

MINUTES – EXECUTIVE COMMITTEE (EC) – 5th MEETING

State Urban Livelihoods Mission Urban Development & Housing Department, Govt. of Bihar

The 5th Executive Committee meeting was held on December 27, 2017 at 04:00 P.M. under the Chairmanship of Shri Shishir Sinha, Development Commissioner, Government of Bihar in his Chambers to discuss the Agenda as placed by the Urban Development and Housing Department to report on progress of implementation of Deendayal Antodaya Yojana - National Urban Livelihood Mission (DAY-NULM), seek approval on Policies formulated for engagement of Community Resource Persons and Community Organisers and extension of PMC Contract.

Members Present: As per sheet enclosed.

The Chairman of the committee welcomed all the participants and directed the UD&HD team to commence the meeting. Shri Chaitanya Prasad, Principal Secretary, UD&HD introduced all the team members to the Committee and briefly described the Agenda of the 5th Executive Committee meeting and major achievements under the Mission.

The Agenda wise discussion and decisions taken are as follows:

Agenda Number	Agenda Item	Discussions held and Decisions Taken
Agenda 1/8	Confirmation of the minutes of the previous meeting held on February 06, 2017.	<ul style="list-style-type: none">• Proceedings of the last meeting held on February 06, 2017 were confirmed.
Agenda 2/8	The Action taken on the various items discussed during the previous EC meeting.	<ul style="list-style-type: none">• The Committee expressed its satisfaction over the Action Taken on the decisions taken at the last meeting. Accordingly the Action Taken Report was approved.
Agenda 3/8	Review of the Progress made from January 2017 to November 2017.	<p>The progress of the mission activities were presented and discussed. While overall achievements under the Mission were observed to be satisfactory, the progress under EST&P and SM&ID components were behind the targets.</p> <p>It was presented that EST&P component of the Mission was being implemented as per the policy developed by Bihar Skill Development Mission. Accordingly, the list of 203 Skill Development Centres (SDCs) spread over 42 towns were assigned to UD&HD by BSDM. Out of these 85 Centres were returned back to BSDM on account of either they did not fall into the urban limits or were not interested or were providing trainings in the courses, which were not</p>

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		<p>relevant in the urban context. 42 out of 55 Centres that had the trained trainers available, where already training started for 2444 beneficiaries. Principal Secretary, UDHD requested BSDM to assign more numbers of the SDCs, especially in the towns where SDCs were not given earlier, to the department so that annual targets could be achieved.</p> <p>Under the SM&ID component, 1202 SHGs were formed against the annual target of 5400 till November 2017, mostly by the ULBs with support of the CMMUs. It was informed that progress of the SM&ID component was affected due to non-availability of resource organizations, community resource persons and community organizers that were earlier engaged under SPUR program that concluded in March 2017. It was also presented that the department published RFPs for engagement of ROs but failed to conclude, as number of eligible bids were not received.</p> <p>The Principal Secretary, Dept. of Labour Resources, shared his concerns about the difficulties encountered by SDCs in mobilising trainees under EST&P component due to strict criteria set out for identification of urban poor. The criteria for identification of urban poor through food security card/list only had constrained SDCs to enrol trainees as most of the potential candidates mobilised failed to submit proof of registration under Food Security Act. Most of the eligible candidates were stated to have been migrated from rural areas or from other ULBs to major cities where educational and skill development facilities were available. However, they failed to produce the certificate of entitlement under Food Security Act of that particular ULB as their names did not appear in the Food Security Act list of these towns.</p> <p>He suggested that to those who had been listed under Food Security Act in any town or village of the state should be allowed to enrol in any town if they produce temporary residential certificate. The Principal Secretary, Dept. of Labour Resources informed that by linking registration of beneficiaries with Aadhaar credentials on BSDM portal, the chances of duplication had been eliminated.</p> <p>Decision Taken:</p> <p>Executive Committee approved provision of enrolment of potentials candidates having BPL Card or if listed</p>

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		<p>under Food Security Act in any towns / rural areas of the State, on production of temporary residential proof issued by the Appropriate Authority of the respective areas, under EST&P.</p> <p>State Urban Livelihood Mission was directed to submit its requirement of course and town wise list of Skill Development Centres to the BSDM, which would assign the Centres to it as per list provided.</p>
Agenda 4/8	Policy on Engagement of Community Resource Persons for implementing Social Mobilization Activities.	<p>Deliberations on the Policy formulated by the SULM to engage CRPs were done. UDHD informed that the SHGs formed under the Mission needed continuous handholding support for capacity building and management of their Federations.</p> <p>Initially CRPs were engaged in 25 ULBs by APMAS, the resource organization engaged under SPUR program. Since APMAS has now been withdrawn, monitoring and handholding support to SHGs in each town had become arduous due to lack of field level support organizations. With the extension of DAY-NULM program in all 142 towns of Bihar, the requirement of engaging CRPs had become a crucial factor for achieving the desired results.</p> <p>The Policy on engaging CRPs included following:</p> <p>(a) Roles and Responsibilities : Major responsibility of the CRPs would be to provide handholding support to CMMUs and SHGs in formation of new as well as strengthening of existing SHGs, Documentation and facilitation support for bank linkage, formation of ALF/CLF, Book keeping, handholding support to SHGs and other required assistance to SHGs and their federations.</p> <p>(b) Eligibility criteria:</p> <ul style="list-style-type: none"> • Active member of SHGs at least for a year, should be an office bear of the existing SHG, should be at least Matric, should not be a loan defaulter. Sincere to community service and ready to visit to other ULBs. Age between 20 to 55 years. <p>(c) Selection process:</p> <ul style="list-style-type: none"> • Nominations of eligible members as CRPs by ALF/CLF. Proceeding to be recorded. • Committee comprising of 3 members (President, Secretary of ALO/ CLF, City Mission Manager or

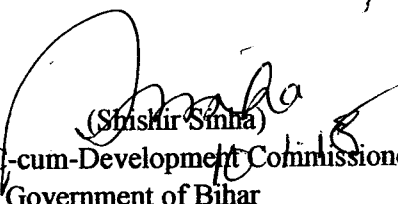
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		<p>representatives of Resource Organization) will prepare list of 2 to 3 most eligible candidates.</p> <ul style="list-style-type: none"> • The list of selected CRPs sent to ULBs for its approval along with Minutes of ALO's meeting. • Number of CRPs will be engaged on the basis of requirements for management of 10-15 SHGs & Management of 4-5 ALOs along with Management of CLF. However, the number of CRPs should be restricted to one CRP for 10-15 SHGs or 4-5 ALOs. <p>Honorarium: CRPs would be paid honorarium as per rules and criteria fixed under Jeevika / NRLM program.</p> <p>Decision Taken: CRP Policy was Approved.</p>
Agenda 5/8	Policy on Engagement of Community Organisers through ULBs	<ul style="list-style-type: none"> • As per DAY-NULM guidelines "COs had to be appointed in the City. Each CO would cover at least 3000 urban poor families. The COs would be recruited as per the requirement at city level subject to availability of funds. However at least one CO would be positioned in every city covered under NULM. • As per the Policy presented by the department, the position would be a contractual engagement, initially for two years. Renewal of contract will be done every two years based on performance appraisal." The payment towards salary and allowances will be limited to norms prescribed under NULM. The consolidated remuneration of the Community Organizers would be Rs.15,000 per month, which would be inclusive of all expenses and taxes. <p><i>Major Roles and Responsibilities of the COs would be:</i></p> <ul style="list-style-type: none"> • Mobilise community support and beneficiaries for all components of the DAY-NULM and other social security projects implemented through ULBs. • Organise periodic meetings / capacity building and awareness programs and Supervise and monitor skill-training programs. • COs will assist and support all activities carried out under the Mission. They will facilitate communities in forming into groups/federations. • Support implementation of development works such as community contracts, O&M of community assets etc.

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		<ul style="list-style-type: none"> • COs will also extend their support and services to other scheme as and when required. <p><i>Eligibility criteria:</i></p> <ul style="list-style-type: none"> • Educational qualification of this position will be at least intermediate (10+2) in any discipline. • Candidates should have at least 5 years of relevant experience in working with the community on social development out of which at least 3 years of relevant experience in JEEVIKA/NRLM/NULM or SPUR program at the level of Area Coordinator /Community Mobilisers /Community Organiser or Community Facilitator respectively. • Proficiency in MS office (Word, Excel, power point et.) <p><i>Selection process:</i> The selection process would involve following actions:</p> <ul style="list-style-type: none"> • Advertisement to be published in newspaper by ULBs. • Committee comprising of 3 members i.e. Municipal Commissioner or Executive Officer, City Manager and City Mission Manager (SM&ID). • Experience certificate issued by the respective organization to be submitted. • The list of eligible candidates to be placed to the Committee for its approval. • An interview will take place on a fixed date at ULB. • Each candidate will be evaluated against the set criteria. • Required number would be selected from the list in descending order. • The final list of selected candidates would be ratified by the <i>Sashakt Sthayee Samiti</i>. After approval, the list will be displayed on the notice board for public <p>The Principal Secretary, Dept. of Labour Resources suggested that the candidates having received training under Kushal Yuva Program should be given preference if they met the other eligibility criteria.</p> <p>Decision Taken:</p> <p>The Policy for engagement of Community Mobilisers was Approved with the condition that the candidates having received training under Kushal Yuva Program would be given preference.</p>

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Agenda 6/8	Operationalization of City Livelihoods Centre under DAY-NULM through Public Private Partnership (PPP) mode	<p>City Livelihood Centre (CLC) aims to support Urban Poor by providing them one stop solution to market their products and services and also can access information and other benefits.</p> <p>The objective of establishing was to create a platform where urban poor could offer their goods and services in an organized manner to the potential buyers. CLCs would strive to bridge the gap between demand and supply of the goods and services produced by the urban poor. It will provide access to information and business support services to urban poor. These CLCs would also function as facilitation centres. The primary responsibility of establishing and running the CLC would rest with the ULB, which will allocate space/premises for establishing the CLC. As per the NULM Guidelines, ULBs will outsource the functioning of CLC to Community based Organization (CBO) (e.g. CLF) or any other organization / agency, on public private partnership mode.</p> <p>Decision Taken:</p> <p>It was decided that the ULB can outsource the functioning of CLC to eligible Community based Organization (CBO) (e.g. CLF) or any other organization/agency, on public private partnership mode. ULBs may engage such agencies on PPP mode as per the model Terms of Reference developed and circulated by department.</p>
Agenda 7/8	Extension of Project Management Consultants (PMC) Services (Contract) for the period of January 13, 2018 to January 12, 2019.	<p>Department presented that the Technical and Human Resource support provided by the PMC through the State Mission Management Units and City Mission Management Units was critical for smooth implementation of the Mission activities. PMC had placed services of 144 personnel against the 137 required as per the Contract.</p> <p>Vision EIS Consulting Pvt. Ltd was appointed as Project Management Consultant (PMC) for facilitation and monitoring the implementation of NULM. As per the PMC contract, the services of PMC were procured for a year starting from January 13, 2015, which was extendable every year till the Mission period subject to satisfactory performance of the PMC.</p>

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		<p>On the basis of monthly review of progress and requirement of the Mission, the Performance Evaluation Committee had recommended extension of Contract of PMC further for the period of 13th January 2018 to 12th January 2019 on the Terms and Conditions approved by the appropriate authority.</p> <p>Decision Taken:</p> <p>Considering essentiality of trained manpower to accelerate the Mission activities and achieve the targets during 2018-19, the extension of PMC's contract for the period of January 13, 2018 to January 12, 2019, as per existing provisions was approved.</p> <p>It was decided that PMC's request for increments in remuneration would be reviewed in 6 months if substantial progress were made in the project.</p>
Agenda 8/8	Any other matter with the permission of the Chair	

Meeting ended with the vote of thanks to the Chair.

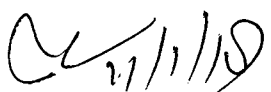

 (Shishir Sinha)
 Chairman EC-cum-Development Commissioner
 Government of Bihar

No.04/NULM-03/16- 80

Date: 11/01/18

Place: Patna

Copy To : All Concern Members (list enclosed)


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