



NATIONAL DISASTER MANAGEMENT AUTHORITY
Ministry of Home Affairs, Govt. of India
NATIONAL CYCLONE RISK MITIGATION PROJECT
(NCRMP)



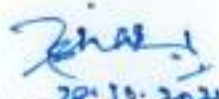
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8-1/2018/PMU (Vol.II)/ 413

28th October, 2021

Subject: Review meeting on progress of trainings under NCRMP (Phase-II) held on 22nd October, 2021 – Minutes of the Meeting-reg.

The undersigned is directed to forward herewith the Minutes of the meeting held on 22nd October, 2021 at NDMA, New Delhi to review the status of trainings under Component 'C' of NCRMP-II. The Action Taken Report (ATR) by respective SPIU's on the decisions to be furnished on fortnightly basis to PMU, NDMA.


28.10.2021
(Sanjay Sharma)
Project Manager
NCRMP, NDMA

Copy to:

- (1) Secretary, Revenue & Disaster Management, Government of Goa, Secretariat, Porvorim, Goa – 403521.
- (2) Chief Engineer (WRD) & Project Director (SPIU-NCRMP), Water Resources Department, Sinchai Bhawan, New Police Station, Alto Porvorim, North Goa-403501
- (3) Chief Executive Officer & Project Director (SPIU-NCRMP), Gujarat State Disaster Management Authority (GSDMA), Block No. 11, 5th Floor, Udyog Bhawan, Sector-11, Gandhinagar (Gujarat)- 382011.
- (4) Principal Secretary & Project Director (SPIU-NCRMP), Deptt. Of Revenue and Disaster Management , Government of Karnataka, Bhoomi & UPOR, Room No. 627, First Gate, 6th Floor, MS Building, Bangalore, Karnataka-560001.
- (5) Principal Secretary & Project Director (SPIU-NCRMP), Room No. E-203, ILDM, PTP Nagar, Thiruvananthapuram, Kerala-695001.
- (6) Principal Secretary & Project Director (SPIU-NCRMP), Relief and Rehabilitation, Revenue & Forest Department, Govt. of Maharashtra, 14th Floor, New Administrative Building, Opposite Mantralaya, Mumbai, Maharashtra- 400032
- (7) Principal Secretary cum Relief Commissioner & Project Director (SPIU-NCRMP), Disaster Management Department, Government of West Bengal, 'NABANA', West Bengal Secretariat, Howrah-711102.

Copy for information to:

- (1) PPS to JS & PD, NDMA

MINUTES OF REVIEW MEETING ON PROGRESS OF TRAININGS (CAPACITY BUILDING TRAININGS AND SHELTER LEVEL TRAININGS) UNDER NCRMP (PHASE II) HELD THROUGH VIDEO CONFERENCING ON 22.10.2021, 11:00AM AT NDMA BHAWAN, NDMA, NEW DELHI.

A virtual meeting to review the status of trainings (Capacity Building Trainings & Shelter Level Trainings) under Component 'C' of NCRMP (Phase-II) was held on 22nd October, 2021 under the Chairmanship of Smt. Sreyasi Chaudhuri, Joint Secretary & Project Director, NDMA. The meeting was attended by the Officials from PMU-NDMA and respective SPIUs. List of participants is placed herewith at **Annexure-I**.

2. The meeting commenced with a welcome note by JS & PD, NDMA. All SPIUs except Kerala made a presentation on the agenda points. The present status and decisions taken during the meeting are as follows:-

Agenda 1:- Progress in Capacity Building Trainings (Government Officials) based on NIDM modules in five priority sectors such as Health, Education, Panchayati Raj Institutions, Urban Local Bodies & Rural Development and trainee certification status.

SPIU	Present status/Progress	Decision taken/Way forward
Goa	<ul style="list-style-type: none"> 10 trainings have been imparted to 259 Government officials from various priority sectors. Total No. of trainings planned under CBT is presented as 54 which is contradicting to the actual figure (70 Nos.) finalised at the initial stage of the project. 	<ul style="list-style-type: none"> SPIU needs to ensure minimum 70 Nos. of CBT trainings are organized under the project. SPIU-Goa must ensure that the Master Trainers trained under the project are utilized for imparting further trainings to respective sectors. SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021.
Gujarat	<ul style="list-style-type: none"> 251 trainings have been imparted to 6157 Government officials from various priority sectors. SPIU-Gujarat needs to organize 79 more trainings under CBT to achieve the target. 	<ul style="list-style-type: none"> SPIU needs to organize maximum number of trainings in the 3rd quarter of FY 2021-22 and advised to plan minimum number of trainings in 4th Quarter. SPIU needs to ensure minimum

	<ul style="list-style-type: none"> • The total trainings planned to be conducted in third quarter of FY 2021-22 are extremely less in number (19 Nos.) and planned for Q4 is 60 Nos. • Annual training calendar (FY 2021-22) has not yet shared with PMU. 	<p>330 Nos. of CBT trainings are organized under the project.</p> <ul style="list-style-type: none"> • SPIU must ensure that the Master Trainers trained under the project are utilized for imparting further trainings to respective sectors. • SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • Monthly progress report must be shared in the revised prescribed format and all fields are required to be filled.
Karnataka	<ul style="list-style-type: none"> • 45 ToT trainings have been imparted to 464 Master Trainers till date. 	<ul style="list-style-type: none"> • SPIU need to organize further training programmes through the Master Trainers already been trained in respective sector. • SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • Monthly progress report must be shared in the revised prescribed format and all fields are required to be filled.
Kerala	Meeting postponed for the State of Kerala due to the absence of State Project Director & State Project Manager.	
Maharashtra	<ul style="list-style-type: none"> • 107 trainings have been imparted to 2824 Government officials from various priority sectors. • MoU has been signed between SPIU and YASHADA-Pune (Training Institute) to conduct 180 trainings. 	<ul style="list-style-type: none"> • SPIU needs to ensure minimum 266 Nos. of CBT trainings are organized under the project as per the proposal. • SPIU must ensure that the Master Trainers trained under the project are utilized for imparting

	<ul style="list-style-type: none"> • SPIU identified and trained 67 Master Trainers for conducting 180 batches of training programmes. • Monthly review meetings are being conducted under the Chairmanship of Principal Secretary to review the progress of trainings. • SPIU need to organize 159 balance trainings to achieve the target. 	<p>further trainings to respective sectors.</p> <ul style="list-style-type: none"> • SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021.
West Bengal	<ul style="list-style-type: none"> • 27 trainings have been imparted to 613 Government officials from various priority sectors. • SPIU need to organize 134 balance training programmes under CBT to achieve the target as per the proposal. • The achievements under Rural Development, Panchayat Raj Institutions & Urban Local Bodies sectors are extremely poor. • The proposed training programmes to be conducted under CBT during the FY 2021-22 are wrongly stated as 48 which are contradictory to the actual figure 134. 	<ul style="list-style-type: none"> • SPIU needs to ensure minimum 161 Nos. of CBT trainings are organized under the project as per the proposal. • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. • Consistent training programmes are required throughout every month under each priority sector.

Agenda 2:- Progress in Shelter Level Trainings (Early Warning & Communication, First Aid, Search & Rescue, Shelter Management, Mock Drills, CSMMC refresher training etc...) and trainee certification status.

SPIU	Present status/Progress	Decision taken/Way forward
Goa	<ul style="list-style-type: none"> • Shelter Level Trainings are planned to begin from 2nd week of November, 2021. • 12 Shelter Level Trainings are planned to be conducted at GIPARD campus (training implementing agency) and the remaining 36 at field level. • Task Forces are not yet formed. • No trainings have been happened under SLT till date. 	<ul style="list-style-type: none"> • SPIU need to encourage physical trainings especially at community level following COVID appropriate protocol. • Ensure 50% of Women Representation in all Task Forces. • SPIU needs to ensure minimum 48 Nos. of SLT trainings are organized under the project as mandated. • SPIU needs to rearrange all training events scheduled to be

		<p>completed by March 2022 with a deadline as December 2021.</p> <ul style="list-style-type: none"> • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • No. of Task Forces formed under each sector (<i>viz; Search & Rescue, Early Warning & Communication, Shelter Management, First Aid</i>) need to be mentioned in the monthly progress report.
Gujarat	<ul style="list-style-type: none"> • SPIU had organized 97 First Aid trainings to 2425 community representatives, 20 Search and Rescue trainings for 220 community representatives and 26 Shelter Management trainings to 114 community representatives respectively. • No programmes have been planned/conducted under Early Warning & Communication, Mock drills etc. 	<ul style="list-style-type: none"> • SPIU need to encourage physical trainings especially at community level following COVID appropriate protocol. • Ensure 50% of Women Representation in all Task Forces. • SPIU needs to ensure minimum 304 Nos. of SLT trainings are organized under the project as mandated. • SPIU needs to organize 161 balance trainings under SLT to achieve the target. • SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. • Month wise revised training plan starting from November, 2021 need to be shared with PMU by 10th November, 2021 in the prescribed format. • No. of Task Forces formed under each sector (<i>viz; Search & Rescue, Early Warning & Communication, Shelter Management, First Aid</i>) need to be mentioned in the monthly progress report.
Karnataka	<ul style="list-style-type: none"> • Total no. of trainings to be conducted under SLT is 44. • SPIU had organised one training under Shelter Management covering 	<ul style="list-style-type: none"> • SPIU need to encourage physical trainings especially at community level following COVID protocol. • Ensure 50% of Women

	<p>24 community representatives.</p> <ul style="list-style-type: none"> • EWDS awareness programs are planned to be held in 10 MPCS villages. • SLT activities are scheduled to be completed by December, 2021. 	<p>Representation in all Task Forces.</p> <ul style="list-style-type: none"> • Ensure all 44 trainings planned under SLT are completed by December, 2021. • SPIU need to organize balance 43 trainings under SLT for achieving the target. • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • No. of Task Forces formed under each sector (<i>viz; Search & Rescue, Early Warning & Communication, Shelter Management, First Aid</i>) need to be mentioned in the monthly progress report.
Kerala	Meeting postponed for the State of Kerala due to the absence of State Project Director & State Project Manager.	
Maharashtra	<ul style="list-style-type: none"> • Task Force trainings are planned to be completed by December, 2021. • 60 Nos. of community representatives are trained through 2 different trainings under CLT. • Same volunteers are chosen for all Task Forces. 	<ul style="list-style-type: none"> • SPIU need to identify separate volunteers for each Task Force through a process of community mobilization. • Ensure 50% of Women Representation in all Task Forces. • SPIU needs to ensure minimum 44 Nos. of CLT trainings are organized under the project as mandated. • Balance 42 CLT trainings must be completed by December, 2021. • SPIU needs to rearrange all training events scheduled to be completed by March 2022 with a deadline as December 2021. • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • No. of Task Forces formed under each sector (<i>viz; Search & Rescue, Early Warning & Communication, Shelter Management, First Aid</i>)

		<p>need to be mentioned in the monthly progress report.</p> <ul style="list-style-type: none"> • SPIU need to encourage physical trainings especially at community level following COVID protocol.
West Bengal	<ul style="list-style-type: none"> • SPIU had organized 280 Shelter Management trainings to 7928 community representatives, 86 First Aid trainings to 2133 community representatives, 89 Search & Rescue trainings to 2046 community representatives and 1 training to 46 community representatives under 'other' category respectively. (Ref. Progress report for the month of Sept. 2021) • The proposed training programmes to be conducted under SLT during the FY 2021-22 are wrongly stated as 146 which are contradictory to the actual balance no. of trainings 335. 	<ul style="list-style-type: none"> • Month wise revised training plan starting from November, 2021 must be shared with PMU in the prescribed format by 10th November, 2021. • SPIU needs to ensure 791 Nos. of SLT trainings are organized under the project as proposed. • Balance 335 trainings must be completed by the end of January, 2021. • SPIU need to specifically focus on trainings under the mandated priority sectors (<i>viz: Search & Rescue, Shelter Management, Early Warning & Communication, First Aid, Mock drill</i>). All additional activities organizing under SLT must be reported under 'others'. • Ensure 50% of Women Representation in all Task Forces. • No. of Task Forces formed under each sector (<i>viz: Search & Rescue, Early Warning & Communication, Shelter Management, First Aid</i>) need to be mentioned in the monthly progress report.

Agenda 3:- Progress in Shelter Management & Maintenance arrangements. (Status of CSMMC formation, Guideline document, registration under relevant Act, Transfer of Corpus Fund to CSMMC bank account)

SPIU	Present status/Progress	Decision taken/Way forward
Goa	<ul style="list-style-type: none"> • 4 Nos. of CSMMCs are on board and the same has been registered under Societies Registration Act. • CSMMC guideline has been finalized and approved by competent authority. 	<ul style="list-style-type: none"> • Balance 8 Nos. of CSMMCs need to be constituted & registered by 15th November, 2021. • Corpus Fund to the bank accounts of CSMMC Pileme, CSMMC Junaswada, CSMMC Dabolim & CSMMC Porvorim need to be

	<ul style="list-style-type: none"> • Corpus Fund has not yet transferred to any of the CSMMC. 	<ul style="list-style-type: none"> transferred by 06th November, 2021 and for balance 8 Nos. of CSMMC by 20th November, 2021. • The members of CSMMCs need to be trained on their mandated roles and responsibilities on regular interval.
Gujarat	<ul style="list-style-type: none"> • 48 CSMMCs are on board and remaining 28 are yet to be constituted. • None of the CSMMCs are registered under Societies/relevant registration Act. • 26 CSMMCs got oriented on their mandated roles and responsibilities. • Second draft guideline on MPCs management and maintenance has been shared with PMU on 21st October, 2021. 	<ul style="list-style-type: none"> • Balance 28 CSMMCs must be constituted at the earliest and fulfil CSMMC registration and bank account opening formalities by 31st December, 2021. • Corpus fund is required to be transferred to respective CSMMC bank account. • Total No. of CSMMC members got trained so far need to be mentioned the monthly progress report. • The members of CSMMCs need to be trained on their mandated roles and responsibilities on regular interval.
Karnataka	<ul style="list-style-type: none"> • All CSMMCs has been constituted and registered under the relevant Act. • Corpus Fund @5 Lacs per unit has been transferred to 10 out of 11 CSMMC bank account. • CSMMC guideline has been finalized and approved by competent authority. 	<ul style="list-style-type: none"> • The members of CSMMCs need to be trained on their mandated roles and responsibilities on regular interval.
Kerala	Meeting postponed for the State of Kerala due to the absence of State Project Director & State Project Manager.	
Maharashtra	<ul style="list-style-type: none"> • 11 CSMMCs were formed on ad hoc basis before the cancellation of MPCs from the current project. 	<ul style="list-style-type: none"> • The CSMMCs can be transformed to Village Disaster Management Committees (VDMC) as per the State Disaster Management Plan and the members may be trained accordingly. If the MPCs are confirmed through Additional Financing, the same members will get trained on shelter management and maintenance arrangements as mandated by the project.

West Bengal	<ul style="list-style-type: none"> • Revised CSMMC guideline has not yet shared with PMU despite several communications. • CSMMCs has been constituted and registered in all project sites. However, opening of separate CSMMC Bank Account & transfer of Corpus fund is pending. 	<ul style="list-style-type: none"> • SPIU must share the revised draft of CSMMC guideline in the 1st week of November. • Corpus Funds must be transferred to respective CSMMC bank account by the end of November, 2021. • The members of CSMMCs need to be trained on their mandated roles and responsibilities on regular interval.
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Agenda 4:- Any other matter considered relevant to the context of trainings under Component 'C'.

- Details of Master Trainers trained under CBT and their certification status must be shared with PMU in the prescribed format.
- Details of people and community representatives trained under SLT and their certification status must be shared with PMU in the prescribed format.
- Training agency/institute must issue training certificate to CBT & SLT participants.
- Copy of CSMMC Registration certificate of all committees registered so far is required to be shared with PMU by 30th October, 2021 and remaining on completion of registration.
- Good quality photographs of each training conducted under CBT & SLT to be shared with PMU including relevant information. (*Name of the training sector, date & place, venue etc...*)
- SPIU-Gujarat and SPIU-West Bengal need to appoint Social Experts at respective SPIU immediately.
- All SPIUs must ensure COVID protocols being followed during training events.
- SPIU-Maharashtra needs to submit 100% Fund Utilization Certificate to PMU for releasing further amount on account of Component 'C'.
- Meeting has been fixed with Project Director's of SPIU-West Bengal & SPIU-Kerala on 8th November, 2021 to discuss the critical issues pertains to CBT & SLT.

3. The meeting ended with a vote of thanks to the chair and the participants.

MINUTES OF REVIEW MEETING ON PROGRESS OF TRAININGS (CAPACITY BUILDING TRAININGS AND SHELTER LEVEL TRAININGS) UNDER NCRMP (PHASE II) HELD THROUGH VIDEO CONFERENCING ON 22.10.2021, 11:00AM AT NDMA BHAWAN, NDMA, NEW DELHI.

Sl. No.	Name of Representative/ Officials with Designation	Organisation
1	Sh. Samir Kumar, Dy. Project Director	NDMA
2	Mr. Cyriac K.J Social Management Specialist	NDMA
3	Mr. Vijay Kumar Sharma Manager (I.T)	NDMA
4	Sh. R.B. Ghanti Addl. Chief Engineer (IP), WRD	SPIU-Goa
5	Sh. Sunil Karmarkar, Executive Engineer, WRD	SPIU-Goa
6	Sh. Ashish Naik, Social Specialist	SPIU-Goa
7	Sh. Manoj Patadiya, Project Manager	SPIU-Gujarat
8	Sh. Vivek Krishnamurthy, Consultant	SPIU-Gujarat
9	Sh. Rajkumar Pujari, Project Manager	SPIU-Karnataka
10	Sh. Lokesh Kumar, Finance Specialist	SPIU-Karnataka
11	Sh. Anish P, State Level Community Mobiliser	SPIU-Kerala
12	Sh. Lahuraj Mali, Project Manager	SPIU-Maharashtra
13	Sh. Rajesh Sonune, Environment Expert	SPIU-Maharashtra
14	Sh. Satyanarayan Padihari, Team Leader, PMC-SPIU	SPIU-Maharashtra
15	Sh. Pravin Lawande, Social Expert, PMC-SPIU	SPIU-Maharashtra
16	Sh. Ashish Bodhale, PMC-SPIU	SPIU-Maharashtra
17	Sh. Amol Navathale, Procurement Expert, PMC-SPIU	SPIU-Maharashtra