobile based GPS in view of the overall scenario and long term planning with regard to various IT enabled applications planned for the department.
- (5) **Funds Parked with Other Departments:** The committee decided that the Urban Development Department be requested either to submit the balance UCs or refund the funds, along with interest accrued thereon.
- (6) **Requirement of Multi-purpose Workers:** The Committee approved and decided that 4 (Four) No. Multi-purpose Workers may be engaged for CAMPA through service provider.
- (7) **Internal Audit of CAMPA:** The Committee decided that the process for getting Internal Audit of State CAMPA through a Chartered Accountant may be initiated.
- (8) **Monitoring & Evaluation:** The Committee decided that the focus should be given to get the monitoring of year-wise works done. It was also decided that instead of awarding the monitoring and evaluation of CAMPA works, to FRI on a single vendor selection basis, atleast three government institutions may be identified and be requested to offer their terms for undertaking this job. The Chairperson directed that Addl. Principal CCFs (CAT Plans), Addl. Principal CCFs (Fin. & Plg.) and Addl. Principal CCFs (FCA) will decide the issue by calling and evaluating the offers from the identified institutions.
- (9) **Enhancement of Wages of Contractual Staff of Rampur Circle:** The EC decided that a proposal for graded enhancement of emoluments based on length of service, of contractual Computer Operators of Rampur Circle may be placed before the Steering Committee for approval.
- (10) **Requirement of Data Entry Operators/Computer Operators:** The Executive Committee decided that a proposal for the engagement of 4 (Four) Data Entry Operators/Computer Operators (one each for CAMPA Hqs & MIS Cell and two for Circle Office Chamba) may be placed before the Steering Committee for approval.

AGENDA ITEM - 10.2

10.2: Progress Report of 2013-14

During the Year 2013-14, the size of approved APO was Rs. 79.18 crore which includes Rs. 53.50 crore against the release of 2013-14 and Rs. 25.68 crore against the balance amount of 2009-10 release. Against the total approved APO of Rs. 79.18 crore, an expenditure of Rs. 74.47 crore has been incurred up to 31.03.2014. In addition to this, an amount of Rs. 4.78 crore was also spent as spill over expenditure against the APOs of 2011-12 and 2012-13 taking the total expenditure during 2013-14 to Rs. 79.25 crore. The position in this respect is summarised as under:-



Sr. No.	Particulars	Amount (In Crores)
1	APO of 2013-14 approved by the Steering Committee	79.18
2	Funds received from Adhoc CAMPA as 2013-14 Release	53.50
3	Balance unutilised funds Available from 2009-10 release	25.68
4	Total Availability of Funds against 2013-14 APO	79.18
5	Funds utilised against 2013-14 APO	74.47
6	Balance Amount to be Spent during 2014-15	4.71

The sector-wise detail of approved APO of 2013-14 and expenditure there-against is as under:-

Sr. No.	Sector		2013-14	2011-12	2012-13	Total Expenditure
		Approved APO	Expenditure	Spill over Expenditure		
			(Rupees in Crores)			
1	NPV	17.99	15.88	0.15	2.72	18.75
2	CA	17.99	17.76	0.00	0.35	18.11
3	CAT Plans	37.26	37.00	0.00	0.19	37.19
4	Rim Plantation	0.00	0.00	0.00	1.19	1.19
5	WLMPs	5.62	3.51	0.00	0.00	3.51
6	S & WC Plans	0.32	0.32	0.00	0.00	0.32
7	Reclamation Plans	0.00	0.00	0.00	0.18	0.18
Total		79.18	74.47	0.15	4.63	79.25

Sector-wise and Circle-wise progress reports are at Annexure – 2 (i) to 2 (vii) (Pages: 13 to 63). The reports are, however, under reconciliation with the field and may vary slightly after final reconciliation.

Decision Required: The progress reports may kindly be perused and the expenditure of Rs. 79.25 Crore incurred during 2013-14 may be approved.

Decision Taken: The Executive Committee perused the progress reports of 2013-14 and approved these for placing before the Steering Committee.

AGENDA ITEM – 10.3

10.3: Revised APOs of 2013-14

The Steering Committee had approved the APO of 2013-14 for Rs. 79.18 crore as per sector-wise detail given below:-

Sr. No.	Sector	Approved APO for 2013-14 (In Crores)
1	NPV	17.99
2	CA	17.42



3	CAT Plans	37.83
4	Rim Plantation	00
5	WLMPs	5.62
6	S&WC Plans	0.32
7	Reclamation Plans	0
Total		79.18

During the course of implementation of 2013-14 APO, certain changes within the activities were necessitated due to practical implementation problems in the field, revision in norms, changes in estimated amounts, arising of additional activities/works to be undertaken on priority due to natural calamities and other unforeseen circumstances. Hence, certain changes within the NPV sector have taken place. The overall size of the APO as also the sector-wise allocation remains the same and only changes have been effected within the components and activities. The NPV APO has accordingly been revised to accommodate these changes. The Revised APO is placed at Annexure- 3 (Page: 64 to 66).

Decision Required: The Executive Committee is requested to peruse and recommend the revised APO for placing before the Steering Committee for its approval.

Decision Taken: The Executive Committee perused the Revised APO of 2013-14 and recommended for placing before the Steering Committee for its approval.

AGENDA ITEM - 10.4

10.4: Annual Plan of Operation for 2014-15

The Adhoc CAMPA, GoI has intimated that an amount of Rs. 80.0 crore will be released to the State CAMPA as its entitlement for 2014-15. The Annual Plan of Operation for the year 2014-15 has been prepared for Rs. 80.00 crore as per sector-wise detail given below:-

Sr. No.	Sector	Proposed APO for 2014-15 (In Crores)
1	NPV	20.34
2	CA	19.00
3	CAT Plans	36.00
4	WLMPs	4.20
5	S&WC Plans	0.43
6	Reclamation Plans	0.03
Total		80.00

The detailed APO is placed at Annexure- 4 (i) to 4 (vi) (Page: 67 to 110).

Decision Required: The EC may peruse and approve the APO of Rs. 80.00 crore for placing before the Steering Committee for its approval and then submission to Adhoc CAMPA for funding during 2014-15.



Decision Taken: The Executive Committee perused the APO for the Year 2014-15 and effected minor changes within the sector-wise outlay and recommended it for placing before the Steering Committee for approval.

AGENDA ITEM – 10.5

10.5: Additional Annual Plan of Operation against the Unutilised funds of 2010-11

During 2010-11, the Steering Committee had approved the total APO of Rs. 4201.36 Lakh which were submitted to Adhoc CAMPA against which an amount of Rs. 4216.56 Lakh was released to the State CAMPA. Thus, an amount of Rs. 15.20 Lakh was received over and above the amount of APO.

Against the approved APO of Rs. 4201.36 Lakh, an amount of Rs. 3100.93 Lakh has been spent up to 31.03.2014 leaving a balance amount of Rs. 1100.43 Lakh as unutilised. The activities against this unutilised amount have become infructuous over the period and needs to be substituted with fresh activities so as to utilise the entire released amount of Rs. 4216.56 Lakh of 2010-11. The detailed position in this respect is as under:-

Sr. No.	Name of Sector	APO approved and Submitted to Adhoc CAMPA	Amount Utilised up to 31.03.2014	Balance unspent Amount
1	NPV	1088.35	845.87	242.48
2	CA	39.84	65.53	- 25.69
3	CAT Plans	3073.17	1873.07	1200.10
4	Rim Plantation	0	148.74	-148.74
5	WLMPs	0	167.72	-167.72
Total		4201.36	3100.93	1100.43
6	Amount of Excess Release	0	0	15.20
Grand Total		4201.36	3100.93	1115.63

In order to utilise this unspent amount of Rs. 1115.63 Lakh, an additional APO has been formulated so that the entire release of 2010-11 is utilised and APO is completed. The Detailed APO is placed at Annexure- 5 (Page: 111 to 117).

Decision Required: The Executive Committee is requested to approve the utilisation of unspent amount of Rs. 1115.63 Lakh of 2010-11 and approve the proposed additional APO so framed for placing before the Steering Committee.

Decision Taken: The Executive Committee approved the re-appropriation of unspent amount of Rs. 1115.63 Lakh of 2010-11 by substituting the activities not undertaken so far with this additional APO, and recommended for placing it before Steering Committee for approval.



AGENDA ITEM - 10.6

10.6: Any Other Item

Any other item with the permission of chair.

Decision Required: The Chairperson may permit any other item for discussion and approval under this agenda.

Decision Taken: Following additional issues were discussed and decisions taken under this agenda item:-

- (1) **Requirement of Laptops and Colour Printers:** During the meeting, the need of Laptop computers and colour printers in HPFD Headquarters was highlighted. The committee decided that Four No. Laptop Computers and Two No. Colour Printers may be procured and provided to strengthen the CAMPA and other branches of HPFD who provide support in various CAMPA activities.
- (2) **Agenda for Proposed Studies:** The Committee decided that the agenda for undertaking following studies proposed in the NPV APO 2014-15 may be placed before the Steering Committee for its approval:-
 - i. Study on Medicinal and Aromatic Plants in Chamba and Chopal Divisions.
- (3) **Status Papers on IT/GIS/Awareness and Training Activities:** The committee decided that a status note on the activities carried out under IT, GIS, Publicity and Training components may be obtained from APCCFs (PFM)/(R&T)/(HRD) and CCF(IT) and placed before the Steering Committee.

APPROVED

Signature
Chairperson

HP State CAMPA - Executive committee
-cum- Principal Chief Conservator of Forests(HoFF), HP