

GoMP-UNDP Project
Strengthening MP Climate Change Cell



Project Completion Report

Prepared by

Climate Change Cell
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Bhopal

Background

Environmental Planning and Coordination Organization (EPCO) was established by the Housing and Environment Department of Government of Madhya Pradesh in 1981. Over the years, EPCO has steadily grown to become the State's premier advisory body in the field of Environment related matters. It has worked closely with the State Government on various projects but has also established its own identity as an autonomous organization. It is a think tank for environment matters in the state. EPCO is an advisory body to state government for the formulation and implementation of Environmental Policy

Considering the impacts of climate change on the developmental efforts of State Government, EPCO was entrusted with responsibility to address climate change issues. A Climate Change Cell was established in 2009. EPCO is the state designated agency for climate change and nodal agency for Knowledge Management on Climate Change.

Climate Change and Madhya Pradesh

Climate change is a major global environmental problem and also an issue of great concern for developing countries like India. The earth's climate has changed on both global and regional sector. Some of these changes can easily be attributable to human activities as they have already affected many of the physical and biological systems.

Climate change has the potential to harm societies and ecosystems. In particular, agriculture, forestry, water resources, human health, coastal settlements, and natural ecosystems will need to adapt to a changing climate or face diminished functions pattern. It is considered as one of the serious threat for sustainable development with adverse impact expected on, natural resources, food security, economic activities, human health and physical infrastructure

The State of M.P. has reasons to be concerned about the climate change, as it has a large population dependent on climate sensitive sectors like agriculture and forestry for livelihood. The predominant characteristic of Madhya Pradesh is that it is essentially a rural state with a substantial population living below the poverty line.

Incidence of rural poverty in Madhya Pradesh is closely related to environmental security and management of environmental resources therefore optimum utilization of natural resources (land, water, forest, minerals) and biomass should lead to model of sustainable development that may ensures social equity and environmental security.

The majority of the population of the state is dependent on natural resources for its survival. Thus, maintenance of the natural resource base is crucial to the livelihood of the people of Madhya Pradesh. Conversely, reversal of process of degradation of the natural resources will contribute substantially towards alleviation of poverty in the state.

Thus it is evident that any change in climatic parameters will directly impact the productivity of natural resource which will affect the livelihood of dependent communities. As Central and State Government are running many programmes to develop socio-economic condition of these people, climate change will negate the governmental efforts.

Climate Change Initiatives in MP

Realizing the potential impacts of climate change, state government accords high priority to climate change issues. EPCO has been designated as State Nodal Agency for all issues pertaining to climate change. A Climate Change Cell has been established in EPCO to work on these issues. As an autonomous organization of State Government, EPCO enjoys easy access to all Government stakeholders in the state to facilitate and coordinate environment and climate change related works in the state. Climate Change Cell, EPCO is doing following projects at present:

1. GoMP-UNDP Project "*Strengthening MP Climate Change Cell*"
2. MoEF-GIZ Project "*Climate Change Adaptation in Rural Areas of India*"
3. Indo-UNK Project Phase II "*State Level Vulnerability and Adaptation Assessment for Madhya Pradesh*"
4. "*Green House Gas Inventorization and generation of Marginal Abatement Cost Curves*"

GoMP-UNDP Project

Name of the Project: *Strengthening Madhya Pradesh Climate Change Cell*

Date of Commencement: *December, 2009*

Date of Completion: *December, 2012*

Project Rationale

Madhya Pradesh faces tough challenges on account of climate change. The climate change projections spelt out in the initial National Communication indicate that due to water/ moisture stress, the forests in Central Indian region are likely to move towards dry (xeric) woodlands by 2050s. Considering the projection, the forest and agriculture economy is likely to be severely hit, more so the forest dependent community of the state which will need to cope with high degree of stress.

Madhya Pradesh is also projected to be vulnerable to globalization and thus is subjected to “double exposure” of climate change and globalization. A bio-diverse production system will be crucial to help both forests and forest dependent communities to adapt to climatic variations (O'Brien et al 2004).

Madhya Pradesh is rich in bio-resources which remains isolated in pockets of dense forests, whereas a large part of it is barren and wasteland. Even the agricultural productivity is not very encouraging and that too has seen a change over the last two decades. This situation becomes more difficult with bouts of erratic rainfall and seasonal droughts. In addition, the severe problem of desertification towards the western part and ravines in the northern part of Madhya Pradesh makes it one of the most vulnerable states to the threats of climate change. Hence there is need for cross sectoral strategies and action plan in place for effectively combating impacts of climate change.

Introduction to the Project

In order to strengthen the newly established Climate Change Cell and develop a roadmap for addressing climate change concerns in MP, Government of Madhya Pradesh in association with United Nations Development Programme (UNDP) started the project *Strengthening Madhya Pradesh Climate Change Cell*. In this project, financial support was provided by UNDP while implementation part was done by EPCO. The details of project are as follows:

Project Period	2009 – 2012
Goal	To integrate climate change concerns in various sectoral policy and programs to reduce vulnerability and increase adaptive capacity
Objectives	<ul style="list-style-type: none">➤ Development of State Level Climate Change Strategy and Action Plan➤ Developing MP CC Cell into a Knowledge Management Centre➤ Mainstreaming Climate Change Concerns into policies and programmes
Outputs	<ul style="list-style-type: none">➤ State Level Climate Change Strategy and Action Plan➤ Detailed Project Report on Knowledge Management Centre➤ Integration of SAPCC framework in district plans

	➤ Capacity Building of Stakeholders	
Activities	<ul style="list-style-type: none"> ➤ Constitution of core team in EPCO and multidisciplinary advisory group ➤ Sectoral Stakeholder Consultation Workshops at Sectoral/ Regional level ➤ Capacity Building and exposure visit of members of core team ➤ Review of existing policies/ programmes from climate change perspective ➤ Drafting SAPCC and validation by State Level Committee ➤ Preparation of Detailed Proposal for Centre of Excellence ➤ Infrastructure Development, HW/SW Procurement ➤ Capacity Building of professionals of different departments (25-30) ➤ Preparation of sector specific training material ➤ Commission two sectoral studies on CC impacts on MP ➤ Commission two action based research pilot projects ➤ Development of district specific training material on CC issues ➤ District level training and sensitization workshop in district headquarters ➤ Appointment of six fulltime professionals in MP CC Cell ➤ Develop Roaster of advisors/ subject experts and professionals for engagement on need basis 	
Finances	Funds Received (INR)	Expenditures Made (INR)
2009	11,99,564	00
2010	50,00,000	62,00,131
2011	65,50,000	65,46,532
2012	54,23,978	56,31,506
Interest earned on the funds during 2009-12	2,04,627	
Total	1,83,78,169	1,83,78,169

Project Strategy

The project was envisaged to be implemented in a participative manner engaging all the relevant stakeholders. In order to have senior level guidance and seamless monitoring, a three tier management system was adopted. Nodal officers were identified in all stakeholder departments to ensure better communication with departments.

As Climate Change is a relatively new subject and departments have limited access to information. Hence, it was envisaged to create CC related knowledge environment in the state. Capacity Building workshops of departmental officers were proposed to develop such an environment in Madhya Pradesh.

Management Arrangement

A three tier management structure was created to provide guidance and monitor progress of the project. The structure is as follows:

Project Steering Committee: This committee was chaired by Chief Secretary and Principal Secretaries/ Secretaries of stakeholder departments were the members. The

committee was constituted to provide policy level guidance and bring in ownership among the departments. List of other members of PSC is attached as Annex-I.

Project Implementation Committee: This committee was chaired by Principal Secretary, Housing & Environment Department while Commissioner, Town & Country Planning, Additional Secretary, Finance Department and Executive Director, EPCO were the other members. The committee was constituted for making decisions related to project and review periodically.

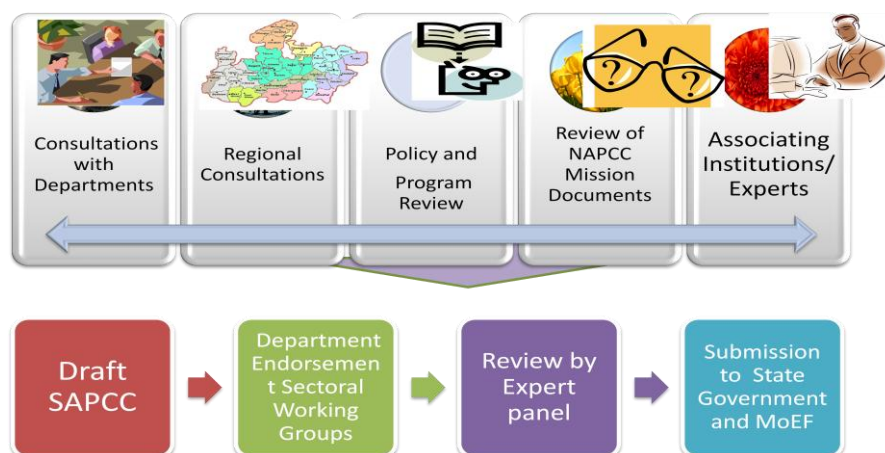
Project Management Unit: This committee was chaired by Executive Director, EPCO while Accounts Officer, EPCO, Administrative Officer, EPCO and Coordinator, CC Cell were other members. The committee was constituted to coordinate day to day activities related to project.

Output wise Progress

The launch workshop of the project was conducted on 26th – 27th April, 2010 at RCVN Naronha Academy of Administration, Bhopal. Subject Experts from various sectors, senior/middle level government officers, academicians/ researchers from the premier institutes working in the field of climate change attended the workshop. The workshop was conducted in three sessions i.e. Inauguration session, sectoral group discussion and presentation on the findings of sectoral group discussion. The workshop succeeded in informing the efforts of the Government in the field of climate change to relevant stakeholders.

Output 1: State Action Plan on Climate Change

MP is the first state in India to start the process of formulation of State Action Plan on Climate Change (SAPCC). Considering the socio-economic background of the state, focus of SAPCC is mainly on Adaptation. In-depth literature review and wide scale stakeholder consultation was done for preparation of SAPCC. Process of SAPCC formulation is shown below:

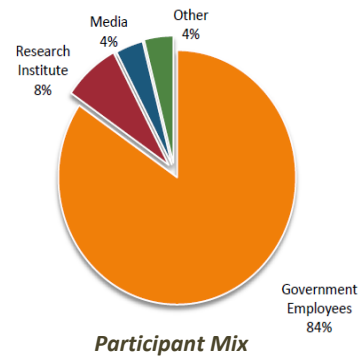


Stakeholder Consultation

Stakeholder Consultation was done at two levels. At the first level, stakeholder departments were consulted in Bhopal. Ten workshops were conducted with respective departments. At the regional level, consultation workshops were conducted in different Agro-climatic Zones. More than 2000 people participated in these workshops.

Consultation with Departments

One to one consultation with stakeholder departments was conducted in Bhopal. Major objectives of these workshops were to understand ongoing policies and programmes, future growth plans, preparedness and strategy to tackle climate change issues with respect to their sectors. In these consultations, government officers, academicians, researchers, scholars, media personals, students participated. Mix of participants in the workshops is shown in the graph.



The details regarding departments, date of workshop and venue are as follows:

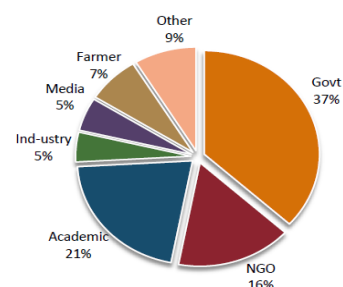
Department	Workshop Date	Venue
Forest	05 th June, 2010	Hotel Ashoka Lake View, Bhopal
Animal Husbandry	27-28 th Sep, 2010	Conference Hall, Lake Conservation Authority, Bhopal
Water	11 th Oct, 2010	Hotel Palash, Bhopal
Industries	26 th Oct, 2010	Hotel Ashoka Lake View, Bhopal
Energy	3 rd Jan, 2011	Conference Hall, EPCO
Renewable Energy	5 th Jan, 2011	Conference Hall, EPCO
Agriculture	11 th Jan, 2011	Conference Hall, Lake Conservation Authority, Bhopal
UADD	22 nd Jan, 2011	Conference Hall, EPCO
Health	27 th Apr, 2011	Conference Hall, EPCO
Rural Development	18 th may, 2011	Conference Hall, EPCO



Regional Consultations

In order to understand the local impacts of climate change and ongoing interventions & suggestions from local people, 13 workshops were organized in 11 Agro-climatic Zones of Madhya Pradesh in association with Centre for Environment Education (CEE) under the leadership of divisional commissioners/ district collectors and overall guidance of Director General, EPCO. More than 1700 stakeholders

participated in these workshops. Mix of stakeholders is presented in the graph. Other details about the workshop are as follows:



Participant Mix

S.No	ACZ	Date and Place	District Covered	No of Participants
1	Jhabua Hills	14 th Feb 2011 Jhabua	Jhabua, Alirajpur	111
2	Malwa Plateau	15 th Feb 2011 Indore	Indore, Dewas, Dhar	67
3	Malwa Plateau	21 st Feb 2011 Ujjain	Ujjain, Ratlam, Mandsaur, Neemach, Shajapur	110
4	Vindhayan Plateau	22 nd Feb 2011 Sagar	Sagar, Raisen, Damoh	194
5	Bundelkhand	23 rd Feb 2011 Chhatarpur	Tikamgarh, Datia, Chhatarpur	64
6	Central Narmada Valley	24 th Feb 2011 Jabalpur	Narsinghpur, Hosangabad, Harda	123
7	Nimar Plains	26 th Feb 2011 Khandwa	Khandwa, Burhanpur, Khargaoan, Barwani	144
8	Kymore Hills	28 th Feb 2011 Rewa	Rewa, Panna, Katni, Jabalpur Satna, Umaria	92
9	NHR Chhattisgarh	1 st Mar 2011 Shahdol	Mandla, Sidhi, Shahdol, Singrauli, Dindori, Anuppur	70
10	Satpura Plateau	4 th Mar 2011 Seoni	Seoni, Betul, Chindwara,	110
11	Chhattisgarh Plains	5 th Mar 2011 Balaghat	Balaghat	—
12	Gird Zone	9 th Mar 2011 Gwalior	Gwalior, Morena, Bhind, Shivpuri, Sheopur	122
13	Vindhayan Plateau	25 th March 2011 Bhopal	Bhopal, Guna, Rajgarh, Vidisha, Ashoknagar, Sehore	44



Policy and Programme Review

In depth literature review was done to inculcate scientific, technological, social, economical aspects related to Madhya Pradesh wrt to Climate Change. Major documents reviewed include Sectoral Mission under NAPCC, policies and programmes of respective sectors, National Communication to United Nations etc. This activity was done in association with Indian Institute of Forest Management, Bhopal.

Networking with Institutions

Madhya Pradesh hosts many academic/ research institutes of national repute. These institutes are carrying out research activities on climate change issues addressing national and state issues. In order to understand and introduce research findings related to Madhya Pradesh, networking was done with these institutes in the state. List of institutes is as below:



1. Maulana Azad National Institute of Technology, Bhopal
2. Rajiv Gandhi Technical University, Bhopal
3. Indian Institute of Forest Management, Bhopal
4. Tropical Forest Research Institute, Jabalpur
5. State Forest Research Institute, Jabalpur
6. Water and Land Management Institute, Bhopal
7. Jawaharlal Nehru Krishi Vishwavidyalaya, Jabalpur
8. Central Institute of Agriculture Engineering, Bhopal
9. Agriculture College, Sehore
10. Indian Institute of Soil Sciences, Bhopal
11. Barkatullah University, Bhopal
12. Makhnallal Chaturvedi University of Mass Communication and Journalism, Bhopal
13. Indira Gandhi National Open University
14. MVM Bhopal
15. MP Jan Abhiyan Parishad, Bhopal
16. MP State Biodiversity Board
17. High Security Animal Disease Laboratory
18. MP Council of Science and Technology
19. Indian Meteorological Department, Bhopal
20. Sagar University, Sagar
21. Regional Medical Research Centre for Tribal, Jabalpur
22. MP Pollution Control Board
23. Disaster Management Institute
24. School of Planning and Architecture, Bhopal
25. MP Minor Forest Produce Federation
26. IISER, Bhopal

Draft SAPCC

Madhya Pradesh State Action Plan on Climate Change was drafted in-house. The draft SAPCC was prepared with outcomes of Stakeholder Consultation exercise, Policy and Programme review study and research findings from academic/ research institutions.

Subject Expert Review/ Endorsement by Departments

Respective chapters of Draft SAPCC were shared with subject experts and departments to get the suggestions/ comments/ feedback. Two subject experts from each sector were identified. All the comments/ suggestions from subject experts/ departments were incorporated in SAPCC accordingly.

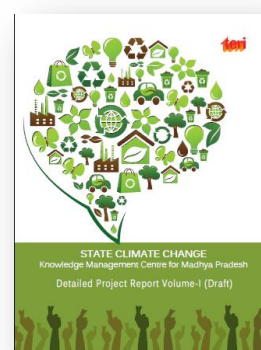
Sector	Experts
Forestry	Dr Ram Prasad
	Prof P C Kotwal
Agriculture	Dr G S Koushal
	DR U P S Bhadoria
Water	Dr Saleem Romani
	Dr B O Joshi
Animal Husbandry	Dr H S Singh
	Dr N G Hegde
Energy	Dr V K Sethi
	Dr Saroj Rangnekar
Industry	Mr Pratap Verma
Health	Dr Neeru Singh
Rural Development	Dr P K Biswas
Renewable Energy	Dr S P Singh
Fisheries	Mr Prasanna Khemaria
Gender	Ms Aditi Kapoor
Climate Projections	Dr Ashwini Kulkarni
	Dr Sumana Bhattacharya

Submission of SAPCC to the State Government and MoEF, GoI

The final copy of SAPCC after incorporating the comments from experts/ departments was shared with MoEF. SAPCC was reviewed by National Expert Committee which recommended it for presentation before National Steering Committee. The plan was approved by National Steering Committee. After getting approval of National Steering Committee, the plan was presented before Project Steering Committee chaired by Chief Secretary. The action plan was approved by PSC.

Output 2: State Climate Change Knowledge Management Centre

In order to enhance the knowledge environment about climate change in the state, a Detailed Project Report (DPR) was prepared. This DPR was prepared in association with The Energy and Resources Institute (TERI), New Delhi. TERI had developed a detailed methodology which was presented in a workshop having participants from all the respective departments. TERI in association with CC Cell developed the draft report which was submitted to EPCO. After incorporating all the comments of EPCO, final report was submitted in two volumes.



As part of this output, sectoral articles with reference to climate change in context of MP were invited from renowned authors. These articles have been compiled in the form of a monograph. Details of articles are as follows:

Article Title	Author
State Action Plan on Climate Change: Constraints and Challenges	Mr Manohar Dubey
Forestry in Madhya Pradesh: Challenges and opportunities in the face of climate change	Dr H S Gupta
Economics of REDD+ as a mitigation strategy for climate change in Madhya Pradesh	Dr Madhu Verma, Ms Priyanka Batra, Mr Swapan Mehra
Understanding the livestock – climate interaction to plan sustainable development in the state of Madhya Pradesh	Dr D V Rangnekar
Climate change and health with reference to vector-borne diseases in India	Dr Neeru Singh
Climate Change and health in Madhya Pradesh: Projected impacts and required adaptation	Ms Priti Dave Sen
Climate Change and Cities in Madhya Pradesh	Dr Sanjay Tomar
The Clean Development Mechanism (CDM) and opportunities in the energy sector for mitigating climate change	Dr V K Sethi, Dr Savita Vyas, Mr Anurag Gour
Reflection of adaptation to climate change through natural resource management	Dr Amitabh Pandey
Climate change and rural development strategy in Madhya Pradesh	Dr P K Biswas
Climate Change and gender in Madhya Pradesh	Ms Aditi Kapoor
Understanding climate change adaptation in view of poverty alleviation and sustainable development initiatives in Madhya Pradesh: Perspectives from a research study	Mr Lokendra Thakkar

Output 3: Integration of SAPCC framework in district plans

Climate Change Cell, EPCO has developed the tools and apparatus for mainstreaming and integrating climate change issues. Major tools are Vulnerability Assessment and Climate Change Projections, Green House Gas Inventorization, Preparation of checklist to be followed during developing new projects. These studies along with SAPCC which is the guiding document have developed a background for mainstreaming.

During the stakeholder consultation phase at regional level, efforts were made to sensitize local stakeholders to use climate lens while planning. Following activities were done in a focused way to mainstream climate change issues:

- *Capacity Building of field officers of Agriculture, Animal Husbandry, Horticulture, Fisheries department on climate change issues:* The field functionaries of above defined departments under ATMA project of Government of India are being sensitized about the climate change impacts, adaptation and mitigation options
- *Climate Change Appreciation Course:* This activity is being done in association with RCVP Naronha Academy of Administration, Bhopal. Under this course, capacities of 60 officials from each department will be built on climate change issues related to their departments. Ten departments identified under SAPCC are being covered under this course.
- *Officials from different departments are being sent on training to institutes of repute in the country.*

There is a need to reach the district levels and thus, this activity will be carried forward under Knowledge Management Centre.

Output 4: Capacity Building of Stakeholders

Capacity building of CC Cell staff and other departmental officers was a major component of the project. **43** officials from different departments participated in these trainings. Total **167** man days of training was organized. Trainings were organized in-house as well as officers were sent to institutes of repute. Trainings were organized on following aspect:

- ✚ Clean Development Mechanism and Carbon Finances for Agriculture and Forestry Projects
- ✚ Global Climate Change and Biodiversity Conservation
- ✚ Renewable Energy India Expo
- ✚ Carbon Market Conclave
- ✚ REDD+ benefits in Forestry Sector
- ✚ Climate Change Adaptation Practices in Agriculture Sector
- ✚ Protecting the Global Commons: 20 years post Rio
- ✚ Climate Modeling, Vulnerability and Adaptation
- ✚ National Action Plan on Climate Change – National Water Mission related Policies and Actions
- ✚ Climate Change Adaptation into Developmental Planning
- ✚ ISO 14064 for Green House Gas Accounting, Inventorization and Carbon Disclosure

Along with professionals from CC Cell, officers from Forestry, Agriculture, Water, Health, Energy, Renewable Energy, Urban Administration, Rural Development also participated in the trainings.

Financial Progress

The project has performed well on financial front and all the funds received from UNDP have been utilized. A glimpse of yearly output wise financial report is shown below:

Output 1: Development of State Action Plan on Climate Change

Year	Expenditure (INR)
2009	00
2010	29,21,260
2011	30,46,910
2012	154927

Output 2: State Climate Change Knowledge Management Centre

Year	Expenditure (INR)
2009	00
2010	11,15,036
2011	8,26,361
2012	35,19,443

Output 3: Integration of SAPCC framework in district plans

Year	Expenditure (INR)
2009	00
2010	00
2011	00
2012	51,634

Output 4: Functioning of Project Management Unit

Year	Expenditure (INR)
2009	00
2010	21,63,836
2011	26,73,127
2012	19,05,502

Major Institutional Gains for EPCO

- ✚ The participative approach followed by EPCO for formulating SAPCC was highly appreciated and MoEF advised other states to consider MP experience of stakeholder consultation in their respective SAPCCs.
- ✚ UNDP has agreed to extend the support to Climate Change Cell for next two years.
- ✚ Department of Science and Technology, Government of India has agreed to support State Climate Change Knowledge Management Centre and declared EPCO its State Nodal Agency for National Mission for Strategic Knowledge on Climate Change.
- ✚ EPCO has been approached by MoEF and DFID for conducting studies on “*Institutional Capacity Assessment*” and “*Knowledge Gap Assessment*” for implementation of SAPCC in six states of India.
- ✚ National Bank for Agriculture and Rural Development (NABARD) which is the National Implementation Entity for Adaptation Fund has approached EPCO to develop a project on Climate Change Adaptation.
- ✚ The project has enhanced academic credibility and visibility and national/international level.
- ✚ Major bilateral funding agencies have shown their keenness to work with EPCO

Annexure – I Orders relating to formation of Project Management Committees

Project Steering Committee

मध्यप्रदेश शासन
सामान्य प्रशासन विभाग
मंत्रालय
वल्लभ भवन, भोपाल-462004

:: आदेश ::

भोपाल, दिनांक 13 जनवरी, 2010

फ-19-01/2010/1/4 म0प्र0 जलवायु परिवर्तन विषय पर कार्य करने के लिए राज्य शासन द्वारा आदेश क्रमांक एफ-19-143/2007/1-4 दिनांक 13 नवंबर 2007 के माध्यम से एफको के राज्य नोडल इकाई का दायित्व सौंपा गया है। जलवायु परिवर्तन विषय से संबंधित एफको-यू0एन0डी0पी0 परियोजना के सफल संचालन हेतु राज्य शासन द्वारा Project Steering Committee (PSC) का गठन निम्नानुसार किया जाता है :-

1. मुख्य सचिव	अध्यक्ष
2. अतिरिक्त मुख्य सचिव, किसान कल्याण एवं कृषि विकास	सदस्य
3. अतिरिक्त मुख्य सचिव, वन एवं जैव विविधता	सदस्य
4. प्रमुख सचिव, जल संसाधन	सदस्य
5. प्रमुख सचिव, किसान कल्याण एवं कृषि विकास	सदस्य
6. प्रमुख सचिव, ग्रामीण विकास	सदस्य
7. प्रमुख सचिव, नगरीय प्रशासन एवं विकास	सदस्य
8. प्रमुख सचिव आवास एवं पर्यावरण	सदस्य
9. सचिव, लोक स्वास्थ्य एवं परिवार कल्याण	सदस्य
10. सचिव, ऊर्जा सदस्य	सदस्य
11. असिस्टेंट कंट्री डायरेक्टर, यू0एन0डी0पी0, नई दिल्ली	सदस्य
12. कार्यपालन संचालक, (एफको-यू0एन0डी0पी0, परियोजना संचालक)	सदस्य सयोजक

2/ समिति का उद्देश्य परियोजना में अंतर्विभागीय समन्वय स्थापित करना, नीतिगत मार्गदर्शन प्रदान करना एवं परियोजना की समीक्षा करना है। समिति की बैठक प्रत्येक 6 माह में एक बार होगी।

इ. ए. ए. ए. मे प्रतिलिपि भेजें।

22 JAN 2010

PA/DSCA

मध्यप्रदेश के राज्यपाल के नाम से
तथा आदेशानुसार

(आर0डी0 साहू)
अपर सचिव

म0प्र0शासन, सामान्य प्रशासन विभाग

Project Implementation Committee

मध्य प्रदेश शासन
आवास एवं पर्यावरण विभाग
"मंत्रालय"
वल्लभ भवन, भोपाल - 462004

:: आदेश ::

भोपाल, दिनांक 23 दिसंबर 2009

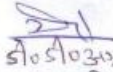
क्र. एफ-5-8/32/2009/ : : म.प्र. में जलवायु परिवर्तन विषय पर कार्य करने के लिए राज्य शासन सामान्य प्रशासन द्वारा आदेश क्र.एफ-19/143/2007/1-4 दिनांक 13 नवंबर 2007 के माध्यम से समिति का गठन किया गया है तथा एफको को राज्य नोडल इकाई का दायित्व सौंपा गया है। इस आदेश के संदर्भ में एफको द्वारा जलवायु परिवर्तन संबंधी जन-जागृति एवं वैज्ञानिक अध्ययन कार्य किये जा रहे हैं। इसी तारतम्य में एफको-यू.एन.डी.पी. जलवायु परिवर्तन परियोजना हेतु प्रमुख सचिव, आवास एवं पर्यावरण की अध्यक्षता में Project Implementation Committee (PIC) का गठन निम्नानुसार किया जाता है-

प्रमुख सचिव	आवास- एवं पर्यावरण विभाग	अध्यक्ष
संचालक	नगर तथा ग्राम निवेश	सदस्य
कार्यपालन संचालक	एफको (एफको-यू.एन.डी.पी. परियोजना संचालक)	सदस्य संयोजक
अपर सचिव	वित्त विभाग	सदस्य
राज्य प्रतिनिधि	यू.एन.डी.पी., मध्य प्रदेश, भोपाल	सदस्य

समिति का उद्देश्य -

1. परियोजना के लक्ष्यों को निर्धारित समय-सीमा में प्राप्त करने हेतु दिशा-निर्देश।
 2. परियोजना भौतिक एवं वित्तीय प्रगति की समय-समय पर समीक्षा।
 3. परियोजना की वार्षिक कार्य योजना को स्वीकृति प्रदान करना।
- उक्त समिति की बैठक प्रत्येक 3 माह में आयोजित की जायेगी।

मध्य प्रदेश के राज्यपाल के नाम
से तथा आदेशानुसार


(डी०डी०अ०अ०अ०)
उप सचिव

मध्य प्रदेश शासन
आवास एवं पर्यावरण विभाग
भोपाल, दिनांक 23-12

पृ.क्र. एफ-5-8/32/2009/

प्रतिलिपि-

समिति के अध्यक्ष/सदस्यगण/सदस्य संयोजक


उप सचिव

मध्य प्रदेश शासन
आवास एवं पर्यावरण विभाग

Project Management Unit

आवास एवं पर्यावरण विभाग
"मंत्रालय"
वल्लभ भवन, भोपाल - 462004

:: आदेश ::

भोपाल, दिनांक 21/12/2009

क्र. एफ-5-8/32/2009/ : मध्य प्रदेश में जलवायु परिवर्तन से संबंधित ज्ञान प्रबंधन एवं संबंधित कार्यों को निष्पादित करने के लिए राज्य शासन आवास एवं पर्यावरण विभाग द्वारा आदेश क्र. एफ-5-8/32/2009/32 दिनांक 21/12/2009 के माध्यम से एफको में राज्य जलवायु परिवर्तन प्रकोष्ठ (State Climate Change Cell) की स्थापना की गयी है। इस प्रकोष्ठ के सुदृढीकरण तथा राज्य जलवायु परिवर्तन कार्ययोजना के निर्माण हेतु यू.एन.डी.पी. के सहयोग से एफको की परियोजना को State Level Committee for Externally Aided Projects द्वारा अपनी 41वीं बैठक दिनांक 05-11-09 में अनुमोदित किया गया है। इस परियोजना हेतु एतद् द्वारा प्रशासकीय स्वीकृति प्रदान की जाती है।

EPCO-UNDP परियोजना के लिए कार्यपालन संचालक, एफको को परियोजना संचालक (Project Director) घोषित किया जाता है तथा प्रतिवर्ष की वार्षिक कार्य योजना [Annual Work Plan (AWP)] पर हस्ताक्षर करने के लिए भी कार्यपालन संचालक, एफको को अधिकृत किया जाता है।

मध्य प्रदेश के राज्यपाल के नाम से तथा आदेशानुसार

(आलोक श्रीवास्तव)

प्रमुख सचिव
मध्य प्रदेश शासन
आवास एवं पर्यावरण विभाग

पु.क्र. एफ-5-8/32/2009/
प्रतिलिपि-

1. सचिव, माननीय मुख्यमंत्रीजी, म.प्र. शासन, मंत्रालय, भोपाल
2. मुख्य सचिव के अपर सचिव, मंत्रालय, भोपाल
3. समस्त अतिरिक्त मुख्य सचिव/प्रमुख सचिव/सचिव, म.प्र. शासन
4. कार्यपालन संचालक, एफको, भोपाल
5. असिस्टेंट कंट्री डायरेक्टर, यू.एन.डी.पी., 55, लोधी स्टेट, पो. बा. 3059, नई दिल्ली - 110003

भोपाल, दिनांक 21-12-09

उप सचिव
मध्य प्रदेश शासन
आवास एवं पर्यावरण विभाग

ENVIRONMENTAL PLANNING &
COORDINATION ORGANISATION
(An Autonomous Body of Govt. of M.P.)
Paryavaran Parisar, E-5, Arera Colony
Bhopal-462 016 (M.P.)
Tel: 2466859 Fax: (0755)- 2462135
Website: http://www.epco.in

No. EPCO/2010
Dated:

OFFICE ORDER

A project on Climate Change is being undertaken with the UNDP support. For this project, a Project Management Unit is hereby constituted as follows:

#	Name	Status
1.	Mr. Manoj Govil Executive Director EPCO and State Project Director	Chairman PMU
2.	Mr. Lokendra Thakkar State Project Coordinator UNDP project	Member PMU
3.	Mr. Rajendra Singh Administrative Officer	Member PMU
4.	Mr. Mantosh Guha Accounts Officer	Member PMU
5.	Mr. Ayaz Khan Asstt. Administrative Officer	Member PMU

As per AP-32, Mr Lokendra Thakkar is hereby designated as Project Coordinator for this project.

Executive Director

Endt.No 4710 /EPCO/2010 Dated: 15/12/2010

- Copy to:
1. Private Secretary to Executive Director, EPCO - for information
 2. Mr Lokendra Thakkar, State Project Coordinator, UNDP project, EPCO - for information
 3. Mr. Rajendra Singh Administrative Officer, EPCO - for information and compliance
 4. Mr. Mantosh Guha Accounts Officer, EPCO - for information and compliance
 5. Mr. Ayaz Khan Asstt. Administrative Officer, EPCO - for information and compliance

Executive Director

Annex-II Minutes of Meeting

PSC First meeting

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**GoMP-UNDP Project on
Strengthening of Madhya Pradesh Climate Change Cell
Minutes of Project Steering Committee (PSC) Meeting
15th April 2010**

1. The first meeting of the Project Steering Committee (PSC) of UNDP project on Strengthening Madhya Pradesh Climate Change Cell was organized on 15th April 2010 in the Chief Secretary's office. The list of attendees is attached as Annexure I.
2. Principal Secretary Housing and Environment, briefed the committee about the initiatives taken by EPCO in the field of Climate Change and requested all the concerning departments to form a Climate Change Unit and nominate officers who can be associated with the Climate Change Cell of EPCO on a sustained basis.
3. Executive Director EPCO, made a brief presentation on the salient features of the GoMP-UNDP project. He apprised the members about the research studies and projects being undertaken by EPCO Climate Change cell.
4. Executive Director EPCO mentioned that EPCO has obtained Host Country Approval for its CDM Project Design Document on energy efficiency in street lighting of 14 Municipal Corporations in Feb 2010. Chief Secretary suggested that all municipal authorities should be encouraged to install energy saving devices like timers for auto switching in street lighting.

(Action by: PS (UAD))
5. Principal Secretary Urban Administration and Development, informed that Bureau of Energy Efficiency has appointed consultant TUV-SUD as part of the Municipal Demand Side Management program.
6. Addl. Chief Secretary and APC, emphasized that weather forecasting and early warning is vital for agriculture sector. It is therefore necessary that capacities should be developed to interpret the climate models in the regional context. Based on the inference necessary information may then be relayed to the farming community. He also suggested that Meteorological experts should be associated with the consultation process.

(Action by: ED, EPCO)
7. Discussing the sectors which are likely to be highly sensitive to climate change, the Chief Secretary noted that while devising the strategies for Agriculture sector Animal Husbandry and Horticulture should be included. Similarly, wildlife is quite susceptible to changing climatic conditions and often gets neglected. Hence wildlife issues should be considered in the State Climate Change Action Plan.

(Action by: ACS (Forest); PS (Agriculture); ED, EPCO)
8. Noting the significant possibility of GHG reductions in Transport sector, the Chief Secretary suggested that Transport department should be included in the sectoral consultation process.

(Action by: ED, EPCO)

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9. The Chief Secretary underlined that the priority for the State should be Vulnerability and Adaptation (V&A). He emphasized that State Action Plan on Climate Change (SAPCC) should primarily focus on sectors like Water, Agriculture, Forests and Human health. Mitigation efforts can be focused on Transport, Municipal Waste Management and Energy sectors.

(Action by: ACS(Forest); PS(Agriculture); PS(Irrigation); PS(UAD); Sec(Health); ED, EPCO)


10. ED EPCO reported that Climate Change Cell wants to approach all concerning departments to nominate nodal officers for climate change related works who can act as link between Climate Change Cell and their parent department. The Chief Secretary suggested that instead of nominations of officers posted in the Secretariat or Directorates, it will be more productive if officers from institutions and organizations like SFRI, KNKV, WALMI could be nominated in the departmental core team.

(Action by: ED, EPCO; concerned departments)

11. The Chief Secretary mentioned that a copy of the National Climate Change Action Plan (NAPCC) be circulated to all concerning Departments.

(Action by: ED, EPCO)

The meeting ended with thanks to the Chair.


31/5/2010
(Manoj Govil)
ED EPCO and
Member Convener (PSC)

PSC Second meeting

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GoMP-UNDP Project on Strengthening of MP Climate Change Cell Minutes of 2nd Project Steering Committee (PSC) Meeting held on 28th March 2011

1. The second meeting of the Project Steering Committee (PSC) of UNDP project on Strengthening Madhya Pradesh Climate Change Cell was organized on 28th March 2011 in the Chief Secretary's anteroom, Vidhan Sabha. The list of attendees is attached as Annex- I.
2. Principal Secretary Housing and Environment, briefed the committee about the initiatives taken by EPCO followed by a agenda wise presentation by DG EPCO .

Agenda Item	Decision/ Observations
1. Confirmation of the minutes of the 1st PSC	Minutes of the first Meeting were ratified with the permission of Chair.
2. Compliance Report of First PSC Meeting	<p>DG, EPCO presented the compliance report before the PSC. He submitted that capacity building activities for the professional engaged in climate cell are being organized.</p> <p>Chairman PSC enquired about the participation of professionals from academic and scientific institutes. It was submitted that scientists and experts from various academic institutes are being associated in the consultation process.</p>
3. Review of project activities	<p>Activity 1 Policy Review</p> <p>While presenting the activity wise progress of the project, DG EPCO apprised the PSC that the policy review report was expected from IIFM by the end of Jan 2011 which has been delayed by two months.</p> <p>Chair noted that IIFM would have to garner additional technical inputs to review the policies of sectors like health, agriculture and animal husbandry. It was submitted that a team of experts in IIFM from varied disciplines is working on this assignment and if need be technical support will be provided.</p> <p>DG EPCO apprised the PSC that regular monitoring with IIFM is being done to ensure that the desired outputs are delivered in time.</p> <p>Activity 2 & 3 Sectoral and Agroclimatic Zone wise Consultations</p> <p>Regarding activity 2 and 3 DG EPCO said that in the last six months the climate change cell has organized 9 sectoral consultations and 13 regional consultations at agroclimatic zones. The sectoral consultations were organized in-house by CC Cell whereas services of Centre for Environment Education were engaged for consultations at agro climatic zones.</p> <p>The workshops with Health and RD Department are proposed in the month of April.</p> <p>Activity 4 SAPCC Preparation</p> <p>PS H&E informed the PSC that one of the main objectives of the GoMP UNDP Project is to prepare the SAPCC. He presented the proposed timelines for the SAPCC. He said that Ministry of Environment and Forests is expecting the draft by 31st March 2011. In this context a letter from Special Secretary, MoEF has also been received.</p> <p>For this activity also services of IIFM have been engaged and the draft</p>

	<p>report was expected by February 2011. Since the draft report from IIFM is awaited ED EPCO wrote a letter to Director IIFM to expedite the work and inform about the status. DG EPCO said that regular meetings with IIFM will be organized to ensure that the draft would be ready by mid May 2011.</p> <p>PS, H&E informed that during the review meeting conducted by MoEF on 11th Feb 2011. It was conveyed that given the process adopted by GoMP for SAPCC making it would be difficult to submit the SAPCC draft by 31 March 2011. Accordingly, a draft reply is proposed to be sent to MoEF.</p> <p>Activity 5 DPR for KMC DG EPCO informed that services TERI are being taken for preparation of the DPR for Knowledge Management Centre of Climate Change. An MoU with TERI would be signed soon.</p> <p>Activity 6 & 7 Capacity Building & Engagement of Project Manager Since UNDP has slashed the agreed budget amount, the proposal to engage a full time project manager has been dropped. It was informed that Gol up till now has not given any financial support for SAPCC making and the entire expenses are being made under the UNDP Project budget.</p> <p>Recently, the MoEF has asked to submit request for limited financial support of ₹ 10 Lakhs for the current financial year. Accordingly, a proposal has been sent to MoEF.</p>
4. Proposal to form sectoral working groups	<p>Chair noted that given the sectoral diversity and the geographical size of the state it would be appropriate if the State Action Plan is discussed sector by sector. DG EPCO submitted that draft SAPCC would be submitted simultaneously to all the concerning departments for their endorsement and to subject experts for technical vetting.</p> <p>For departmental endorsement it is proposed to constitute sectoral working groups.</p>
5. Any other Business with the permission of Chair	<p>The Addl. Chief Secretary and APC, observed that small and marginal farmers constitute about 60% of the farming community hence, they are quite vulnerable to the impacts of climate change. She said that SAPCC should take note of this aspect. Similarly, weather based insurance index initiative should also be mentioned in the SAPCC.</p> <p>The Chair enquired about the scientific inputs taken for SAPCC making especially the climate scenarios and regional climate models.</p> <p>PS H&E apprised the Chair that there is very little information available in the public domain about the predicted climate change impacts at the regional level. The Indian Institute of Tropical Meteorology under the Ministry of Earth Sciences, Gol is the nodal agency for providing information on the regional climate change related issues. CC Cell is in touch with IITM Pune and efforts are being made to procure necessary information.</p> <p>The MoEF has given a broad framework of the SAPCC and has categorically asked the State Govts not to prepare the Green House gas inventories or take up regional climate change modeling exercises.</p>

The meeting ended with thanks to the Chair.

(Praveen Garg)
Executive Director, EPCO
Member Convener (PSC)

PSC Third Meeting

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GoMP-UNDP Project on Strengthening of MP Climate Change Cell Minutes of 3rd Project Steering Committee (PSC) Meeting held on 13th June 2012

The third meeting of the Project Steering Committee (PSC) of UNDP project on Strengthening Madhya Pradesh Climate Change Cell was organized on 13th June 2012 under the chairmanship of Chief Secretary GoMP. Following were present-

1	Shri R Parasuram Chief Secretary, Government of MP	In Chair
2	Shri Iqbal Singh Bains Principal Secretary, H&E Deptt	Member
3	Shri R S Julaniya Principal Secretary, Water Resources Deptt	Member
4	Dr Devraj Birdi Principal Secretary, Forest Deptt	Member
5	Shri R K Swain Principal Secretary, Health Deptt	Member
6	Shri Shailendra Singh Principal Secretary, Scheduled Caste Welfare Deptt	Member
7	Shri S P S Parihar Principal Secretary, UADD	Member
8	Dr. Ravindra Pastor Mission Director, National Rural Health Mission	Member
9	Smt Alka Upadhyaya CEO, MP Rural Road Development Authority	Member
10	Shri Amit Anand State Representative, UNDP	Member
11	Shri Akhilesh Kekre State Representative, UNDP	Member
12	Manohar Dubey, Executive Director, EPCO	Member Convener

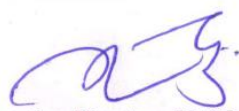
Principal Secretary Housing and Environment, briefed the committee about the initiatives taken by EPCO in the field of Climate Change followed by an agenda wise presentation:

Agenda Item	Decision/ Observations
1. Confirmation of the minutes of the 11 th PSC meeting	Minutes of the second Meeting were ratified. No Comments
2. Compliance Report of Second PSC meeting	DG, EPCO presented the compliance report. Accepted with no comments.

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<p>3. Review of project activities</p>	<p><u>Approval of MP State Action Plan on Climate Change</u></p> <p>DG, EPCO made a brief presentation on MP State Action Plan on Climate Change. The sectoral strategies were discussed in detail. The chair appreciated the strategies but emphasized on finding the ways for implementation of these strategies. SAPCC has been approved.</p> <p><u>State Climate Change Knowledge Management Centre</u></p> <p>A short presentation on State Climate Change Knowledge Management Centre was made by Director General, EPCO. The chair appreciated the initiative.</p> <p>ED, EPCO briefed the members of the PSC that efforts are being made to mobilize resources for Knowledge Management Centre. It was decided to create a budget in the State Government for supporting Knowledge Management Centre. A proposal from EPCO to State Government will be submitted for the same.</p> <p><u>Review of other project components</u></p> <p>PSC was appraised about the financial and physical progress of the project, capacity building activities as part of GoMP-UNDP Project.</p> <p>The chair suggested including policy makers and public representatives under capacity building initiatives.</p> <p>State Representative, UNDP appraised the committee about funds transfer and utilization status of the project. In the current financial year, funds amounting INR 17,00,000/- only have been transferred to EPCO from UNDP. He also informed the PSC that in the regional consultation workshops, public representatives participated.</p>
<p>4. Any other Business with the permission of Chair</p>	<p>None.</p>

The meeting ended with thanks to the Chair.


Executive Director, EPCO
Member Convener, GoMP-UNDP
PSC

Project Implementation Committee

PIC First Meeting

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जलवायु परिवर्तन विषय पर एफको-यू.एन.डी.पी. परियोजना क्रियान्वयन समिति की
पहली बैठक दिनांक 26.02.10

1. एफको-यू.एन.डी.पी. परियोजना अंतर्गत गठित परियोजना क्रियान्वयन समिति की पहली बैठक प्रमुख सचिव, आवास एवं पर्यावरण विभाग की अध्यक्षता में दिनांक 26.02.2010 को सम्पन्न हुई। बैठक में निम्नलिखित अधिकारी उपस्थित थे :-

1. श्री मनोज गोविल, कार्यपालन संचालक, एफको,
2. श्री अरूण कोचर, संचालक, नगर तथा ग्राम निवेश विभाग
3. श्री अनित आनंद, राज्य कार्यक्रम अधिकारी, एफको-यू.एन.डी.पी. परियोजना
अपर सचिव, वित्त के स्थानान्तरण होने के कारण वे इस बैठक में उपस्थित नहीं हो सके।

2. बैठक का कार्यवाही विवरण निम्नानुसार है :-

समिति के समक्ष वर्ष 2009 के वार्षिक कार्य योजना में वर्णित कार्यों के संबंध में गतिविधियां प्रगति का विवरण प्रस्तुत किया गया। समिति द्वारा चर्चा उपरान्त निम्नलिखित निर्णय लिये गये :-

- (i) राज्य जलवायु परिवर्तन कार्य योजना बनाने के लिए प्रस्तावित सलाहकारी समूह (Advisory Group) में राज्य शासन के संबंधित विभागों के अधिकारियों को सम्मिलित किया जाए तथा अकादमिक संस्थानों के विषय विशेषज्ञों एवं शासकीय विभागों के प्रतिनिधियों के संबंध में एक संतुलन बनाया जाए। इस सलाहकारी समूह को संशोधित कर इसे सभी सदस्यों को अवलोकनार्थ भेजा जाए और यदि सुझाव प्राप्त हो तो इसमें संशोधन कर सलाहकारी समूह का गठन किया जाए।
- (ii) परियोजना को आरम्भ करने के लिए Launch Workshop का शीघ्र आयोजन किया जाना है। इस संबंध में जानकारी दी गई कि कार्यक्रम की रूपरेखा एवं आमंत्रण सूची एवं आमंत्रितों को भेजने हेतु पत्र का प्रारूप तैयार है। अध्यक्ष ने कार्यक्रम की रूपरेखा का अवलोकन करने के पश्चात् निर्देश दिए कि कार्यशाला की अवधि 1½ दिन रखना उचित होगा ताकि इसमें आवश्यक विषयों पर सम्यक् रूप से चर्चा हो सके एवं विशेषज्ञों की उपस्थिति सुनिश्चित की जा सके। यह निर्देश भी दिए कि सभी संबंधित विभागों के प्रमुख सचिव से दूरभाष एवं व्यक्तिगत सम्पर्क कर कार्यशाला में वरिष्ठ अधिकारियों का नामांकन प्राप्त करने के प्रयास किये जाएं।

13/2/2010

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- (iii) समिति को जानकारी दी गई कि वर्ष 2009 में वर्णित गतिविधियों के अनुसार आवश्यक कम्प्यूटर उपकरण एवं प्रकोष्ठ हेतु फर्नीचर क्रय करने से संबंधित स्वीकृति परियोजना संचालक द्वारा दी गई हैं। इस संबंध में शीघ्र आवश्यक कार्यवाही की जाये।
- (iv) परियोजना के सफल संचालन हेतु प्रस्तावित वर्ष 2009 की कार्य योजना में यह प्रस्तुत किया गया था कि इस विषय से संबंधित ज्ञान रखने वाले प्रोफेशनल को संविदा पर कंसलटेंट नियुक्त किया जाएगा। इस संबंध में भारतीय वन प्रबंध संस्थान के वर्ष 2009-10 बैच के विद्यार्थियों का केम्पस सिलेक्शन करने हेतु कार्यपालन संचालक द्वारा सेवानिवृत्त प्रधान वन संरक्षक डॉ० ए.के. द्विवेदी की अध्यक्षता में समिति का गठन किया गया था। समिति की अनुशंसा अनुसार 4 प्रोफेशनल का चयन किया गया है जो अप्रैल 2010 से कार्य प्रारम्भ कर सकते हैं। इस संबंध में परियोजना क्रियान्वयन समिति ने इसके चयन का अनुमोदन किया।
- (v) वर्ष 2010 की कार्य योजना को (AWP) समिति की समक्ष प्रस्तुत किया गया। समिति को यह जानकारी दी गई कि एफको ने वर्ष 2010 की कार्य योजना रू.2,154,000/- की बनाई थी। इस परियोजना पर नई दिल्ली एवं भोपाल में हुई चर्चा के उपरान्त कार्य योजना की लागत यूएनडीपी ने घटाकर लगभग 45 लाख (100,000 यूएस डॉलर) का प्रस्ताव रखा है। प्रमुख सचिव ने यह सुझाव दिया कि प्रस्तावित गतिविधियों को दृष्टिगत रखते हुए इस संबंध में पुनः विचार कर इसको संशोधित किया जाए। आवश्यकता हो तो यूएनडीपी के संबंधित अधिकारियों से निवेदन कर चर्चा हेतु भोपाल आमंत्रित किया जा सकता है।
- (vi) परियोजना एफको द्वारा संचालित की जा रही है अतः एफको के शासी परिषद द्वारा महानिदेशक एवं कार्यपालन संचालक, एफको एवं अन्य अधिकारियों को प्रत्यायोजित वित्तीय एवं प्रशासकीय अधिकार यूएनडीपी परियोजना के संचालन हेतु भी लागू रहेंगे।

अध्यक्ष ने यह निर्देश दिए कि मुख्य सचिव की अध्यक्षता में गठित प्रोजेक्ट स्टेयरिंग कमेटी की बैठक शीघ्र आयोजित की जाए।

बैठक धन्यवाद के साथ सम्पन्न हुई।

D. Singh
13/3/2010

Second PIC meeting

GoMP-UNDP Project on Climate Change
Minutes of the Second Project Implementation Meeting
13th August 2010

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The second PIC meeting was held on the 13th of August 2010 in the conference Hall of EPCO. Shri. Alok Srivastava, Principal Secretary, Department of Housing and Environment, GoMP chaired the meeting. Following members and special invitee attended the meeting

1. Shri Ashish Upadhyaye, Commissioner, Town and Country Planning Department
2. Shri Ashok Shah, Executive Director, EPCO and SPD, GoMP-UNDP Project
3. Shri V. R. Khare, (Retd. PCCF) Advisor Climate Change, EPCO – Special invitee
4. Shri Satyanand, Additional Secretary, Finance, Govt. of MP
5. Shri Amit Anand, State Programme Officer, UNDP, Bhopal

The meeting began with a presentation giving the brief status of the project followed by presentation on each agenda points. Agenda wise discussion and decisions taken are summarized as below.

S. No.	Agenda item	Decision/ Instructions
1	Compliance report of first PIC meeting	A detailed compliance report was presented before the PIC. Members were appraised that the instructions given in the first PIC meeting had been complied with.
2	Review of project activities and AWP 2010	<p>The PIC reviewed the activities proposed for the current year 2010. It was informed that despite signing the AWP in early June 2010 and submitting all other information in the requisite formats, UNDP has not released the funds to EPCO as yet.</p> <p>The UNDP representative Mr Amit Anand informed that UNDP head office has released the funds on 11th August 2010.</p> <p>Members suggested that sectoral consultations workshops should be conducted prior to the agro climatic zone workshops. This will help the departments to understand the purpose of these workshops better and accordingly necessary directives can be given by them to the field functionaries.</p> <p>The Chairman instructed that process of consultations should start without further delay. Department from where Nodal officers have already been nominated should be invited first and process of consultation should begin.</p> <p>For conducting these sectoral workshops a model</p>



		<p>template should be designed in consultation with the nodal officers.</p> <p>It was informed that Requests for Proposal for Activities listed under Output No 1.1 (Sectoral Policy Review), 1.4 (Drafting SAPCC) and 2.1 (Proposal for KMC) have been invited from three Institutes namely- IIFM-Bhopal, IIM-Indore, and NITIE- Mumbai. The response is being evaluated and after due approval work will be awarded and agreement will be signed.</p> <p>Chairman directed to expedite this work and identify suitable agency at the earliest.</p>
3	Revised project document	<p>It was informed that EPCO had made the observation in May 2010 over telecon organized by UNDP. Subsequently, discussions that have taken place over telephone were confirmed and UNDP was requested to finalize the Project Document. The approved project document is awaited. ED EPCO and State Project Director has sent letters to UNDP in this regard.</p> <p>The PIC noted with concern that the Project Document has not been finalized as yet. It was decided to pursue the matter with UNDP. This will help to finalize the size of the AWP-2011 and 2012 and sign the AWPs well in time.</p>
4	CC Cell initiatives	<p>The PIC was apprised about the other initiatives taken by the CC Cell. While appreciating the initiatives the Chairman PIC directed that care must be taken to see that GoMP-UNDP time lines are achieved and we should not fall behind the schedule by getting involved in activities other than project activities.</p> <p>In this context it was decided to focus energies on the GoMP-UNDP project and formulate the SAPCC as per the schedule.</p>
5	Any Other Business with the permission of Chair	
5.1	Workshops Proceedings	Chairman directed to circulate the proceedings of the workshops.
5.2	Activity chart	Activity chart and achievement against it to be placed in next PIC meeting

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The meeting ended with thanks to the chair.

Third PIC meeting

GoMP-UNDP Project on Climate Change
Minutes of the Third Project Implementation Meeting
16th December 2010

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The third PIC meeting was held on 16th of December 2010 in Vallabh Bhavan, Bhopal. Shri. Alok Srivastava, Principal Secretary, Department of Housing and Environment, GoMP chaired the meeting. Following members and special invitee attended the meeting

1. Shri Praveen Garg, Executive Director, EPCO and SPD, GoMP-UNDP Project
2. Shri Ashish Upadhyay, Commissioner, Town and Country Planning Department
3. Shri V. R. Khare, (Retd. PCCF), Advisor Climate Change, EPCO – Special invitee
4. Shri Satyanand, Additional Secretary, Finance, Govt. of MP
5. Shri Amit Anand, State Programme Officer, UNDP, Bhopal

The meeting began by apprising the PIC about the activities conducted in the project so far. Agenda wise discussion and decisions taken are summarized as below.

S. No.	Agenda item	Decision/ Instructions
1	Compliance report of second PIC meeting	A detailed compliance report was presented before the PIC. Members were appraised that the instructions given in the second PIC meeting are being complied with. It was instructed that the hard copies of the workshop proceedings may be circulated to the PIC members
2	Review of project activities and AWP 2010	The PIC reviewed the progress of the activities and was informed that the project document has been finalized and ED, EPCO has signed it on behalf of Government of Madhya Pradesh. Signed copies have been sent for counter signatures to UNDP. PIC was also informed that AWP 2010 was signed in May 2010 and UNDP could release the funds only in August 2010. Thereby, only four months were available effectively to conduct the activities for the year 2010. Chairman said that now that the project document has been signed, the AWP 2011 should be finalized immediately and UNDP be requested to release the funds well in time. Appreciating the progress of the project the Chair said that the workshops conducted have been good and the remaining workshops should be conducted till January. The need for holding ACZ-wise workshops early was emphasized. It was informed that proposals for KMC had been invited





		afresh and TERI and IIM – L had shown positive response. If it did not materialize it was indicated that UNDP's assistance may be sought
3	Approval of AWP 2011	<p>UNDP representative Mr. Amit Anand informed that according to the UNDP procedures if an amount had not been utilized for the current AWP, it would not be available next year. The activities would have to be clubbed for the next AWP.</p> <p>It was informed that against the amount in the project document of ₹1.71 Crore AWP 2011 proposed by us was ₹1.16 Crore. As per the email received from UNDP this has further been slashed by to ₹45 Lakhs (100,000 USD).</p> <p>Expressing concern over slashing of the budget halfway through the project the Chairman said that this issue should be raised with UNDP in writing and UNDP be requested to honour the budgetary proposal made in the project document.</p> <p>In case UNDP finds it difficult to support, then possibilities be explored to get financial assistance from other donor agencies.</p>
4	Agenda setting and dates of PSC	The proposed agenda was approved
5	Any Other Business with the permission of Chair	
5.1	A need was felt for a brainstorming session to discuss the form and content of SAPCC and also the outcomes of consultation workshops. It is also important that the salient features of the structure and function of the knowledge management centre be identified. In this context it was suggested that a one day workshop be organized wherein all members of PIC and other concerning experts be invited.	
5.2	It was instructed that the hard and soft copies of project document should be shared with all the members of the PIC and put up on the website.	
5.3	The vacancy announcements should be uploaded on the Solution Exchange community	

The meeting ended with thanks to the chair.

Fourth PIC meeting

GoMP-UNDP Project on Climate Change
Minutes of the Fourth Project Implementation Committee Meeting
17th February 2011

The Fourth PIC meeting was held on 17th of February 2011 in Vallabh Bhavan, Bhopal. Shri. Alok Srivastava, Principal Secretary, Department of Housing and Environment, GoMP chaired the meeting. Following members and special invitee attended the meeting

1. Shri Praveen Garg, Executive Director, EPCO and SPD, GoMP-UNDP Project
2. Shri V. R. Khare, (Retd. PCCF), Advisor Climate Change, EPCO – Special invitee
3. Shri Amit Anand, State Programme Officer, UNDP, Bhopal

The meeting began by apprising the PIC about the activities conducted in the project so far. Agenda wise discussion and decisions taken are summarized as below.

S. No.	Agenda item	Decision/ Instructions
1	Confirmation of the minutes of III PIC and compliance report	Minutes of the III PIC were approved. A detailed compliance report was presented before the PIC.
2	Review of progress	<p>The PIC was apprised that the ACZ wise workshops are being conducted from 14th Feb to 9th March 2011. After inviting open Request for proposals in newspaper, CEE, Ahmedabad has been awarded the work based on the technical and financial offer. The action was approved by PIC.</p> <p>It was instructed that the proceedings of the workshops and the final output of the ACZ workshops submitted by CEE should be uploaded on the website as it would also form a part of knowledge management.</p> <p>Chairman opined that as the outcomes of the workshops would finally feed into the SAPCC, the process of drafting the SAPCC should begin. Attempt should be made to have the first draft ready by 30th April 2011.</p> <p>Regarding the Knowledge Management activity it was instructed that capacity building was a major activity and more avenues may be explored for the same.</p> <p>Regarding the post of a Project manager, the PIC was informed that it would not be possible to hire a PM due to the budget cut in the current AWP 2011. It was instructed that possibilities should be explored to get funds from MoEF. A proposal should be sent to MoEF at the earliest.</p>

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3	Finalization of Project Document	The PIC was informed that the project document has been sent to UNDP for counter signatures in Dec 2010.
4	Finalization of Annual Work Plan – 2011	The draft AWP for 2011 was presented before the PIC which has been finalized at 150,000 USD as per the maximum ceiling given by UNDP. PIC accorded its approval for the same.
5	Any Other Business with the permission of Chair	
	The Chairman said that there is a need to look at the outcomes of the stakeholder consultations workshops so that SAPCC may be appropriately informed. In this context a brainstorming session inviting IIFM, CEE and some Nodal Officers may be organized at the earliest.	

The meeting ended with thanks to the chair.

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Fifth PIC meeting

GoMP-UNDP Project on Climate Change Minutes of the Fifth Project Implementation Committee (PIC) Meeting 30th July, 2011

The Fifth PIC meeting was held on 30th July, 2011 in EPCO, Bhopal. Shri Iqbal Singh Bains, Principal Secretary, Department of Housing and Environment, GoMP chaired the meeting. Following members attended the meeting.

1. Shri Manohar Dubey, Executive Director, EPCO and SPD, GoMP-UNDP Project
2. Shri V. R. Khare, (Retd. PCCF), Advisor, Climate Change, EPCO
3. Shri Satyanand, Additional Secretary, Finance Department, Govt. of MP
4. Shri B.N. Tripathi, Additional Director, Town and Country Planning Department (Representing Commissioner Town & Country Planning)
5. Shri Akhilesh Kekre, Representing, UNDP MP State Office, Bhopal

The meeting began with a presentation giving the brief status of the project followed by presentation on each agenda points. Agenda wise discussion and decisions taken are summarized as below.

S. No.	Agenda item	Decision/ Instructions
1	Compliance report of IV th PIC meeting	A detailed compliance report was presented before the PIC.
2	Review of Project Progress	The PIC reviewed the Project Progress for the current year 2011.
2.1	Preparation of SAPCC	The Chairman instructed to revise the amount to be released to IIFM for the task assigned as per the quality of the document received. It was decided to terminate the contract and finalize payments. The PIC was informed that the services of Dr Sumana Bhattacharya have been taken to edit and refine SAPCC. It is expected to receive the first draft by 15 th August. The chairman instructed to ask Dr Bhattacharya to share the completed chapters for internal review and comments. PIC ratified the decision of engaging the services of Dr Bhattacharya and directed to extend the present contract or have a fresh agreement as her services will be needed even after preparation of SAPCC.
2.2	State Climate Change Knowledge Management Centre	It was informed that articles from nine authors have been received to prepare a monograph on climate change and sectoral issues in Madhya Pradesh. Chairman instructed to start a News Letter of EPCO

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		involving articles from all the wings of EPCO and circulate it among various stakeholders.
3	Project Management	Chairman asked UNDP state representative to expedite the funds release.
4.	Any Other Business with the permission of Chair	
4.1	Re- appropriation of fund	PIC agreed in principle for re-appropriation and instructed to prepare a self explanatory note indicating the amount and activity wise re-appropriation and put it up before ED and SPD, GoMP-UNDP Project for approval.

The meeting ended with thanks to the chair.

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Sixth PIC meeting

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GoMP-UNDP Project

Minutes of the Sixth Project Implementation Committee Meeting

13th January, 2012 at EPCO Conference Hall

The Sixth PIC meeting was held on 13th January, 2012 in EPCO Conference Hall, Bhopal.

Shri Iqbal Singh Bains, Principal Secretary, Housing & Environment Department, GoMP chaired the meeting. Following members attended the meeting:

1. Shri Manohar Dubey, Executive Director, EPCO and SPD, GoMP - UNDP Project
2. Shri V R Khare (Retd. PCCF), Advisor, Climate Change Cell, EPCO
3. Shri Amit Anand, State Programme Officer, UNDP, Bhopal
4. Shri Rajesh Nagal, Deputy Director, Town and Country Planning, EPCO (Representing Commissioner, Town & Country Planning)

The meeting began by appraising the PIC about activities conducted in the project so far. Discussion done and decisions taken are summarized as below:

S. No	Agenda Items	Decisions/Instructions
1.	Confirmation of the minutes of Vth PIC and Compliance Report	Compliance report was presented before the PIC and the minutes were ratified.
2.	Review of GoMP-UNDP Project and approval of Annual Work Plan-2012	The PIC reviewed output wise project progress and approved the AWP, 2012 at USD 3,27,000 . Copy enclosed
3.	Presentation on Knowledge Management Center DPR and way forward	<p>▲ It was agreed in principle that initially funds available under the Research, Training and Education budget head of EPCO may be utilized for following KMC activities:</p> <ul style="list-style-type: none">• Creation and Setting up of Community based Climate Change Innovation Centers (CBCIC)• Climate Change related IEC activities under KMC• Networking and Partnerships with institutes (academic and NGOs) across the state through MoUs <p>▲ PIC asked to submit a proposal to GIZ requesting them to demonstrate their training module –Cities and Climate Change and also explore the possibilities of partnership with GIZ for providing training to ULBs and City Managers in MP.</p> <p>▲ Start a Lecture Series in Bhopal as well as other Divisions Head Quarters of the state by inviting experts working in the field of Climate Change/environment.</p> <p>▲ Prepare a working plan for SCCKMC on lines of the DPR</p>
4.	Presentation on status of SAPCC	▲ PIC was appraised about the current status of SAPCC. It was directed that after the Nodal officers meeting, to be held on 16.1.12, the draft has to be finalized.

		<ul style="list-style-type: none"> ▲ Latest Draft of SAPCC to be sent to Ministry of Environment & Forests, GoI and UNDP for their comments
5.	Any other business with the permission of the Chair	<ul style="list-style-type: none"> ▲ The PIC agreed to take necessary steps in matter concerning with IIFM contract. ▲ The PIC gave approval for refurbishing the basic infrastructure facilities for the CC Cell in LCA building. It was decided to take the help of professional interior designer ▲ Take forward the Knowledge Partnership MoU with TERI: <ul style="list-style-type: none"> • PIC gave in-principle approval for carrying out Regional Climate Modeling. For this activity a discussion meeting inviting concerned experts, scientists and stakeholders be convened to decide the scope of work • Lighting a Billion Life Project- Proposal to make EPCO as the state center. A meeting with TERI in this regard may be fixed. ▲ Explore and plan high profile summits in line with DSDS focusing on environmental issues of MP – Possibility of conducting such an event at places like Pench or Kanha National Park near the schedule of Convention on Biological Diversity COP 11 meeting to be held in October, 2012 at Hyderabad, India

The meeting ended with thanks to the chair.

Seventh PIC meeting

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GoMP-UNDP Project

Minutes of the Seventh Project Implementation Committee Meeting

25th August, 2012 at EPCO Conference Hall


The Seventh PIC meeting was held on 25th August, 2012 in EPCO Conference Hall, Bhopal.

Shri Iqbal Singh Bains, Principal Secretary, Housing & Environment Department, GoMP chaired the meeting.

The meeting began by appraising the PIC about activities conducted in the project so far. Discussion done and decisions taken are summarized as below:

S. No	Agenda Items	Decisions/Instructions
1.	Confirmation of the minutes of VIth PIC and Compliance Report	Compliance report was presented before the PIC and the minutes were ratified.
2.	Review of GoMP-UNDP Project	<ul style="list-style-type: none">▲ The PIC reviewed output wise project progress▲ Sectoral Policy Briefs – EOI to be invited▲ Framework for M&E of SAPCC – EOI to be invited▲ Due to the inordinate delay in releasing funds by UNDP, it is directed to spend the remaining funds for 2012 as and when received and if not spend at the end of the project then the excess funds would be returned to UNDP.
3.	State Climate Change Knowledge Management Centre (SCCKMC)	<ul style="list-style-type: none">▲ Following Activity to be Outsourced – EOI to be invited<ul style="list-style-type: none">• Sectoral Training needs assessment and training modules• Organizing sectoral training• Community based Climate Change Innovation Centers▲ Follow up Letter to Secretary, DST.▲ Explore possible financing channels to set up CC Cells within departments and Capacity Building of Departments on mainstreaming of SAPCC Strategies
4.	IIFM Issue – Review Committees' decision	<ul style="list-style-type: none">▲ A committee has been constituted▲ The documents submitted by IIFM were reviewed by the committee▲ IIFM has sent a revised letter requesting to release the payment▲ The committee recommends releasing Rs 9.5 lakhs to IIFM as balance payment.▲ PIC also recommended releasing Rs 9.5 lakhs to IIFM as balance payment.▲ To seek Acceptance letter from IIFM for Rs. 15.5 lakhs
5.	Re-appropriation of funds between various Outputs of the project	<ul style="list-style-type: none">▲ PIC approved for the Re-appropriation of the funds among outputs of the project.
6.	Any other business with the permission of the Chair	<ul style="list-style-type: none">▲ To issue formal Office Order to book Salary under GoMP-UNDP of the following staff<ul style="list-style-type: none">• Mr Ashok Khurdalia, Project Management Assistant• Ms Rajita Kurup, Project Fellow• Mr Ram Babu, Office boy, CC Cell

The meeting ended with thanks to the chair.


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Eighth PIC meeting

Minutes of Meeting (Project Implementation Committee)

The eighth Project Implementation Committee meeting was convened on 12th Feb, 2013. Following members were present:

1. Mr Manohar Dubey, ED, EPCO – In Chair
2. Mr A Srivastava, Director (Training), EPCO
3. Mr B N Tripathi, Addl Director, T&CP
4. Mr Amit Anand, State Representative, UNDP
5. Mr Lokendra Thakkar, Coordinator, CC Cell, EPCO
6. Mr Manish Singh, Project Consultant, EPCO
7. Ms Sonal Khare, Project Consultant, EPCO
8. Mr A Khurdelia, PMA, EPCO

Agenda wise minutes of the meeting are as follows:

Sr.No.	Agenda	Decision/ Remarks
1	Compliance Report	Compliance Report presented. No comments
2	Project Progress	Physical and Financial Progress of project was presented. PIC appreciated the progress and outputs achieved as part of the project.
3	Funds Re-appropriation	Proposal for post facto approval of funds under different outputs was placed before PIC which was accorded.
4	Partnership with UNDP and new institutional mechanism	<p>UNDP appreciated and congratulated EPCO for achieving outputs and future roadmap in form of association with DST, NABARD, MoEF and DFID.</p> <p>Based on the good work, UNDP agreed to extend the support for next two years amounting USD 4, 00,000. This will be in the form of a new project for which they are in the process to engage a consultant for preparing Project Document.</p> <p>UNDP will also support the development and management of web portal as part of SCCKMC. It was informed that they are in process to engage an agency to develop this portal. UNDP also agreed to procure Hardware and Software for KMC. As part of that, we have received 10 Dell Desktops. Other requested equipments are being procured.</p> <p>A new institutional mechanism for review and monitoring of all the projects under CC Division was proposed which was accorded. The proposed mechanism is as follows:</p> <ol style="list-style-type: none">1. A Steering Committee under Chief Secretary, GoMP2. An Oversight Committee to be chaired by PS, H&ED3. An Implementation Committee to be chaired by ED, EPCO <p>Accordingly it was proposed to move a separate note for constitution of these committees.</p>

Meeting ended with thanks to the chair.



Project Management Unit

First PMU meeting

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GoMP-UNDP Project on
Strengthening of Madhya Pradesh Climate Change Cell
Minutes of Project Steering Committee (PSC) Meeting
15th April 2010

1. The first meeting of the Project Steering Committee (PSC) of UNDP project on Strengthening Madhya Pradesh Climate Change Cell was organized on 15th April 2010 in the Chief Secretary's office. The list of attendees is attached as Annexure I.
2. Principal Secretary Housing and Environment, briefed the committee about the initiatives taken by EPCO in the field of Climate Change and requested all the concerning departments to form a Climate Change Unit and nominate officers who can be associated with the Climate Change Cell of EPCO on a sustained basis.
3. Executive Director EPCO, made a brief presentation on the salient features of the GoMP-UNDP project. He apprised the members about the research studies and projects being undertaken by EPCO Climate Change cell.
4. Executive Director EPCO mentioned that EPCO has obtained Host Country Approval for its CDM Project Design Document on energy efficiency in street lighting of 14 Municipal Corporations in Feb 2010. Chief Secretary suggested that all municipal authorities should be encouraged to install energy saving devices like timers for auto switching in street lighting.

(Action by: PS (UAD))

5. Principal Secretary Urban Administration and Development, informed that Bureau of Energy Efficiency has appointed consultant TUV-SUD as part of the Municipal Demand Side Management program.
6. Addl. Chief Secretary and APC, emphasized that weather forecasting and early warning is vital for agriculture sector. It is therefore necessary that capacities should be developed to interpret the climate models in the regional context. Based on the inference necessary information may then be relayed to the farming community. He also suggested that Meteorological experts should be associated with the consultation process.

(Action by: ED, EPCO)

7. Discussing the sectors which are likely to be highly sensitive to climate change, the Chief Secretary noted that while devising the strategies for Agriculture sector Animal Husbandry and Horticulture should be included. Similarly, wildlife is quite susceptible to changing climatic conditions and often gets neglected. Hence wildlife issues should be considered in the State Climate Change Action Plan.

(Action by: ACS (Forest); PS (Agriculture); ED, EPCO)

8. Noting the significant possibility of GHG reductions in Transport sector, the Chief Secretary suggested that Transport department should be included in the sectoral consultation process.

(Action by: ED, EPCO)

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- 22/4/10
9. The Chief Secretary underlined that the priority for the State should be Vulnerability and Adaptation (V&A). He emphasized that State Action Plan on Climate Change (SAPCC) should primarily focus on sectors like Water, Agriculture, Forests and Human health. Mitigation efforts can be focused on Transport, Municipal Waste Management and Energy sectors.

(Action by: ACS(Forest); PS(Agriculture);
PS(Irrigation); PS(UAD); Sec(Health); ED, EPCO)

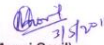
10. ED EPCO reported that Climate Change Cell wants to approach all concerning departments to nominate nodal officers for climate change related works who can act as link between Climate Change Cell and their parent department. The Chief Secretary suggested that instead of nominations of officers posted in the Secretariat or Directorates, it will be more productive if officers from institutions and organizations like SFRI, KNKV, WALMI could be nominated in the departmental core team.

(Action by: ED, EPCO; concerned departments)

11. The Chief Secretary mentioned that a copy of the National Climate Change Action Plan (NAPCC) be circulated to all concerning Departments.

(Action by: ED, EPCO)

The meeting ended with thanks to the Chair.


(Manoj Govil)
ED EPCO and
Member Convener (PSC)

Second PMU meeting

GoMP-UNDP Project on Climate Change cell Minutes of PMU meeting dated 29th June 2010

The second PMU meeting was held on the 29th of June 2010 and was chaired by Shri Ashok Shah ED, EPCO and State Project Director, GoMP –UNDP project. Following were present

In attendance:

Shri. V. R. Khare, Advisor Climate Change, EPCO
Shri. Lokendra Thakkar, Coordinator, CC Cell
Shri. Manohar Patil, Assistant Engineer
Shri. Rajendra Singh, Administrative Officer, EPCO
Shri. Ayaz Khan, Assistant AO, EPCO
Shri. Ashok Khurdeliya, Cashier, EPCO
Ms. Rajita Kurup, Project Fellow
Mr. Chandan Khanna, Project Consultant
Mr. Manish Singh, Project Consultant
Ms. Ranjane Raman, Project Consultant

The meeting began with a presentation giving the brief status of the project. Agenda wise discussion and decisions taken are summarized below.

S. No.	Agenda item	Decision	Action by
1	Engagement of a Project Manager for GoMP-UNDP	Submit a proposal for engaging a retired Government officer from Finance/ Accounts services	PC / AO
2	Review of procurement of equipments, machines and furniture.	Expedite the action	AO
3	Payment of equipments already procured. It was informed that payment for Desktops and Laptops has been made while the payment for Printer is being processed.	Expedite the process	AO/ACO
4	Logistic arrangements for workshops to be finalized. It was informed that in next 8-9 months about 32 events are to be organized at Bhopal and outside. Concern was also raised about the delayed payments process. Hence system should be in place to organize these workshops in a smooth manner.	Submit a note to AO for possible options	PC/AO
5	Sitting arrangements of project staff.	Expedite	AO
6	Preparation of sectorwise presentation for workshops.	To be presented on 9 th of July	PC and all the Project Consultants
7	Executive Director categorically instructed that the purpose and expected output of these workshops should be clearly defined before the workshop takes place.	Time limit: 15 th July	PC

Chandan Khanna
Ashok Khurdeliya
Manish Singh
Ranjane Raman

	A well laid out structure of the workshop should be decided.		
8	Discussing the other project proposed by Climate Change Cell ED instructed to expedite the process of developing of own methodology for carbon inventory assessment of typical village of Madhya Pradesh. For this purpose possibilities must be explored to tying up with appropriate institutes. Patakot, Chhindwara, Baigachak could be ideal sites for carbon neutral village project.	Time limit : 20 th July	PC
8	It was decided that Carbon sequestration of indigenous and endemic species should be assessed and possibilities of involving competent institutes should be explored	Time limit: 25 th July	PC
9	The ACZ workshops should ideally be at divisional level. Divisional Commissioner may be requested to chair. All the district officials, academicians should be invited		PC
10	It was informed that letters have been sent to the concerning Principal Secretaries requesting them for setting up Climate Change Club in colleges. It was decided that college Principals should be directly approached, initially in Bhopal and later outside. By second week of July these clubs should be setup in atleast 5 colleges of Bhopal.		PC
11	It was decided that while reviewing the UNDP project activities, progress of other activities performed by Climate Change Cell would be reviewed.		PC
12	A Study on Peepal, Banyan, Coconut, Ashok, Pakad, Mango and Neem must be initiated. A complete and comprehensive book on each tree with its origin, its mention in Vedic and pre-vedic periods should be incorporated. By the end of this financial year atleast two books/reports, one on carbon neutral village and another on one of these trees must be published by EPCO.		PC

The meeting ended with thanks to the chair.

Chandra ✓ Ranjana

 Singh

 Kalyan

Third PMU meeting

GoMP-UNDP Project on Climate Change Cell Minutes of PMU meeting dated 15th September 2010

The third PMU meeting was held on the 15th of September 2010 and was chaired by Shri. Praveen Garg ED, EPCO and State Project Director, GoMP – UNDP project. Following were present.

In attendance:

Shri. V. R. Khare, (Retd. PCCF) Advisor Climate Change, EPCO
Shri. Lokendra Thakkar, Coordinator, CC Cell
Shri. Manohar Patil, Assistant Engineer
Shri. Mantosh Guha, Accounts Officer, EPCO
Shri. Rajendra Singh, Administrative Officer, EPCO
Shri. Ashok Khurdeliya, Project Administrative Assistant, EPCO
Ms. Rajita Kurup, Project Fellow
Mr. Ashung Ngalung, Project Consultant
Mr. Chandan Khanna, Project Consultant
Mr. Manish Singh, Project Consultant
Ms. Ranjane Raman, Project Consultant

The meeting began with a presentation giving the brief status of the activities performed by the Climate Change Cell. Agenda wise discussion and decisions taken are summarized below.

S. No.	Agenda item	Decision	Action by
1	Engagement of a Project Manager for GoMP-UNDP	PM should be recruited by advertising and TOR should be prepared. He/ She should preferably be from a Science background	PC / AO
2	Review of procurement of furniture from CPA	Expedite the action	AO
3	Training and capacity building of nodal officers	This capacity building has to be done and nodal officers may accompany the cell members to IITM, Pune	PC and project consultants
5	Provide ED a table/chart of the decisions of the PIC, PSC and action taken	Submitted	PC
6	Logistic Arrangements for sectoral and ACZ wise workshops	The arrangements can be made in Palash or Ashoka Lake View and an event manager may also be arranged	AO
7	Workshop template	A workshop template should be submitted to ED for his perusal	PC /cc cell
8	Nomination of nodal officers from the departments which have not yet responded	A letter should be sent from ED and then followed up on telephone	PC cc cell
9	It was instructed to explore the possibility of partnering with international institutes for drafting the SAPCC		PC cc cell
10	The Cell was instructed to provide a draft of the SAPCC to the sector experts and suggested that advisory group may be renamed as expert panel		PC cc cell
11	It was suggested that academic heads like Vice Chancellors may chair the Agro-climatic zone wise workshops or a panel can co-chair the workshop and national level sectoral experts should also be invited for departmental workshops		PC cc cell

The meeting ended with thanks to the chair.

Praveen Garg
Chandan Khanna
Ranjane Raman
Manish Singh
Ashok Khurdeliya
Mantosh Guha
Manohar Patil
Lokendra Thakkar
V. R. Khare

13/20/2010

Fourth PMU meeting

GoMP-UNDP Project on Climate Change Cell Minutes of PMU meeting dated 30th November 2010

The fourth PMU meeting was held on the 30th November 2010 and was chaired by Shri. Praveen Garg ED, EPCO and State Project Director, GoMP – UNDP project. Following were present.

In attendance:

Shri. V. R. Khare, (Retd. PCCF) Advisor Climate Change, EPCO
Shri. Lokendra Thakkar, Coordinator, CC Cell
Shri. Mantosh Guha, Accounts Officer, EPCO
Shri. Rajendra Singh, Administrative Officer, EPCO
Shri. Ashok Khurdeliya, Project Administrative Assistant, EPCO
Mr. Ashung Ngalung, Project Consultant
Mr. Chandan Khanna, Project Consultant
Mr. Manish Singh, Project Consultant
Ms. Ranjane Raman, Project Consultant

The meeting began with a presentation giving the brief status of the activities on the GoMP-UNDP project on climate change. The financial status of the project and activities remaining were also presented. In the meeting it was presented that the total amount released from UNDP (till 30th Nov 2010) is ₹61, 99, 565/- and the balance is ₹25, 70, 519/-. It was also informed that against AWP 2010 an amount of ₹17, 50, 000 still remains to be received which will be claimed later.

Agenda wise discussion and decisions taken are summarized below.

S. No.	Agenda item	Decision	Action by
1	Engagement of a Project Manager for GoMP-UNDP	CC Cell had already submitted the TOR, advertisement and application format in the first week of October. Action is pending since then. ED directed to issue advertisement at the earliest	AO
2	Procurement of furniture from CPA	Expedite the action and the amount available in the project under the equipment and furniture subhead may be adjusted for the furniture procured by EPCO through CPA. ED visited the space allocated for CC Cell and instructed AO to ask the CPA to complete the work in the next couple of days. He also instructed AO to request DPIIP to remove their material lying in the lounge	AO
3	Event manager	The services of an event manager may not be necessary for sectoral workshops in view of Centre for Environment Education, CEE	--
4	Dates for departmental/ sectoral workshops	Put up note to PS (H&E D) informing about the status and Principal Secretaries and Secretaries of respective departments may also be informed	CC Cell
5	Conducting 12 agroclimatic zone wise workshops at 11 ACZ of MP	The assistance of CEE may be taken for conducting the ACZ workshops	Note has been put up for approval
6	A meeting for finalizing the structure of SAPCC	The meeting should be conducted on 4 th of December 2010. UNDP officials, faculty from IIFM and SPA	CC Cell
7	Hindi/English stenographer for CC Cell	Expedite the action	AO

Fifth PMU meeting

Action taken report of PMU conducted on 24.12.11

PMU meeting was conducted on 24.12.11 at EPCO Conference Hall and was chaired by Shri Manohar Dubey, Executive Director, EPCO and State Project Director, GoMP-UNDP Project. Following officials were present in the meeting:

1. Shri Lokendra Thakkar, Coordinator, CC Cell, EPCO
2. Shri Rajendra Singh, Administrative Officer, EPCO
3. Shri Manohar Patil, Executive Engineer, LCA
4. Shri Manish Singh, Project Consultant, CC Cell, EPCO

Agenda wise discussion and decision taken are as follows:

Sr No.	Agenda	Decision	Status
1	Feedback from different departments on SAPCC	It was decided to send reminder letters to remaining departments.	Reminders were sent. Feedbacks from all the departments except industries have been received.
2	Date for PSC meeting	Present a note for the date	A note was presented before ED, EPCO and it was decided that date will be sought after incorporating feedback from all the departments
3	Transfer of remaining amount of AWP-2011 to MP CDM Agency	It was decided to transfer the remaining amount to MP CDM Agency	The amount has been transferred

The meeting ended with thanks to the chair.

Sixth PMU meeting

GoMP-UNDP Project on Climate Change Cell Minutes of PMU meeting dated 27th March, 2012

A Project Management Unit meeting was held on the 27.03.12 and was chaired by Shri. Manohar Dubey, ED, EPCO and State Project Director, GoMP – UNDP project. Following were present.

In attendance:

Shri. Lokendra Thakkar, Coordinator, CC Cell
Shri Manohar Patil, Asstt Engineer, LCA
Shri. Rajendra Singh, Administrative Officer, EPCO
Shri. Ashok Khurdelya, Project Administrative Assistant, EPCO
Shri. Manish Singh, Project Consultant

Agenda wise discussion and decisions taken are summarized below.

Sr No.	Particulars	Details	Discussion/Decision Taken
1	Physical/ Financial Progress of project	SAPCC: Comments have been received from all the departments except Industries. Draft SAPCC submitted to MoEF. IInd expert committee meeting of SAPCC at MoEF is proposed on 9 th April, 2012	It was decided to write reminder letters to remaining departments. ED, EPCO also asked to put up PSC file.
		SCCKMC: DPR has been shared with different potential funding agencies Response of funding agencies CDKN: A note was sent, response received, sent to dept. of finance for consideration GIZ: Offer has been received DST: Presentation was done at Delhi. DST agreed in principle. An email has been sent	ED, EPCO instructed to follow up.
		Financial Progress: AWP-2012 has been signed by both the parties, total size for 2012 is USD 3,27,000. First installment is still awaited.	ED, EPCO was appraised about the current status of the funds.
2	Audit finding/ comments	There is no major objection in the audit. Some minor human errors have been reported which are being rectified.	ED, EPCO was appraised about the audit.
3	Space for Climate Change Cell	A note has been submitted to ED for approval. Orders awaited.	Orders are being issued.
4	Arrangement for vehicle	A note was submitted. ED has approved, orders awaited.	AO, EPCO to arrange a vehicle for CC Cell
5	Deployment of PA/ Steno	A note was submitted. ED has approved, orders awaited.	AO, EPCO to depute a steno for CC Cell

The meeting ended with thanks to the chair.

Seventh PMU meeting

Minutes of Meeting (Project Management Unit)

The Project Management Unit meeting was convened on 31st July, 2012. ED EPCO chaired the meeting. Following members attended the meeting:

1. Mr Lokendra Thakkar, Coordinator, CC Cell
2. Mr Manohar Patil, Asstt Engineer, EPCO
3. Mr Rajendra Singh, Administrative Officer, EPCO
4. Mr Mantosh Guha, Accounts Officer, EPCO
5. Mr Manish Singh, Project Consultant, CC Cell
6. Mrs Rajita Kurup, Project Fellow, CC Cell
7. Ms Sonal Khare, Project Consultant, CC Cell

Agenda wise minutes of the meeting are as follows:

Sr No.	Agenda	Decision/ Remarks
1	Physical/ Financial Progress of the project	<p>Chair was appraised about the progress of the project. It was informed that first installment was received only in June, 2012 which delayed the scheduled activities of AWP-2012.</p> <p>As the project term is ending in Dec, 2012, chair directed to</p> <ul style="list-style-type: none">- Explore possibilities to extend the project- Write a letter to UNDP to release more funds as per AWP-2012 <p>Chair directed to submit a roadmap indicating the activities to be taken in next 4-5 months</p>
2	Future Activities	<p>A roadmap indicating the activities to be submitted for approval. The project has three major outputs out of which SAPCC and DPR on SCCKMC have been completed.</p> <p>The third output focuses on mainstreaming climate change issues which mainly includes capacity building and sectoral trainings. Chair suggested that services of external agency can be procured for organizing district trainings. Similar services can be procured for capacity building of HoDs and Senior Policy Makers. He instructed to prepare ToR for the same.</p> <p>He also instructed to prepare checklists of criterion to be applied for screening of any development activity from climate change perspective/ lens. This checklist will be shared with all the concerned departments</p>
3	Infrastructure	<p>Decision on space for CC Cell will be taken by DG, EPCO</p> <p>Chair approved the proposal to procure equipments from the available budget as per the standard process. A.O. was directed to initiate the process</p>
4	A hindi typist steno is needed in CC Cell	Chair directed AO, EPCO to arrange a hindi typist in CC Cell

Meeting ended with thanks to the chair.



Eighth PMU meeting

Minutes of the meeting (Project Management Unit Meeting)

Date : 07th Jan, 2013

The Project Management Unit meeting was convened on 07th Jan, 2013. Executive Director, EPCO chaired the meeting. Following members attendant the meeting:

1. Mr. Lokendra Thakkar, Coordinator, CC Cell, EPCO.
2. Mr. Manohar Patil, Investigator, EPCO.
3. Mr. Rajendra Singh, Administrative Officer, EPCO.
4. Mr. Ashok Khurdedia, Cashier, EPCO.
5. Mr. Manish Singh, Project Consultant, CC Cell, EPCO

The meeting started with presentation of compliance report of previous meeting followed by yearly financial and physical progress of the project. The agenda wise progress is as follows:

1. **Training need assessment workshop-**
Organised on 27.11.2012.
2. **Support 3 days training course-**
Expenditure booked under the head.
3. **Equipment for KMC-**
Total 10 Computers received from UNDP.
4. **Engagement of agency for Training-**
Academy of Administration has been engaged for training and payment has been made accordingly.
5. **Meeting with IMC Commissioner-**
Meeting was conducted at Indore.
6. **Agriculture Department field functionaries capacity building-**
A detail training programme finalized with Bhoj ATMA Society, Bhopal and the payment is yet to be paid.
7. **Purchase of Books on Climate Change-**
Information Officer inform that total 8 books were ordered on 12th Dec. 2012. The time to deliver the books is 6-8 weeks. Two books received & remaining books are still awaited.
8. **SAPCC hindi translation-**
A letter has been sent to Culture Department, Bhopal to sent panel of hindi translators.

Executive Director expressed satisfaction over the achievement and appreciated the progress of project but asked to clarify that the staff working in Climate Change Cell & their salary will be booked under which head. Executive Director asked to put up a proposal of any other project separately to attach staff working in Climate Change Cell.

Chair directed to convene PIC meeting to discuss the project progress.

Meeting ended with thanks to the Chair.