

Office of the Project Director
Community-based Forest Management and
Livelihoods Improvement in Meghalaya
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Meghalaya Livelihood Improvement
through Forest Enhancement



Meghalaya Basin
Development Authority



Japan International
Cooperation Agency

No. MBDA/JICA/2022/201/2055

Dated: Shillong, the 7th July, 2025

Notification

Subject: Explanation for Non-Performance of Duties

It has come to the notice of the undersigned that several responsibilities related to updation and validation of data assigned to the DPMU/BPMU staff are not being performed in a timely and satisfactory manner. Despite repeated instructions and support provided by the Project authorities, key deliverables are either being delayed or left incomplete, affecting the overall progress and efficiency of the MegLIFE Project.

The following issues have been observed while verifying the data in the MIS:

1. **Lack of timely reporting and data submission**
2. **Negligence in field visits and monitoring duties**

This level of performance is not in line with the expectations of your role and responsibilities. DPMs are hereby directed to submit a written explanation within **2 days** of the issuance of this notice, detailing the reasons for the lack of performance and steps you propose to take to rectify the situation.

Blockwise details are enclosed herewith for ready reference.

(Shri. Gunanka D.B., IFS)
Additional Secretary to the Govt. of Meghalaya
Additional Project Director
MegLIFE, MBDA Shillong

To:

1. All DPMs, MegLIFE MBDA

Copy to:

1. The Project Director, MegLIFE, MBDA, Main Secretariate Building, Shillong
2. The Deputy Project Director, MegLIFE, MBDA

Technical Specialist, Project Management
MegLIFE, MBDA, Shillong

BLOCK	Community Nursery				Plantation			Springs	Community Halls			SWC				TOTAL
	No Visits by Nurseries in 2025 cycle	Corrections Done from our end	Entered Extra Visits	Did not Fill Season End	No. of ANR Plots where 3rd weeding is not done	Duplicate Plot id's	No. of Plots where Saplings have been inflated	No. of Springs not monitored	Completed as per Physical	Completed as per MIS	Difference	Completed as per Physical	Completed as per MIS	Difference	Missing Documentations	Total Issues
TIKRIKILLA	1				9	1	6	27	5	4	1	84	40	44	32	121
BETASING							24		8	6	2	88	75	13	79	118
RESUBELPARA	2		4	1			2		12	9	3	69	66	3	86	101
GAMBEGRE			1				7		3	3	0	62	78	16	71	95
RONGRAM	1	14	3		3	4	27	8	0	0	0	71	46	25	9	94
ZIKZAK	1					1	4	1	5	2	3	59	64	5	65	80
UMSNING				1		1	21		0	0	0	54	48	6	39	68
SAIPUNG								1	2	2	0	55	26	29	22	52
KHARKUTTA	3							3	2	1	1	76	39	37	2	46
SAMANDA				1			17		11	11	0	75	78	3	17	38
SONGSAK	1			1			18		0	0	0	65	62	3	12	35
RONGARA			8				7	2	5	0	5	90	84	6	4	32
DALU	1						8		6	4	2	76	72	4	12	27
THADLASK EIN			2			2			1	1	0	72	87	15	8	27
LASKEIN					1	1	4	1	0	0	0	26	20	6	11	24
MAWKYRWAT							18		1	1	0	57	56	1	3	22
DAMBORONGJENG	1						4		2	4	2	99	86	13	1	21
MAWRYNGKNENG				1			1		1	1	0	58	55	3	14	19
SALSELLA						2	5		0	0	0	11	10	1	8	16
UMLING			13				2		0	0	0	38	38	0	0	15

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BAGHMARA							2		12	0	12	112	112	0	0	14
MAWKYRNEW							2		6	6	0	128	119	9	3	14
GASUAPARA					2		1		9	8	1	109	109	0	9	13
MAIRANG	1		1	2			4		6	6	0	92	89	3	2	13
DADENGGERI									0	0	0	4	6	2	3	5
CHOKPOT							2		0	0	0	39	39	0	0	2
DEMDEMA									0	0	0	1	1	0	1	1
PYNURSLA									0	0	0	3	2	1	0	1
KHLIEHRIAT									0	0	0	0	0	0	0	0
MAWSHYNRUT									0	0	0	0	0	0	0	0
TOTAL	12	14	32	7	15	12	186	43	97	69	32	1773	1607	248	513	1114

*all the calculations done here are as per date: 01/07/2025.

Community Nursery:

1. No Visits by Nurseries in 2025 - No Visits have been by the community nurseries for the 2025 cycle
2. Corrections Done from our end - Community nurseries entered season end visits wrongly so had to correct them manually
3. Entered Extra Visits - Entered more visits after entering the season end which should have been the last visit.
4. Did not fill Season End - Community Nurseries did not fill the Season End Visit which is necessary for capturing the final surviving saplings and saplings used for plantation

Plantation:

1. No. Of ANR plots where 3rd weeding is not done - The ANR plots where the 3rd weeding is not done or the 3rd weeding status is not updated.
2. Duplicate Plot id's - Entering the same plot id details twice.

3. No. Of Plots where Saplings have been inflated - Plots where the saplings surviving after the 3rd weeding are more than the no. Of saplings planted

Springs:

1. No. Of Springs not monitored: These are no. Of springs where they haven't been monitored once also from march'23 till now after migration to new forms.

Community Halls:

1. Completed as per physical: No. Of Community Halls completed as per DPM's physical Records.
2. Completed as per MIS: No. Of Community Halls completed as per MIS.
3. Difference: Difference between the no. Of Community halls completed as per physical & mis updations.

SWC:

1. Completed as per physical: No. Of SWC Structures completed as per DPM's physical Records.
2. Completed as per MIS: No. Of SWC Structures completed as per MIS.
3. Difference: Difference between the no. Of SWC Structures completed as per physical & mis updations.