Amendment to the Rules & Regulation of PHDMA approved by Governing Body Meeting held on 05.10.2020

With a view to further strengthening and improving the working of PHDMA and in accordance with the clause 21 of the Rules and Regulations of Poverty and Human Development Monitoring Agency (PHDMA), the following amendments to the rules and regulation of PHDMA are recommended.

In order to bring about a substantial improvement in the confidence building and desired competency towards accomplishment of public services and to institutionalize documentation of best practices, success stories & case study relating to poverty & human development and its impact assessment and establishment of a standardized communication channel the following five new clauses 7(k), 7(l), 7(m), 7(n), 7(o), 7(p) may be inserted below the clause 7(j) under the heading of **"Power and Functions of the Agency":**

7(k): Conduct training and capacity building and support various Departments and field functionaries in monitoring, evaluation and documentation of best practices adopted by state Government towards poverty alleviation and transformation in Governance.

7(I): Enter into agreement / MOU with institution of international repute and institutions under the state & central Government for knowledge sharing to achieve its objectives.

7(m): Undertake to outsource work concerning specific skill set to constant/ Agencies/ Government Departments/ Institutions who have MOU/ agreement/ contract with Government of Odisha for achieving objective of PHDMA.

7(n): Undertake to create a 'Knowledge Repository' through collection of data, best practices and surveys, documentation from different Government Departments and multiple sources directly, indirectly, participatory mode which will be available for distribution, sharing, reference.

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7(o): in order to institutionalize documentation of best practices, success stories & case study relating to poverty & human development and its impact assessment and establishment of a standardized communication channel.

7(p): Take initiatives to collaborate with different international organizations of repute, Reputed Academic Institutions for being knowledge partner on a strategic evidence based approach to policy making, monitoring of human development indicators, rigorous evaluation, support capacity building in order to meet its objectives of alleviating poverty and enhancing human development.

The sub clause 'e 'in the clause 7 may be modified as:

(e) Seek, receive and manage funds/ grants from different sources including the state Government, Government of India, Financial Institutions/ DFID/ UNDP/ World Bank, DMF, CSR and other external donors.

The following new clause 14(iii) may be inserted below 14(ii) and existing 14(iii) may be termed as 14(iv).

14(iii) Assistance from DMF / CSR / Sponsorships from state & central PSUs.

A new sub clause '2.2'in the clause '2'may be inserted below the clause 2.1 as:

2.2 In order to fast track the decision making process for transformative Initiatives and monitoring in the face of growing challenges in the field of Governance a Working Committee need to be constituted comprised of following members:

1.	Member Secretary, PHDMA	- Chairperson
2.	Director Special Project	- Member
3.	Director, NRLM	- Member
4.	Director Agriculture	- Member
5.	Director, Animal Husbandry	- Member

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6.	Director, Horticulture	- Member
7.	Director Fisheries	- Member
8.	Director Watershed	- Member
9.	Director (ST)	- Member
10.	State Project Director, OSEPA	- Member
11.	Director, ICDS & SW	- Member
12.	Representative of HUD	- Member
13.	Joint Secretary, E & IT Department	- Member
14.	Representatives of any other department as and when required.	- Member
15.	O.S.D., PHDMA	- Convener

The sub clause ii(B) in the clause ii may be modified as:

(B) Member Secretary: *All the executive and financial powers of the Agency shall vest in Member, Secretary, subject to condition that all decisions will have to in principle concurrence of President and approved within one year by Governing Body who shall act as Chief Executive of the Agency. He/she shall be responsible for overall administration of the Agency and to discharge its assigned functions in accordance with the prescribed procedures. He/she will monitor the progress and flow of funds for effective implementation of the assigned functions and programme, recruit and appoint staff, exercise such other powers in view of urgent public interest and governance as and when required and get post facto to approval by the Governing Body within a period of six months of the same.*

The clause '8' may be modified as:

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In view of dealing and coping with growing challenges with a view to discharging the new responsibilities on documentation of best practices in the field of sustainable development and livelihood bringing about transformation in the lives of people at large with a clear vision the clause '8' may be modified as: The Agency shall have mainly three types of personnel:

Subject Specialists: *including one System Analyst / IT Specialist and one Professional having adequate experience in communication in the socio economic development sector;*

Support Staff: *including* ***one*** *content writer, two data entry operators, three young professionals, one Accountant, three peons, two security personnel. These staff shall be engaged for a period not more than three years either on deputation from State Government or on contractual basis through outsourced Agency with which State Government Departments have MOU or can be hired through International Organizations of repute.*

(Mentor for ODep-Fellow to be nominated from academic institution honorary basis and one Coordinator for voice of PHDMA to be nominated from PR Department, who will be provided logistics support only)

One Accounts Officer on deputation from State Government;

Not more than three professionals having experience in Data Analysis, Monitoring, Evaluation techniques, Survey Methodology, and Coordinator for activities of PHDMA through outsourcing from agencies of international repute, through sponsorships only, Government (other Departments, Institutions of GoO) as and when required.

State Government may appoint one Officer from the P & C Department as OSD, PHDMA having interest in policy implementation, an understanding the transformation process for coordination with line Departments of State Government and other Organizations for realizing the goals of PHDMA.

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Minutes of the Meeting of the 6th Governing body meeting of Poverty and Human Development Monitoring Agency (PHDMA) held on 5.10.2020 at 12.30 PM through virtual mode.

The meeting of the Governing body of Poverty and Human Development Monitoring Agency was held on 5.10.2020 at 12.30pm through *the mode of virtual connect*. Development Commissioner -cum- Additional Chief Secretary and President, PHDMA chaired the meeting.

The following members were present in the meeting *(Annexure-I)*

Ms. Roopa Roshan Sahoo, Member Secretary, PHDMA *extended the welcome address to the* President and other members of the Governing body.

The address also introduced a brief background and contextualized the agenda.

Agenda No.1: Confirmation of the Minutes of the last Governing body meeting

1.1. The 5th Governing body meeting of PHDMA was held on 4.12.2013 under the Chairmanship of the Development Commissioner cum Additional Chief Secretary and President PHDMA.

The minutes of the meeting were circulated among all the Members vide PHDMA letter no 509 dated 12.12.2013. No objection has been received from any quarter. The Governing

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body was requested to confirm the minutes of the previous meeting.

Decision: *The minutes of the meeting of the previous Governing body were confirmed.*

Agenda No.2: Approval of Ongoing Activities.

2.1. PHDMA vision and mission is broad and includes all that needs to be done for the M&E and Documentation of any activity intended for poverty alleviation.

Member Secretary made an elaborate presentation citing the various ongoing activities that PHDMA has undertaken which includes:

a. Establishment of Communication and Training Center for the purpose of documenting the impact and outcomes of scheme based initiatives on poverty, human development indicators.

b. Knowledge management for development of professional knowledge & experience through collaboration with different Academic and Research Organizations so that the usable knowledge would be made available to all stakeholders.

c. Creating a platform named as *"PHDMA Fellows"* for the students, scholars, faculty, registered research scholars who will dedicatedly work for in contributing impact assessment studies of Poverty reduction measures,

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Transformative Initiatives for Livelihood Transformation and Economic Empowerment.

d. Selecting Panchayat level extension workers as the *"Voice of PHDMA"* for building a repository of stories, best practices and testimonies on the impact of Development programme / schemes through templates for further compilation.

e. Focusing the march from Poverty to Prosperity through Dissemination of series of best practices and publishing bi monthly compilation namely UDYAMA and SAKAR (earlier newsletters).

f. Revamping PHDMA website with the help of NIC Odisha to be dynamic & vibrant so as to cope with emerging demands in the fields of content management, research analysis, dissemination of knowledge.

After thorough discussion on aforementioned subjects Governing Body unequivocally commended the initiatives undertaken by PHDMA towards documentation efforts, knowledge management and dissemination of same. Further in addition to the efforts undertaken by PHDMA, *members of the* Governing Body *upon deliberation and discussion proposed as such,*

i. The areas like Agriculture *and allied activities relevant to livelihood related sectors ,including water conservation, water harvesting and irrigation potential through small*

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structures, forest produce, and any such activity that relates to economic empowerment to be taken up for evidence based analysis.

ii. *PHDMA to engage with professional agencies to take up such studies that generate reports to evaluate the outlay and output of Schemes.*

PHDMA has to play a relevant role in strengthening the monitoring and evaluation of output and outcomes of the financial allocation made to various programmes, contribute substantially to policy making related to economic empowerment.

iii. *the members expressed the willingness to commission studies and reports in the sectors concerning agriculture and allied, urban poverty alleviation, role of infrastructure such as electricity and road networks, availability of drinking water, market facilities now even in remote areas of the state, analysis of the SECC data to decipher the poverty ratio and bring clarity on conceptual and contextual realities of poverty. For this purpose PHDMA to collaborate with professionals and agencies as need be.*

iv. *the YPs are of immense utility considering their exposure and skill set ,they are to be hired from institutions of repute such as IRMA, NIRD and TISS.*

v. *the training and resource centre to be housed in space available with the state level training institutes, for the*

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very purpose that the output from PHDMA studies can be of immense value to the trainees.

vi. *The proposed **'PHDMA Fellow'** to be renamed as **'Odisha Development Fellow':- ODep Fellow.***

vii. *There will be comparative analysis with other States having similar schemes for target population or purpose.*

Agenda No. 3: Approval of amendment to the Rules and Regulation of PHDMA

3.1 The area of work of PHDMA was proposed to be expanded with additional functionalities, collaborative effects with organisation of national & international repute, heading from extra budgetary resources and hiring of skilled manpower to carry out an effective development communication strategy for long term sustainability of the developmental programmes of the State Government. As such there is a need for amendment to the existing Rules and Regulations of PHDMA to facilitate these new functions and functionalities.

In this backdrop it was proposed to make the following amendments to the Rules and Regulations of the PHDMA which was discussed and approved by the Governing Body with some

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modifications. The details of amendments unanimously agreed are annexed as **Annexure-II**.

Agenda No. 4: Approval of Audited Accounts of PHDMA.

4.1 The Governing Body approved the the engagement of the Chartered Accountant firm, i.e., M/s. GNS & Associates for auditing of PHDMA accounts for the year 2013-14, Chartard Accountant firm M/S Panigrahi & Co for the year 2014-15,2015-16,20116-17, Chartard Accountant firm M/s SRB & Associates for the year 2017-18,2018-19,2019-20 for filing of IT returns and attending tax assessment ,conducting the audit of PHDMA accounts for the said period. The said account was placed before the Governing Body for consideration and approval.

Decision: *The Audit reports for the year 2013-14, 2014-15, 2015-16, 2016-17, 2017-18, 2018-19 were taken on record and approved.*

No. 5: Approval of committed expenditure to be incurred in 2020-21.

PHDMA has planned to implement various activities along with expenditure to be incurred as indicated below.

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		Rupees In Crore
A	**COMMITED EXPENSES** **Purpose:** Establishment, Capacity Building, Workshops, Awareness Seminars, Preparation and publications of Human Development Report and Newsletters, Institutionalization of Food Security & Nutrition in Odisha.	6.00
B	**DISTRICT PLAN** **Purpose:** Capacity Building for District Planning Officer/ Strengthen District Planning Machinery, Documentation of Best practices on District Level of Government initiation.	14.79
C	**STATE PLAN** **Purpose:** Evaluation & Thematic Studies	4.54
D	**IEC Activities** **Purpose:** Studies for System Improvement, Awareness, Seminar, Evaluation & IEC Activities, Special Human Development Programme & News Media Publication	6.23
E	**MONITORING & EVALUATION** **Purpose:** Evaluation and Impact Assessment Studies in different district to meet the expenditure in connection with evaluation studies and Innovation	11.80
F	**DOCUMENTATION - PRINT & WEB PUBLICATION** **Purpose:** Collection of information (i.e., Best Practices and Success Stories on various Development Government	5.00

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	Initiatives), generate usable knowledge and dissemination, Printing and Publication	
G	**VISUAL DOCUMENTS** **Purpose:** Preparation of short films, documentries and animation on impact of Government Development Initiatives	8.00
H	**OPERATIONALISE RESOURCE CENTRE** **Purpose:** Functioning of centre in collaboration with any Agency / Institution having existing MoU with GoO or Institution under the GoO	1.00
I	**RESOURCE PERSONS ON OUTSOURCING MODE ON CASE 2 CASE BASIS**	1.00

The said budget was placed before Governing Body for consideration and approval.

Decision: *The committed expenditure to be incurred during 2020-21 was taken on record and approved.*

Agenda No. 6: Approval of Completed Projects / Programmes during 2013-2020.

6.1 PHDMA has undertaken various Human Development related activities as given below.

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a. Prepared of 2nd State Human Development Report (SHDR) in collaboration with NIT, Rourkela.

b. Prepared two District Human Development Reports (DHDRs), i.e., Keonjhar and Khurda districts in-house.

c. Published seven issues of Newsletters: ***"Plan Odisha"*** covering various topics on human development, health, food security, nutrition, budget etc.

d. Published ***'District Profile: 2014-15'*** indicating about 59 indicators of the districts-vis-à-vis- state has been published. Thereafter also published a revised edition the profile namely ***"State and District Profile of 2016-17"***.

6.2 In addition to above, following activities has been also completed.

i. Published evaluation study report on ***'Emergency Food Program (EFP)'***.

ii. Prepared training modules for induction training of officials of Analytical Wing of DPMU and about 60 officials trained in two batches.

iii. Technical support provided for training of about 40 officials of DPMU / DES on Household survey.

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iv. Technical support provided for training of about 15 officials of DPMU/DES on application of **CSPro** software for development of Survey Questioner and data capturing.

v. Workshop on ***'Inequality and HD in Odisha: Exploring Status and Strategies'*** organised at XIMB.

vi. Provided technical support to DES by way of following.

- Reviewed Economic Survey of Odisha and various analytical reports such as Household Consumer Expenditure (NSS 68th Round data), Report on Drinking Water and Sanitation Facilities and Housing Condition (NSS 69th round data).
- Facilitated in preparation of a report on Projection of Poverty Estimate for 2020 & 2030 for incorporation of Odisha Vision Document as well as planning SDG.
- Analyzed Census, 2011 dataset for identification and development of vulnerable villages of Odisha. The analytical report has been shared with concerned district collectors for ground truthing to prepare appropriate development plan.

6.3 Published ***'Report on State of Food Security and Nutrition Odisha'*** under ***"Food & Nutrition Security Atlas and Institutionalization of Food Security Analysis in the***

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Government of Odisha" project supported by United Nations World Food Programme (WFP). Besides the following activities under this project has been completed.

a. First Technical Advisory Group (TAG) meeting was convened on 01.02.2016 and discussed about food security framework, potential indicators with data sources to be used for preparation of Food Security Atlas of Odisha.

b. Workshop on identification of indicators and mapping data sources organized and finalized on 24.05.2016

c. Extracted and validated NSSO dataset and developed thematic MAPs for 50 indicators based on two time periods with support from **ORSAC**.

d. The 2nd TAG meeting held on 21.07.2017 where the findings of the Food Security Analysis were presented.

6.4 Under **"Building Capacity of DPMU and DPC to Strengthen Evidence based Decentralized District Planning in Odisha"** initiative with support from *United Nations Children's Fund (UNICEF)* following activities have been completed.

i. Training on DevInfo to sixty (60) officials of DPMUs / DES / PHDMA organized.

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ii. Training calendar for 5 Capsule training for DPMU on Structured Report Writing and Statistical Analysis developed.

iii. Guidelines for **"Expressing Statistics through Structured Report"** and **"Data Organization and Management"**– developed.

iv. Training on Capsule-I & II completed in 4 batches each and 1 batch of Capsule – III completed.

v. **Millennium Development Goal (MDG) Report** of Odisha prepared and released in 2016 with support of one expert provided by UNICEF.

The aforesaid Activities were placed before Governing Body for consideration and approval.

Decision: *The Governing Body approved the completed Projects / programmes during 2013-2020.*

Agenda No. 7: Approval of State Communication Centre and Training & Resource Centre.

Additional space has been allotted at Government Quarter No 5 (Type-B), In front of DELTA-IB, Unit-VIII, BBSR to PHDMA for establishment of *State Communication Centre and Training & Resource Centre* as an extension office of PHDMA. The same to be named as Communication Cell – Sancha Prasar, and for

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Training Resource Center to be named as Premier Training Institute GAA upon availability.

Decision: *The Governing Body endorsed the decision of establishment of a Communication Center and Training & Resource Center for carrying out of research, documentation, capacity building and other human development related works and approved. The same to be named as Communication Cell – Sancha Prasar, and for Training Resource Center to be named as Premier Training Institute GAA upon availability.*

Agenda No. 8: Any Other Matter with the permission of the Chair.

The meeting ended with vote of thanks to Chair and all the Members of the Governing Body.

RR Sahoo 5/Oct/2020

Member Secretary

President

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Annexure-I

Sl. No.	Name/Designation of the Members Present	Designation
1	Shri Suresh Ch. Mahapatra, IAS DC-cum-Addl. Chief Secretary	President
2	Dr. Mona Sharma, IAS Additional Chief Secretary, F&E Department	Member
3	Shri P. K. Mohapatra, IAS Additional Chief Secretary, Health and FW Department	Member
4	Shri P. K. Jena, IAS Additional Chief Secretary, RD Department	Member
5	Shri Saurabh Garg, IAS, Principal Secretary, Agriculture and FE Department	Member
6	Shri Ashok K. K Meena, IAS Principal Secretary, Finance Department	Member
7	Shri Vir Vikram Yadav, IAS Commissioner-cum-Secretary, FS&CW Department	Member
8	Shri G. Mathi Vathanan , IAS Principal Secretary, H&UD Department	Member
9	Shri D. K. Singh, IAS Principal Secretary, PR&DW Department	Member
10	Shri Satyabrata Sahu, IAS Principal Secretary, S&ME Department	Member
11	Smt. Ranjana Chopra, IAS Principal Secretary, ST&SC Development Department	Member
12	Smt. Anu Garg, IAS Principal Secretary, W &CD & MS Department	Member
13	Shri D. K. Jena, IAS, Additional Secretary	P&C Department
14	Shri S. Sahoo, ISS, Director, E&S, Odisha	Member
15	Ms. Roopa Roshan Sahoo	Member Secretary

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Annexure-II

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under the state & central Government for knowledge sharing to achieve its objectives.**7(m):** Undertake to outsource work concerning specific skill set to constant/ Agencies/ Government Departments/ Institutions who have MOU/ agreement/ contract with Government of Odisha for achieving objective of PHDMA.**7(n):** Undertake to create a 'Knowledge Repository' through collection of data, best practices and surveys, documentation from different Government Departments and multiple sources directly, indirectly, participatory mode which will be available for distribution, sharing, reference. **7(o):** in order to institutionalize documentation of best practices, success stories & case study relating to poverty & human development and its impact assessment and establishment of a standardized communication channel.**7(p):** Take initiatives to collaborate with different international organizations of repute, Reputed Academic Institutions for being knowledge partner on a strategic evidence based approach to policy making, monitoring of human development indicators, rigorous evaluation, support capacity building in order to meet its objectives of alleviating poverty and enhancing human development.

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The following new clause 14(iii) may be inserted below 14(ii) and existing 14(iii) may be termed as 14(iv).

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3.	Director, NRLM	- Member

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4.	Director Agriculture	- Member
5.	Director, Animal Husbandry	- Member
6.	Director, Horticulture	- Member
7.	Director Fisheries	- Member
8.	Director Watershed	- Member
9.	Director (ST)	- Member
10.	State Project Director, OSEPA	- Member
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experience in communication in the socio economic development sector;

Support Staff: *including* ***one*** *content writer, two data entry operators, three young professionals, one Accountant, three peons, two security personnel. These staff shall be engaged for a period not more than three years either on deputation from State Government or on contractual basis through outsourced Agency with which State Government Departments have MOU or can be hired through International Organizations of repute.*

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