प्रिप्र / CIRCULAR

विषय/ Sub: कोची में 23 अक्टूबर 2018 को संपन्न वीडियो कोन्फ्रेंसिंग द्वारा बैठक की कार्यवाही के संबंध में

Proceedings of Review Meeting through Video Conferencing held on 23rd October 2018 at Kochi – reg.

मु ना वि ओ, नारियल विकास बोर्ड की अध्यक्षता में 23 अक्टूबर 2018 को संपन्न वीडियो कोन्फ्रेंसिंग द्वारा 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 23rd October 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. श्री आर.मधु, सचिव/ Shri. R. Madhu, Secretary
2. श्री एल.ओबेड, निदेशक/ Shri. L. Oded, Director
3. श्री हेमचंद्र, निदेशक / Shri. Hemachandra, Director
4. श्री आर.बी.प्रसाद, निदेशक / Shri.R.B.Prasad, Director
5. श्री इं. अरवाड़ी, उप निदेशक (विकास)/ Shri. E.Aravazhi, DD(Dev.)
6. श्री आर जननेद्वन, उप निदेशक (विकास)/ Shri. R. Jananadevan, DD(Dev.)
7. श्री सेवास्तयम के.एस. सहायक निदेशक (विपणन)/ Shri. Sebastian K.S., AD (Mkg.)
8. श्रीमती राधा पी जी, लेखापीएक अधिकारी/ Smt. Radha P. G., AO
9. श्री शबरीनाथ पी, वित्त अधिकारी/ Shri. Sabarinnenathan P., FO
10. श्रीमती लेनामोल एम ए, बाजार वर्तमान अधिकारी/ Smt. Leenamol M.A., MPO
11. श्री कुमारेरेल एस, विकास अधिकारी/ Shri. Kumaravel S., DO

प्रतिलिपि/Copy for information to

1. अध्यक्ष, नाविको का निजी सचिव PS to Chairman, CDB
2. मुनाविख, नाविको का निजी सहायक PA to CCDO, CDB
3. सचिव, नाविको का निजी सहायक PA to Secretary, CDB
Proceedings of Review Meeting through Video Conference held on 23.10.2018 at Board Room, CDB, HO, Kochi

A Review meeting through Video Conference was held under the Chairmanship of Shri. Saradindu Das, CCDO, CDB, HO, Kochi to review the status of implementation of Board’s scheme ‘Laying out of Demonstration Plots (LoDP)’ during 2018-19. The Directors of Regional Office, CDB, Bangalore, Chennai and Guwahati participated in the meeting through videoconferencing in the evening. The list of officers attended the meeting is annexed.

It was observed that the expenditure under LoDP was very low, even though 50% of the allocations of 2018-19 have been transferred to the Unit Offices. The delay in finalization of tenders and rate approvals was found to be the main reason. It was mentioned that a file has already been moved by Development Section for delegating the powers for rate approval of tenders to the Regional Directors.

1. Status of LoDP implementation & comments on delegation of powers:

A. RO, Chennai
   a. The Director, RO, Chennai, informed that in the 2nd year LODP action plan already furnished for Tamil Nadu, 2017-18 approved rates for Urea and SSP were valid up to 22.10.2018, only for 12 out of 14 districts. The Director also informed that these inputs in respective districts are not covered in tender already invited for Tamil Nadu during 2018-19. Hence, it was decided that fresh tender need to be invited and proposal should be submitted by 24.10.2018.
   b. Regarding tender delegation to the Regional Office, Director, RO, Chennai, informed that training is required.

B. RO, Guwahati
   a. The Director informed that there is no problem under tender delegation to the Regional Office.
   b. The Director also informed that for LODP first year tenders have already been invited during 2018-19. He further informed that only 700 ha can be achieved against a target of 1275 ha. Hence there is savings of amount for 575 ha. He also informed that, for 2017-18 approved tender rates, the validity has expired by 14.09.2018. But, so far, second year inputs have not been supplied. Hence, it was decided that if the second year districts are also covered in the tender already invited, in view of the the savings
in LODP, the tender rate can be utilized for covering second year area of 389.97 ha, once the 2018-19 tender rates are approved.

C. RO, Bangalore
a. The Director informed that for delegation of powers, GFR to be followed. Also recommended that there should be a Purchase Committee.
b. Director suggested that, the Government of India provisions for inputs for distribution under LODP through the state Government empanelled agencies, wherever possible, may also be explored.

D. The issue of delegating sanctioning powers of tender and rate approval for inputs under LODP was discussed and the Directors and Officers present felt it would facilitate easy processing of file and expedite implementation. However, it was suggested that a Purchase Committee at Director level may be constituted with officers from other Unit Offices and HO as Members. Possibility of Constituting Central Procurement Committee may also be explored. The Administration/Finance/Audit Sections will move the file for approval by competent authority and communicate to all Unit Offices with clear guidelines. Trainings to the needed employees may also be arranged, if required.

2. Other issues discussed in the meeting are as follows.

a. The delegation of powers to the Directors for approval/sanction of AEP funds may also be explore.
b. The Director, Chennai informed that for Andaman & Nicobar Islands, a letter is received from the UT, informing that there is no fund requirement during 2018-19. A copy of the same to be forwarded to HQ.
c. The Director, Guwahati informed that, under the Scheme ‘Organic Manure Units’, allocation for the Regional Office is about 22 units under SCSP and it cannot be fully utilized. But there is requirement for allocation under TSP. It was decided that diversion of fund from SCSP to TSP cannot be permitted and the allocation for TSP can be met only from additional allocation or from General, if possible.
d. The unspent balance available with Government of Kerala under RCN may be adjusted with current year release under any scheme.
e. The unit offices shall follow up the issues related to SLAA as well as implementation (Physical and Financial) under their jurisdiction (schemes implemented through state(s)).
f. The Director, Bangalore requested for filling up the post of Deputy Director in RO, Bangalore to facilitate proper motoring of CDB activities in his region.

g. The expenditure was observed to be very less out of the allocation of Rs. 101.75 Crore allocated under DI for Board, (except infrastructure scheme budget) Letter to all section heads in HO/Unit of offices may be sent for expediting expenditure.

h. The action plan accordingly for each scheme may be furnished latest by 12.11.2018

i. The issue of booking of commercial nursery expenses at Board’s DSP Farms from the scheme ‘Establishment of Regional Coconut Nurseries’ was discussed and it was suggested to meet the same utilizing funds available under ‘Receipts of the Board’. The file may be moved in this regard.

j. On a query by Director, Bangalore, the Secretary clarified that in the tender process EMD amount should be fixed by CDB based on tentative tender value of inputs or a lumpsum amount.

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

[Signature]

Chief Coconut Development Officer
Annexure-I. List of Officers attended the review meeting through Video Conferencing held at Coconut Development Board, Kochi on 23rd October 2018

Shri. Saradindu Das, Chief Coconut Development Officer - In Chair

Officers from CDB, HO, Kochi

1. Shri. R. Madhu, Secretary
2. Shri. R. Jananadevan, Deputy Director (Dev.)
3. Shri. Sebastian KS, Assistant Director (Mkg.)
4. Smt. Radha P.G., Audit Officer
5. Shri. Sabareenathan P, Finance Officer
6. Smt. Leenamol M.A., Market Promotion Officer
7. Shri. Kumaravel.S., Development Officer

Officers from CDB, RO, Guwahati

8. Shri. L. Obed, Director

Officers from CDB, RO, Bangalore

9. Shri. Hemachandra, Director
10. Shri. G. M. Siddarameswara Swamy, Assistant Marketing Officer
11. Smt. Simi Thomas, Technical Officer

Officers from CDB, RO, Chennai

12. Shri. Rajeev Bhushan Prasad, Director
13. Smt. T. Bala Sudhahari, Deputy Director (Dev.)
14. Shri. A. Jeyapandi, Deputy Director (Mkg.)