

नारियल विकास बोर्ड  
नियोजन एवं समायोजन अनुभाग  
**COCONUT DEVELOPMENT BOARD**  
Planning & Coordination Section

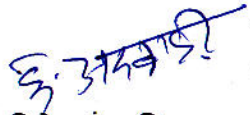
फा सं F.No.1721/2018-विकास Dev(अनुवीक्षण/Monitoring) दिनांक/ Date: 24.09.2018

परिपत्र / CIRCULAR

विषय/ Sub.: कोची में 14 सितंबर 2018 को संपन्न समीक्षा बैठक की कार्यवाही के संबंध में  
Proceedings of Review Meeting held on 14<sup>th</sup> September 2018 at Kochi – reg.

मु ना वि ओ, नारियल विकास बोर्ड की अध्यक्षता में 14 सितंबर 2018 को संपन्न समीक्षा बैठक की कार्यवाही सूचना एवं आवश्यक कार्रवाई के लिए संलग्न की जाती है।

Kindly find enclosed herewith the proceedings of the Review Meeting held under the chairmanship of the CCDO, CDB, on 14<sup>th</sup> September 2018 at CDB, HO, Kochi for information and necessary action.

  
उप निदेशक (विकास) / Deputy Director (Dev)

वितरण - सूचना एवं आवश्यक कार्रवाई हेतु/ Distribution for information & necessary action to

1. नाविबो, मुख्यालय के सभी अनुभागाध्यक्ष All Section Heads at CDB, HO

क. प्रशासन Administration

ख. लेखा परीक्षा Audit

ग. विकास Development

घ. ई डी पी EDP

ङ. वित्त Finance

च. हिन्दी Hindi

छ. पुस्तकालय Library

ज. विपणन Marketing

झ. नियोजन एवं समायोजन  
Planning & Coordination

ञ. प्रचार Publicity

ट. सांख्यिकी Statistics

ठ. टीएमओसी TMOc

प्रतिलिपि सूचनार्थ/ Copy for information to

1. अध्यक्ष, नाविबो का निजी सचिव PS to Chairman, CDB

2. मुनाविओ का निजी सहायक PA to CCDO

3. सचिव का निजी सहायक PA to Secretary

**Minutes of review meeting held on 14.09.2018 at CDB, HO, Kochi under the  
chairmanship of CCDO, CDB**

A meeting was held under the chairmanship of Shri Saradindu Das, CCDO, CDB to review the progress of implementation of CDB schemes and other activities during 2018-19 and other issues on 14<sup>th</sup> September 2018 at CDB, HO, Kochi. The following officers of the Board had participated in the meeting.

1. Shri. Saradindu Das, Chief Coconut Development Officer- *In Chair*
2. Shri. R. Madhu, Secretary
3. Shri. E. Aravazhi, Deputy Director (Dev.)
4. Shri. R. Jnanadevan, Deputy Director (Dev.)
5. Smt. Resmi D.S, Assistant Director
6. Shri K.S. Sebastian, Assistant Director (Marketing)
7. Smt. Radha P.G., Audit Officer
8. Shri. P. Sabareenathan, Finance Officer
9. Shri. VC Vasanthkumar, Statistical Officer
10. Shri. Melton Correya, Administration Officer
11. Smt. Mini Mathew, Publicity Officer
12. Smt. Jayashree A, Development Officer
13. Smt. Leenamol M A, Market Promotion Officer
14. Shri. Kumaravel S, Development Officer
15. Smt. Vincy Varghese, Technical Officer
16. Kum. Shanithamol Z, Technical Officer (C)

Shri E. Aravazhi, DD (Dev) welcomed the officers participated in the meeting and presented that Rs. 78.89 crore as the total expenditure under different schemes as on 13.09.2018. The CCDO urged all the officers to ensure utilization of all the funds released to different Unit Offices under various schemes including the funds earmarked under SCSP & TSP and the 10 % mandatory allocation for northeastern States.

After detailed discussions the following actions points have emerged.

1. All efforts may be taken to ensure 100% utilization of the outlay of Rs. 193.00 crore for the year 2018-19 (*Action: All Section Heads*)
2. Special thrust may be given for full utilization of allocations made SCSP & TSP. A separate letter to all concerned officers of CDB may be sent immediately. The difficulties in utilization of the SCSP/ TSP allocations may be appraised to the Ministry in the forthcoming Review Meeting scheduled on 25.09.2018 at New Delhi. (*Action: All Section Heads*)
3. A separate meeting to review the activities of DSP Farms of the Board may be held with all officers concerned at Head Quarters (*Action: Farm Section*)
4. Clarifications may be sought from the Ministry regarding approval of the programme 'Expansion of Area under Coconut with higher cost norms in Northeastern States' proposed for implementation from 2018-19. The Director, CDB, RO, Guwahati may

be directed to withhold the implementation till further directions in this regard.  
(Action: Dev. Section)

5. The cases regarding validity of approved rates for procurement inputs under LoDP may be consulted with the Audit Officer and may proceed accordingly. Shri. R. Jnanadevan, DD (Dev.) may review the progress of implementation of LoDP and take necessary action for expediting utilization. (Action: Dev. Section)
6. The proposal for National Awards distribution during Foundation Day celebrations on 12.01.2019 may be placed immediately for approval by Chairman. (Action: Publicity Section)
7. The Nodal Officer for scheme implementation in Kerala may discuss with Department of Agriculture & Farmers' Welfare, Govt. of Kerala regarding support of CDB for the coconut sector in light of the flood situations experienced in the State during August 2018. . (Action: Dev. Section)
8. It was decided to explore that the funds under SCSP and TSP for BE 2019-20 may be earmarked uniformly under all the schemes (Action: PC & Finance Sections)

The meeting ended with the vote of thanks to the Chair.



उप निदेशक (विकास) / Deputy Director (Dev)