

F.No.16-3/2003-SU
Government of India
Ministry of Environment & Forests
(SU Division)

Paryavaran Bhawan
C.G.O. Complex, Lodhi Road,
New Delhi -110003

Dated: 31st July, 2008

OFFICE MEMORANDUM

In supersession of this Ministry's OM of even number dated 13th March, 2006, constituting the ITTO Monitoring Committee, this Ministry has decided to revise / amend the previous constitution of ITTO Monitoring Committee Cell due to the changed positions of the members of ITTO Monitoring Committee by way of transfer or superannuation etc. The revised constitution of the said committee will be as follows:-

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|--|---|------------------|
| 1. Director General of Forests & Special Secretary | - | Chairman |
| 2. Sh. A. K. Mukherjee, Ex-DG (Forests) | - | Member |
| 3. Director (IFD) | - | Member |
| 4. Sh. G. K. Prasad | - | Member |
| 5. Dr. Bipin Behari | - | Member |
| 6. Sh. S. S. Patnaik | - | Member |
| 7. Deputy Inspector General of Forests (SU) | - | Member Secretary |

2. The Terms of Reference of the Monitoring Cell / Committee will be as follows:

- (i) To establish and implement a monitoring mechanism for the Pre-projects being implemented through ITTO's financial assistance.
- (ii) To review and monitor the implementation of the project and pre-projects in pursuance of ITTO Manual for Project Monitoring Review and Evaluation.
- (iii) To assess the necessity of the implementation of the Projects in terms of their relevance to the country's requirements and to suggest changes in the implementation plan, if required.
- (iv) To assess whether the implemented projects are achieving the intended objectives of the project and whether they are in tune with the National priorities and are also relevant to the ITTO goals and objectives.
- (v) To carry out a mid-term review of all projects and to suggest mid-term course corrections in the implemented project, if any.
- (vi) To direct and guide the executive agency to submit the necessary progress report both Physical and Financial in time, to the National focal point and review the progress made therein.
- (vii) To inspect the works under the projects and pre-projects in the field in order to guide and monitor the work of the executive agency to achieve the developmental and specific objectives of the projects and pre-projects well in conformity with outputs, activities and logical framework.

- (viii) To review and monitor the financial discipline observed by the executive agency in utilizing the budget of ITTO and to monitor the physical progress in tune with the financial achievements.
 - (ix) To review and monitor the reporting system of the executive agency about the progress through the National focal point in respect of projects, pre-projects and all the workshops funded by ITTO.
3. The ITTO Monitoring Committee constituted above would review and monitor the progress of pre-projects and projects being funded by ITTO.
 4. The meetings of the Committee shall normally be held at New Delhi under the Chairmanship of DGF&SS whereas the supervision of project activities will be done at their respective places.

This issues with the approval of Director General of Forests & Special Secretary, Ministry of Environment & Forests, New Delhi.



(Dr. Bipin Behari)
Deputy Inspector General of Forests

Copy to:

1. All the Member of Committee
2. PPS to Secretary (E&F)
3. PPS to DGF&SS
4. PPS to ADG (FC)
5. Guard file