

**MINUTES OF THE 9TH MEETING OF THE EXECUTIVE COMMITTEE,
GOA STATE CAMPA HELD IN THE CHAMBER OF PCCF
ON 15/05/2015 AT 10:30 HRS.**

The 9th meeting of the Executive Committee of Goa State CAMPA was held in the chamber of the Principal Chief Conservator of Forests, Panaji on 15th May, 2015 at 10:30 hrs. The following members were present.

1. Shri Ajai Saxena, IFS, PCCF	Chairman
2. Shri. S.K. Aggarwal, IFS, CCF	Member
3. Shri M.K. Shambhu, IFS, CF (Cons.)	Member
4. Shri N.D. Naik, Dy. CF (P&S)	Member
5. Shri Dilip Morajkar A.A.O	Member
6. Shri Nirmal Kulkarni, H.W.W.	Member
7. Shri Philip Fernandes, H.W.W.	Member
8. Smt. Arti Chaudhary, IFS, DCF (M&E)	Member Secretary

The Chairman welcomed the members to the meeting and the following points were deliberated upon and the decisions taken were as below:

Agenda Item No. 1.

The Action taken notes on the minutes of the 8th meeting were discussed as detailed below:-

Item No. 1

Minutes of 7th committee meeting were confirmed.

Item No. 2

1. Action Taken Notes on 8th minutes were perused.

The minutes of the last meeting were discussed for the action taken and following points were noted:-

- 1.1 The discussion on the upkeep & maintenance of Wireless network in the Department was held and it was informed to the committee that the DCF (WL-N) has already undertaken detailed discussions in the matter with the proposed agency. It is therefore expected that the follow-up action has been

taken and the system is to be made operational at the earliest. CF (WL&ET) to monitor and submit a report/ status by the end of June 2015.

(Action: CF WL&ET)

- 1.2 The task of fitting van with all the audio visual aids and allied equipments had to be done during the year 2014-15. The target could not be achieved during the year 2014-15 for want of funds under appropriate head of account. The R&U division has proposed to take up the work in APO 2015-16 this year. The Committee desired that the utility of maintain a publicity van with the R&U Division may be reexamined and options for handing over the van to Wildlife for using it as Rescue Van/ Ambulance for animals.

The items under “**Any Other Business**” were read out and position was informed. The major developments were as below-

- 1.3 The status of Monitoring & Evaluation of CAMPA works by CEE for the year 2013-14 was informed to the committee members. Comments on the draft report submitted by CEE have been given and the Final report is awaited.
- 1.4 Appointment of 2 new NGO's have been issued vide Notification No.19/1/2006-FOR/572 dated 24/11/2014 and they are attending the meetings.

Minutes of 9th Meeting of the Executive Committee.

Agenda 2

- 2.1** CAMPA Accounts for the year 2013-14 is approved by the Executive Committee

Agenda 3

- 3.1** Draft APO 2015-16 (Part I & Part II) were placed before the Committee. On perusal of same the Committee observed that the works mentioned in the General APO do not reflect the locations & are of repetitive nature as similar works are being

undertaken as per State APO also. The Committee directed that the General APO 2015-16 (Part I) should be discussed with the Divisions to get a realistic targets for workers as per the guide lines. Under CAMPA during the current year.Hence, it was decided that the General APO 2015-16 will be reworked prioritising the work to be taken up under CAMPA, during the year 2015-16, as per the guidelines issued by MoEF recently. The Circle Heads will discuss the activities/ works proposed to be taken up under General APO 2015-16 with the Divisions & finalise the same by 26/05/2015 placing the same for approval of the Committee in its next meeting.

Action: CF (Cons.)/ CF (WL)/ CCF

3.2 It was also discussed that Goa Forest Schedule of Rates is still not approved by the Government.The committee directed that the Department can finalise the rates and communicate the same to the divisions for maintaining uniformity. For this purpose a proposal to the HOD may be submitted for approval.

Action: DCF (M&E)

3.3 The Interest Component (Part II) APO 2015-16 amounting to Rs. 134.65 lakhs is approved by the committee.

Agenda 4

4.1 The position of CAMPA funds (Receipt & Expenditure) is placed before the Committee members. It was seen that the total cumulative expenditure is less than 70 % of the total receipts from Ad-hoc CAMPA, Delhi. As on 31.3.2015 a balance of **Rs. 21.5 Cr** is available with the State.

Agenda 5

5.1 The Executive Committee ratified the decision to permit expenditure on items of routine but urgent nature, under Goa State CAMPA pending approval of APO 2015-16 by the Steering Committee.

Agenda 6

6.1 Committee agreed in principal to grant honorarium to clerical staff of department and AAO who are actually involved in the day today CAMPA works. AAO to put up formal proposal specifying the rates/ norms of the Honorarium as per State financial rules.

Action: AAO

Agenda 7

7.1 The revised CAMPA guidelines were placed before the Committee members for information. Shri Philip Fernandes invited attention to the new guidelines wherein *inter alia* mention has been made to provide adequate and abundant supply of water and grass within areas inhabited by wildlife so as to minimise instances of man

animal conflict. He was informed that adequate measures for habitat of improvement/ management are taken and his suggestion will be forwarded to the concern officers.

Action: DCF (WL-N)/DCF (WL-S)

Agenda 8

8.1 The proposal of appointment of AAO/ Accountant on contract basis under CAMPA cell was placed before the committee. After discussion the Chairman directed that the compiling of CAMPA accounts should be done by the AAO of the Department. It was further directed that the CAMPA accounts for the year 2014-15 be compiled by & placed before the Committee in its next meeting by this month end. It was also agreed in principle that CAMPA cell needs to be strengthened and a retired Accountant may be hired for the Cell on need basis.

Action: AAO

8.2 Detailed discussion was held on Busy Accounting Software and appointment of Data Entry Operators under CAMPA. It was informed that the DEOs hired through the Agency are not regular now as their salary is held up by the agency since January 2015 on account of complaint of underpayment. Some of the DEOs earlier engaged have already left the job. This has been affecting the continuity of accounting works under CAMPA.

8.3 PCCF suggested that Accounting is an important part of CAMPA and should be done by the regular staff of the Department, under the supervision of Asst. Accounts Officer of the Department. AAO was directed to arrange for training of selected regular staff of Divisions/Head Office for data entry into Busy Accounting Software. These staff can be resource persons for training others in the divisions. It was also agreed that the DEOs may be engaged by the divisions for assisting the regular staff supervising the accounting works of CAMPA and the payments on account of their salaries may be arranged from the Interest Component APO of the divisions only.

(Action: All Divisions & AAO)

Agenda 9

9.1 At the time of Audit of CAMPA Accounts for the year 2009-10, 2010-11 the auditor suggested that the CAMPA Accounting policy is to be informed to the Central Audit. The department has adopted the same Accounting policy as informed by the Audit office. The same was formally placed before the committee and the committee granted ex-post- facto approval of same for the years 2009-10 onwards.

9.2 CAMPA accounts for the year 2009-10, 2010-11 are scrutinised by the Central Audit at Goa. Certification of same is awaited.

9.3 The committee is informed about the submission of CAMPA accounts for the years 2009-10, 2010-11, 2011-12, 2012-13, 2013-14 to the Audit office of Accountant General (Goa) Porvorim for Auditing and Certification.

Additional Agenda

- a) Ex-Post facto sanction for the spill over work of 2011-12 amounting to Rs.4.98 Lakhs of South Goa Division is approved.
- b) The entrusting of monitoring of CAMPA works for the year 2014-15 – It was suggested by the Committee to explore the options by requesting various institutes/ agencies in & around Goa for sending their Expression of Interest for the purpose.

In this regard Govt. Engineering College, Goa; Regional Office of National Afforestation & Eco-development Board [Agriculture Finance Commission, Mumbai] may be contacted.

Action: DCF (M&E)

- c) Ex-post facto sanction for the expenditure during the period from 1/04/2015 to 31/05/2015 for the year is approved by the Committee.

The meeting ended with a word of thanks to the Chair and all the members.

Dy. Conservator of Forests,
Monitoring & Evaluation.