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UNITED NATIONS DEVELOPMENT PROGRAMME New Delhi, India	Mission Report Summary Date: 12/10/2021
Name(s) of Traveller(s): Dr Ruchi Pant, Mr MC Jajoo, Ms Ridhima Gupta Unit: Environment, Energy and Resilience Project No.& Title: 100901, Enhancing Climate Resilience of India's Coastal Communities	Mission Period & Itinerary: 28/09/21 – 1/10/21
Purpose of the Mission: To meet key stakeholders in Odisha and discuss the detailed implementation strategy of the GCF Coastal Project in the State.	
Schedule of Meetings: Meeting 1: Mr Nabaghan Ojha (State Team Leader) and Ms Rajashree Swain (Documentation and Research Officer)- ICRG Project <p>The ICRG team in Odisha presented their work under the project, as part of the COVID response in the last two years (since March 2020). The presentation showcased some best management practices implemented by the team, which included - convergence with the MGNREGA scheme, livelihood generation and impact on women through SHGs to build resilience of vulnerable communities in Odisha. The team implemented the above in 35 blocks of 5 districts in Odisha. It was also discussed that these lessons learnt / achievements / case studies will be showcased as communication material at national and state level. Apart from programmatic achievements, the meeting with the state team also served as an opportunity for the team to raise any operational issues they have been facing to the UNDP CO colleagues. These points have been noted and will be discussed further. GCF team in Odisha has been put in touch with the ICRG team to learn from their experiences of working in Odisha for the last 4 years.</p> <p>Meeting 2: Meeting with State Project Management Unit, (GCF Coastal Project) Odisha The State GCF SPMU currently consists of 6 officials (State Project Manager, Socio-economic and livelihoods officer, Communications and M&E associate and District coordination officers of Baleshwar, Puri and Ganjam). This was the first face to face meeting between the State SPMU and UNDP CO colleagues. Main points discussed during the meeting includes:</p> <p>Programmatic:</p> <ul style="list-style-type: none"> • Review the ICZMP Plans that were developed under the World Bank Project to avoid duplication of developing the Target Landscape Integrated Management Plans (TLIMPs). The SPMU has been requested to review the ICZMP plans through a community centric/gender/social/climate change lens and to see how this perspective can be included in the plans. • Review the note on the year 1 activities proposed in the ICZMP project. Do see the possibilities of converging the GCF Coastal project with the ICZMP project, where year 1 activities can be included as part of the GCF AWP for the next FY, where possible. • Review the SOP on operational matters under the ICZMP – what can we adopt? • Connect with the ICRG team to learn from the best management practices that can be implemented in our landscapes. Similarly, a meeting may be arranged with NABARD to understand how they have been operating and implementing the project in Odisha. • List down requirements / objectives of the baseline study in Odisha. 	

- Share list of local NGOs eligible for the work under the project
- Share list of agencies / individuals / organisations / NGOs etc that can be part of the coastal knowledge network
- KRAs to be developed for each member.

Operations

- Maintain Separate books of account for GCF Fund
- Open Output wise ledger and Expenses Account
- All the payments vouchers signed by concern authority and voucher number and paid stamp on the voucher.
- All the payments to be made through cheque's signed by the authorized signatory and keep a record to help in bank reconciliation.
- Bank reconciliation each month
- Maintain logbook for each vehicle movement.
- Maintain fuel register for each vehicle separately
- Maintain Asset register for all the assets purchase through UNDP and State
- Serial number put on all the assets as per assets register and report to UNDP CO office.
- Interest earned on bank account will be reported separately in the Face form
- Monthly/Quarterly expenditure reported in the Face-form and signed by competent authority
- If any fund reaming at the end of March 2022 should be informed to MoEf&CC for re-validation
- Separate books of accounts should be maintained at District level
- Proper US's from NGO's and Govt Entity and signed by competent authority
- Maintain attendance register for all the staff working under GCF project
- Project staff should submit their Leave request in ATALS and approved by the approving officer.
- Back to Office Report (BTOR) is mandatory for settlement of the travel claim (F-10) and original bills like food/ lodging/ Hiring of vehicle should be attached with F-10. Explained the procedure regarding submit of travel claim (F.10).

Meeting 3: Meeting with Mr Pradeep Jena, IAS- Development Commissioner, Government of Odisha

- The Development Commissioner reassured his support for the GCF Coastal Project and highlighted the need for convergence with all departments under the project.
- ICZMP plans have already been developed- the team may like to review these rather than reinvent the wheel.
- Mr Jena pushed for the concept of SHGs to be the main community mobilisers / enablers

Meeting 4: Meeting with Mr Susanta Nanda (IFS), Additional PCCF / State Project Director, Odisha.

- It was felt that the SPMU members require a good orientation of the project – programmatic and operational matters. UNDP will arrange an orientation programme for the SPMUs of both Odisha and Maharashtra team at the earliest.
- To understand the concept of Landscape/ seascape approach in conservation better, SPD proposed UNDP arranges some learning visits for the teams. UNDP agreed to arrange a Field Exposure Visit for the Odisha GCF SPMU staff \to Malvan (Maharashtra) soon. This will serve as an opportunity for cross learning with the Maharashtra SPMU as well as the Mangrove Cell to learn from the best management practices of the UNDP – GEF Project. In the second round, a few representatives of the key stakeholder groups could also visit Malvan. Ridhima, Programme Associate, EER unit, UNDP, will also accompany the PMU team.
- Project could take help from NCSCM in some components of the project.
- It was agreed that Dr Ramesh Ramachandran, Director, National Centre for Sustainable Coastal Management (who is retiring soon) could be engaged as a technical advisor to the project.
- It was agreed that two meetings in a year will take place with the SPMU and at least one with the SPD/ nodal officer (off-site) along with teams from other States – 1) a planning meeting for the forthcoming

review meeting during June/July to take stock of the progress made so far.

- The SPD suggested to review the ICZMP Plans that were developed under the World Bank Project to avoid duplication of developing the Target Landscape Integrated Management Plans (TLIMPs). The SPMU has been requested to review the ICZMP plans through a community centric/gender/social/climate change lens and to see how this perspective can be included the plans.
- The State Inception workshop is planned to be organized virtually on 11 October, 2021, following which district level/ landscape level inceptions meeting could be done in physical mode.
- Both parties also discussed the possibilities of converging the GCF Coastal project with the ICZMP project, where year 1 activities can be included as part of the GCF AWP for the next FY, where possible.
- Reporting requirements such as the Annual Progress Report and Annual Work Plan were discussed. It was agreed that the preparation for the 2022 planning shall begin in October / November 2021. Teams will also start collecting information for the Annual Progress Reports and share with the national team (after getting these endorsed by the SPD) within the stipulated timelines. UNDP will share the template soonest.
- UNDP, as per the GCF Requirements has engaged a consultant for reviewing, revising and strengthening the project's safeguards documents. The consultant will be training all three SPMUs in preparing site-specific Environmental and Social Management Plans (ESMP) and Stakeholder Inclusion Plan (SIPs). It was agreed that the trainings with the consultant will first take place in Odisha. Ms. Parimita Routray (Communications and M&E associate) will be trained as the Safeguards focal point in the team. Additionally, it was also agreed that the State can hire a safeguards expert on a contractual basis as and when required.
- The State will recommend names of potential candidates, who can be immediately engaged as consultants till the SPMU team positions are cleared by GSSU. UNDP will process this on receipt of the suggestions from the State.
- UNDP conveyed the message of the Ministry of accelerating implementation of activities as project has lost 2 years and 6 years of work needs to be crunched into 4 years. On the request of the MoEFCC, UNDP has released first tranche of funds to Odisha for implementing activities for the quarter Oct – dec 2021. On the submission of a UC, UNDP will release the next tranche (balance of 50% which has been approved to be utilized by March 2022. SPD assured of accelerating work in the State now that funds have been transferred by UNDP. State has already done spade work to be able to start action on the ground soon.
- As per State norms, and in agreement with the SPD, funds transferred to the next level (Contracts with other agencies) are considered utilized, where a provisional certificate can be developed and provided to UNDP.
- UNDP to re-check with the procurement team on the NGO hiring modality, and how UNDP can best support the State of Odisha in this endeavour.
- UNDP to review the ICZMP SOPs on travel, DSA, etc. The State is requested to share the SOP with UNDP for their perusal.
- UNDP also informed that the State could engage experts or community mobilisers as and when required to facilitate implementation of activities on the ground. These will have to be charged to specific outcomes. These decisions could be endorsed at the meeting of the State level Steering committee.
- UNDP suggested that the State also constitutes a State Steering Committee for the project. SPD mentioned that the State may wish to continue with the Committee of ICZMP project. UNDP proposed that the State Biodiversity Board could also be invited to participate in the State Steering Committee meetings

Meeting 5: Meeting with NABARD

On the request of the Ministry, a meeting was held with the project officer at NABARD supporting the implementation of the GCF project on "Ground water recharge and solar micro irrigation to ensure food security and enhance resilience in vulnerable tribal areas of Odisha". The operational SOP of the existing GCF project in Odisha was discussed. This included issues on fund transfer, NGO procurement and engagement of district level communities. As a next step, the SPMU will be holding a meeting with the NABARD team to understand the various premises under which the project has been implemented till date. The team will also discuss any possibilities of synergy with the project.

Meeting 6: Meeting with Mr Ajit Patnaik

Mr Patnaik, was the Project Director of the ICZMP project in Odisha and was responsible for the state implementation of the project from 2011 – 2017. It was discussed that Mr Patnaik could possibly provide a technical orientation to all SPDs and SPMUs, in order to ensure equal understanding of the project / concepts. He also suggested we review the ICZMP plans prepared under the project and add the social lens accordingly, rather than starting from scratch. Mr Patnaik also discussed the operational SOPs under the project and discussed on the potential implementation strategy of the project for each state.

Meeting 7: Meeting with Ms. Padma Mohanty, IFS, Eastern Region Office of MoEFCC

Ms. Mohanty invited UNDP to discuss a potential partnership with a few mining companies located in the state of Odisha to help in their work on sustainable and green development and reclamation of abandoned mines. While there are a number of government owned mines in the state, she suggested that we begin discussions with a privately- leased co belonging to the Tata group. She will introduce UNDP to one such group working in bauxite and Chromite.

Follow-up action matrix:

<u>Actions</u>	<u>By whom</u>	<u>Timeline</u>
Preparation of minutes of meeting	Ridhima Gupta	12 October 2021
Share ICZMP SoPs	Rajat Choudhary	12 October 2021

Key personnel met (if applicable):

- Principal Chief Conservator of Forests, Govt of Odisha
- Development Commissioner, Govt of Odisha
- NABARD
- Ajit Patnaik
- Padma Mohanty, Forest Officer
- UNDP SPMU Staff- GCF Coastal
- UNDP SPMU Staff ICRG

Distribution of Mission Report:

Mission Report uploaded on ATLAS?: yes

Endorsement of Supervisor: yes