

**Office of the Project Director
Community-based Forest Management and
Livelihood Improvement in Meghalaya**

Shalom Building, 2nd Floor,
Lower Lachumere, Shillong—793001

✉ meglife.mbda@gmail.com



Meghalaya Livelihood Improvement
through Forest Enhancement



Meghalaya Basin
Development Authority



Japan International
Cooperation Agency



www.mbda.gov.in

☎ +91 364-3510190

No. MBDA/ JICA/2022/1087/2424

Dated: Shillong the 29th September, 2025

OFFICE ORDER

All IGA staff are directed to attend a re-orientation programme cum review meeting on the **6th October and 7th October, 2025** in MegLIFE SPMU, Shillong. The Agenda of the meeting is enclosed herewith.

(Wankit Swer)
Deputy Project Director
MegLIFE, MBDA

No. MBDA/ JICA/2022/1087/ 2424

Dated: Shillong the 29th September, 2025

Copy to:

1. Additional Project Director, MegLIFE MBDA
2. Assistant General Manager (AGM)- MegLIFE Livelihood.
3. All DPMs/BPMs/ IGA personnel for kind information and necessary action.

(Wankit Swer)
Deputy Project Director
MegLIFE, MBDA

Agenda for the physical meeting with IGA.		
Date: 6th October, 2025		
Time	Agenda	Remarks
9:30 AM	Breakfast	
10:00 AM	Review of Business Activities initiated by SHGs based on the recent monitoring visits by SPMU staff.	
11:30 AM	Review of IVCS Trial Marketing Fund under MLAMP	
12:00 AM	Orientation on Revolving Fund for SHGs	
12:30 AM	Orientation on Trial Marketing Fund by MLAMP	
1:00 PM	LUNCH	
2:00 PM	Assessment	
4:00 PM	Discussion on Issues and challenges	
5:00 PM	Immediate action plan by DPMU/ BPMU	PPT by IGA
Date 7th October, 2025		
9:30 AM	Breakfast	
10:00 AM	Recap of the first day sessions.	
11:30 AM	Review cum discussion on the IVCS affiliation with Meghalaya Cooperative Apex Bank (MCAB)	RP from MCAB and MLAMP
1:00 PM	Conclusion and LUNCH	