

छत्तीसगढ़ शासन
वन एवं जलवायु परिवर्तन विभाग
मंत्रालय,

महानदी भवन, नवा रायपुर, अटल नगर

क्रमांक— एफ 13-7/2012/10-2 (पार्ट) नवा रायपुर, अटल नगर दिनांक 04-03-21
प्रति,

1. प्रधान मुख्य वन संरक्षक,
अरण्य भवन, सेक्टर-19, नार्थ ब्लॉक
अटल नगर, जिला रायपुर, छ.ग.

2. प्रबंध संचालक,
छ.ग. राज्य लघु वनोपज संघ,
नवा रायपुर, अटल नगर

विषय :- Van Dhan Yojana (VDY) Operational Procedures - reg.

—00—

उपरोक्त विषयांगत जनरल मैनेजर, भारत सरकार, जनजातीय सहकारी
विपणन विकास संघ मर्यादित से प्राप्त क्रमांक-7096, दिनांक 01.02.2021 की
छायाप्रति निर्देशानुसार आवश्यक कार्यवाही हेतु संलग्न प्रेषित है।
संलग्न:-उपरोक्तानुसार।

Rajput
(के. पी. राजपूत)
अवर सचिव,
छत्तीसगढ़ शासन,
वन एवं जलवायु परिवर्तन विभाग



वन धान योजना

श्री परेल

05/03

भारतीय जनजातीय सहकारी विपणन विकास संघ मर्यादित
(जनजातीय कार्य मंत्रालय, भारत सरकार)

TRIBAL COOPERATIVE MARKETING DEVELOPMENT FEDERATION OF INDIA LTD.
(Ministry of Tribal Affairs, Government of India)



No.: TFD/HO/MFP/MSP/R/01/18-19/ 7096

Dated: 01.02.2021

Handwritten signature/initials

पंजी क्रमांक भा.स. 58
/201/10-2/वन
दिनांक: 24.02.2021

Dear Sir/ Madam,

This has reference to our earlier letter no. 4647 dated 18.10.2019 enclosing Van Dhan Operational Procedures to all State Nodal Department and State Implementing Agencies for facilitating better implementation of Van Dhan Yojana in States. A copy of the same is enclosed for reference.

For implementation, supervision and mentoring of VDVKS, a provision of engagement of Mentoring Agencies has been incorporated in Point 4.2 (as highlighted) in the Revised Operational Procedures, a copy of which is enclosed for reference and necessary action.

Signature of Amlt Bhatnagar
(Amlt Bhatnagar)
General Manager

Encl.: as above

To

Handwritten signature/initials

1. All State Nodal Agencies
2. All State/District Implementing Agencies
3. Regional Manager, TRIFED

Copy to:

ED(Fin), TRIFED, HO.
PS to MD, TRIFED, HO.

कार्या. प्रमुख सचिव, वन एवं जल. करि. विभाग
क्रमांक / 766 / 2021
दिनांक 22.02.2021

कार्या क्रमांक 1005 दिनांक 23/2/21
वन सचिव, वन एवं जलसंयुक्त परिसर विभाग

US
3
24/2

SO

Handwritten initials

पंजीकृत कार्यालय : एन.सी.यू.आई. बिल्डिंग, दूसरी मंजिल, 3, सीरी इन्स्टीट्यूशनल एरिया, अगस्त क्रान्ति मार्ग, नई दिल्ली-110016
Regd. Office : N.C.U.I. Building, IInd Floor, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110016

दूरभाष/Tel. : 091 (11) 26569064/26968247 फैक्स/Fax : 091 (11) 26866149

ई-मेल/E-Mail : trifed@rediffmail.com वेबसाइट/Website : www.tribesindia.com/trifed.in

- 209 -

VAN DHAN YOJANA (VDY) OPERATIONAL PROCEDURES

Pradhan Mantri VanDhan Yojana (PMVDY) is a Training, Value Addition and Marketing Program being implemented as a Tribal entrepreneurship model. The PMVDY is being implemented as per Guidelines for Mechanism for Marketing of Minor Forest Produce (MFP) Through Minimum Support Price (MSP) & Development of Value Chain for MFP as Notified by Ministry of Tribal Affairs, Government of India vide Notification F.No. 19/17/2018 – Livelihood dated 26.02.2019

As per the feedback from the State Nodal Departments and State Implementing Agencies and to bring in greater clarity in operational procedures for proper implementation of the scheme, the following Operational procedures are prescribed:

1. The scheme is to be implemented through the State Implementing Agency/District Implementing Units to be nominated by the State Nodal Department by adopting more comprehensive cluster development approach.
3. Essential Features of the PMVDY
 - 3.1 A typical Van Dhan Vikas Kendra shall constitute of 15 tribal Van Dhan Vikas Self Help Groups (SHGs), each comprising upto 20 MFP gatherers i.e., about 300 beneficiaries per Kendra (subject to variability as per local conditions)
 - 3.2 PMVDY is a Tribal Entrepreneurship model, in which preference shall be to those Gatherers groups forming VanDhan SHG contributing Minimum Working Capital of Rs.20,000 per 20 member groups (Rs.3 Lakhs for 300 Member cluster of VanDhan Vikas Kendras -VDVK). A resolution of the members agreeing to allocate working capital for VanDhan program is mandatory and the amount has to be transferred into the Bank account of the SHGs proposing to establish VanDhan SHG. This shall be the criteria of selection of SHG and District Implementation Units shall verify the same before releasing funds. (Format enclosed as **Annexure-I**)
 - 3.3 There are several functional SHGs which are engaged in MFP collection like Custard Apple, Wild Ginger, Jackfruit etc. which are currently not part of the MFP list under MSP program. These tribal groups (engaged in value addition of such MFPs) who are committed to invest in working capital are also to be considered for inclusion in PMVDY. Such inclusion would help sustain the VDVK throughout the year therefore the gatherers shall be at liberty to add other items available.
 - 3.4 The PMVDY is not limited to gathering NTFPs from forest and value addition. The Scheme allows SHGs to engage in farming/agriculture production and post harvest processing and value-addition of these items. Such flexibility as required on case-by-case shall be approved by District Level Coordination and Monitoring Committee in respect of District Implementing units receiving funds directly from TRIFED OR State Nodal Department for state-wide approval in the case of State Implementing Agency receiving funds from TRIFED.
4. Cost for establishment of the Van Dhan Kendra
 - ✓4.1 The cost requirement is calculated at unit rate of Rs.1 Lakh per Van Dhan Vikas SHG for cluster of 15 such SHGs per Kendra.
 - 4.2 The cost mainly includes the cost of training (for a batch of 20 trainees for 4 days) and cost of the equipment. However, Agencies who have received funds from TRIFED, at the implementation stage, shall have flexibility with respect to Expenditure heads to tackle various ground level exigencies.

d

- ❖ Several tribal SHGs (NRLM-Ajeevika, JFMC, LAMPs, CSR/NGO led) who are already engaged in NTFP gathering and value addition, have come forward and sought for assistance under VanDhan Vikas Program. These SHGs has members who are already trained and / or with Equipments for value addition of MFPs they are focusing on.
- ❖ Given that these existing SHGs have been trained or are having already installed equipment, the Scheme offers flexibility in terms of nature of expenditure proposed. The grant may be utilized for any/all of the following components :

- Additional tool kit & Equipments
- Training of Members, Raw material costs for training
- Additional Working Capital (over and above SHG's own corpus)
- Transportation & handling cost,
- Storage cost
- Others justified and reasonable expenses (like packaging, branding, etc) as approved by DLCMC or State Nodal Department.
- **Implementation/mentoring charges to the Mentoring Agencies @ Rs.80,000/- or upto 7% of the expenditure per VDVK (subject to a maximum limit of expenditure of Rs.15 Lakhs per VDVK of 300 beneficiaries), whichever is lower.**
(Details to be provided in Annexure-II)

- ❖ Such flexibility as required on case-by-case shall be approved by District Level Coordination & Monitoring Committee (DLCMC) in the case of District Implementation Unit (DIU) receiving funds directly from TRIFED OR State Nodal Department for State-wide approval in the case of State Implementation agency receiving funds from TRIFED.
- ❖ The above Mentoring charges shall be paid to the Mentoring Agencies engaged by State/District Implementing Agencies, for implementing, supervising and mentoring of the VDVKs to be decided on case to case basis, as per the requirement. The Nodal Department at State Level or DLCMC as District Level, depending upon the requirement, shall decide to pay such charges to the Mentoring Agencies which could be reputed NGOs or any other agency having relevant experience etc.
- ❖ Prior approval shall be taken for such heads of expenditure and budgeted amounts for each VDVK case by case from competent authority as above.
- ❖ The total amount approved for a 20 member SHG shall be limited to Rs.1 Lakh only in accordance with the Guidelines.
- ❖ Any Group having less than 20 members, proportionate amount only shall be released. (For example, 10 member SHG will get Rs.50,000 against their own Working Capital investment of Rs.10,000). DLCMC and State Nodal Department may suitably approve the procedures.

(vi) The process for disbursement of grant of Rs.1 Lakh per VanDhan SHG shall be as per following procedure:

- In cases, where State Implementation Agency (SIA) has received funds from TRIFED, the SIA shall process the payments for admissible pre-approved heads of expenses by the State Nodal Department.
- In cases where TRIFED has disbursed the funds to District Implementation Unit, such approvals shall be taken from the "District Level Coordination and Monitoring Committee (DLCMC)
- State Implementing Agency/District Implementing Units shall submit the Utilization certificate to TRIFED, as the case may be.

5. Monitoring of PMVDY

5.1 Reporting of operations of VanDhan Self Help Groups (SHGs) and VanDhan Vikas Kendras (VDVKs) which are funded by TRIFED shall be closely monitored by District Collectors (DIUs) OR State Implementation Agencies (SIAs) under information to State Nodal Departments. TRIFED will be establishing a centralized Web and Mobile

application for the same. In the initial stage, the spreadsheet-based dashboard (already shared with all nodal officers of SIA or DIUs) will be used for monitoring progress with Post sanction activities.

The Scheme provides for expected fail rate of upto 40% VanDhan SHGs. District Administration/State Implementing Agency may propose rejuvenation and additional handholding support for weak SHGs or deserving SHGs for scale up.

5.2 The scheme provides for expected fail rate of upto 40% Van Dhan SHGs. District Administration may propose rejuvenation and additional handholding support for weak SHGs or deserving SHGs for scale up.

5.3 The State Nodal Departments shall forward the proposals submitted by the District Implementing Units/State Implementing Agencies to TRIFED in the summery formats given below:

Pre-sanction formats: to be provided by State Nodal Departments.

Sl No.	State name	VDVK Name and Address: District/State	Name of JFMCs / NRLM(CRPs) / NGOs / Voluntary Organization mentoring the PMVDYs	No. of Beneficiaries in VDVK	VDVK wise funds required (Rs. In Lakhs)	Name of Minor Forest Produces (MFPs)/others Proposed for Value Addition

Sl No.	State Name	State Implementing Agency's Name Nodal Officer name and Contact number	Total No. of VDVKs Proposed in the State	Fund required for VDVKs (Rs. In Lakhs)	Bank Account no. for parking VDVK funds at State	Name of Bank Branch & IFSC Code (Preferably cancelled Cheque)

Post sanction Format of summary information to be provided to TRIFED team visiting States by the State Nodal Department/State Implementing Agency

Table 1: Information about VDVKs:

Sr.	VDVK Name and Address: District/ State	Name of JFMCs / NRLM(CRPs) / NGOs / Voluntary Organization mentoring the VDVK	VDVK - Contact Person Name & Mobile Number	No. of Beneficiaries in VDVK	Name of Minor Forest Produces (MFPs) /others Proposed for Value Addition	Total Member contribution Amount (Rs.) in VDVK	Status of Identification of Tool Kit/Equipment, Trainer etc. for the VDVK	Status of Identification of Buyers, Markets etc. for the VDVKs

Table 2: Summary State information:

Sr.	District Name	Name of District Implementing Agency -Name of Nodal officer, Contact of Officer	Total No. of VDVKs Proposed in the District	District Wise No. of Beneficiaries Impacted by the VDVKs	Whether Plan for Setting up Retail units/ Marketing Plan Finalized or not	Whether Plan for Transportation & Storage of MFP items /others Finalized or not	District Wise Funds Required (Rs.)	Bank Account no. for parking VDVK funds at District

VDVK (Total 300 members : 15 Groups of 20 persons each) – Details with Expenditure Budget
Overall assistance from TRIFED = Rs.15 Lakhs ; Mandatory Working capital to be brought by Groups : Rs.3 Lakhs (@ Rs
20,000 per SHG of 20 members)

Name of VDK :
Address :

S.No.	Name of Self Help Group,	Total Corpus available (Rs.) #:	Type of coordinating organization Ajeevika / JFMC / LAMP / CSR / NGO	No of ST members* (Total)	Corpus (Rs.) agreed to invest* in VDK	Contact person from coordinating organization	Mobile no of contact person
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
Total							

Note : Documentation pertaining to * List of ST beneficiaries with details to be provided. (Total ~300 members) and #: Groups' resolution to invest Rs.20,000 for Working Capital in VanDhan should be kept with DIU/IA

Annexure-II

Heads of Expenditure under PMVDY

S.No.	Name of Self Help Group,	Equipment	Training	Raw materials for training	Provision for Transport/handling	Provision for storage	Implementation charges (Rs.80000 or upto 7% of Rs.15 Lakh, whichever is lower)	Others (Pis specify)	Total amount
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
Total									

Note: GO reference/Minutes of Meeting of DLCCM for Approval of Appropriation of Expenditure head to be enclosed

Proposed by
Date :

Approved by
Date:

2
- 4 -

सूचनाय जनजातीय सहकारी विपणन विकास संघ भर्खादित
(संयुक्तताय कार्यालय, भारत सरकार)

FEDERAL COOPERATIVE MARKETING DEVELOPMENT FEDERATION OF INDIA (FCMD)
(Ministry of Tribal Affairs, Government of India)



18.10.2019

TRIFED/MI/DE/CP/2019/18-19-4647

Dear Sir/ Madam,

We are pleased to inform that implementation of PMVDY scheme has already started. TRIFED has already sanctioned proposal for establishment of 353 VDVKS in 13 States and other States are also in the process of submitting their proposals. During the course of sanctioning & implementation, feedback from State Nodal Departments, State Implementing Agencies and other stakeholders of the scheme was received through the process of Advocacy workshops, meetings and interaction with them

During such interaction measures were suggested to bring greater clarity in operational procedures for effective implementation of the Scheme. Please find enclosed operational procedures for facilitating better implementation of the Scheme for necessary action of all the stakeholders.


Anil Bhatnagar
Dy. Gen. Manager

To

All State Nodal Agencies
All State Implementing Agencies
Regional Manager, TRIFED

संयुक्तताय कार्यालय : एन.सी.यू.आई. बिल्डिंग, दूसरी मंजिल, 3, सीरी इन्स्टीटुशनल एरिया, अगस्त क्रान्ति मार्ग, नई दिल्ली-110016
Regd. Office : N.C.U.I. Building, IInd Floor, 3, Siri Institutional Area, August Kranti Marg, New Delhi-110016
दूरभाष/Tel. : 091 (11) 26569064/26968247 फॅक्स/Fax : 091 (11) 26866149
ई-मेल/E-Mail : trifed@rediffmail.com वेबसाइट/Website : www.tribesindia.com

PRADHAN MANTRI VAN DHAN YOJANA (PMVDY) OPERATIONAL PROCEDURES

Pradhan Mantri VanDhan Yojana (PMVDY) is a Training, Value Addition and Marketing Program being implemented as a Tribal entrepreneurship model. The PMVDY is being implemented as per Guidelines for Mechanism for Marketing of Minor Forest Produce (MFP) Through Minimum Support Price (MSP) & Development of Value Chain for MFP as Notified by Ministry of Tribal Affairs, Government of India vide Notification F.No. 19/17/2018 - Livelihood dated 26.02.2019

As per the feedback from the State Nodal Departments and State Implementing Agencies and to bring in greater clarity in operational procedures for proper implementation of the scheme, the following Operational procedures are prescribed:

1. The scheme is to be implemented through the State Implementing Agency/District Implementing Units to be nominated by the State Nodal Department by adopting more comprehensive cluster development approach.
2. Essential Features of the PMVDY
 - 3.1 A typical Van Dhan Vikas Kendra shall constitute of 15 tribal Van Dhan Vikas Self Help Groups (SHGs), each comprising upto 20 MFP gatherers i.e., about 300 beneficiaries per Kendra (subject to variability as per local conditions)
 - 3.2 PMVDY is a Tribal Entrepreneurship model, in which preference shall be to those Gatherers groups forming VanDhan SHG contributing Minimum Working Capital of Rs.20,000 per 20 member groups (Rs.3 Lakhs for 300 Member cluster of VanDhan Vikas Kendras -VDVK). A resolution of the members agreeing to allocate working capital for VanDhan program is mandatory and the amount has to be transferred into the Bank account of the SHGs proposing to establish VanDhan SHG. This shall be the criteria of selection of SHG and District Implementation Units shall verify the same before releasing funds. (Format enclosed as Annexure-1)
 - 3.3 There are several functional SHGs which are engaged in MFP collection like Custard Apple, Wild Ginger, Jackfruit etc. which are currently not part of the MFP list under MSP program. These tribal groups (engaged in value addition of such MFPs) who are committed to invest in working capital are also to be considered for inclusion in PMVY. Such inclusion would help sustain the VDVK throughout the year therefore the gatherers shall be at liberty to add other items available.
 - 3.4 The PMVDY is not limited to gathering NTFPs from forest and value addition. The Scheme allows SHGs to engage in farming/agriculture production and post harvest processing and value-addition of these items. Such flexibility as required on case-by-case shall be approved by District Level Coordination and Monitoring Committee in respect of District Implementing units receiving funds directly from TRIFED OR State Nodal Department for state-wide approval in the case of State Implementing Agency receiving funds from TRIFED.
4. Cost for establishment of the Van Dhan Kendra
 - 4.1 The cost requirement is calculated at unit rate of Rs.1 Lakh per Van Dhan Vikas SHG for cluster of 15 such SHGs per Kendra.
 - 4.2 The cost mainly includes the cost of training (for a batch of 20 trainees for 4 days) and cost of the equipment. However, Agencies who have received funds from TRIFED, at the implementation stage, shall have flexibility with respect to Expenditure heads to tackle various ground level exigencies.

788

❖ Several tribal SHGs (NRML-Ajeevika, JFMCLAMPs, CSR/NGO led) who are already engaged in NTFP gathering and value addition, have come forward and sought for assistance under VanDhan Vikas Program. These SHGs has members who are already trained and / or with Equipments for value addition of MFPs they are focusing on.

❖ Given that these existing SHGs have been trained or are having already installed equipment, the Scheme offers flexibility in terms of nature of expenditure proposed. The grant may be utilized for any/all of the following components :

- Additional toolkit & Equipments
- Training of Members, Raw material costs for training
- Additional Working Capital (over and above SHG's own corpus)
- Transportation & handling cost,
- Storage cost
- Others justified and reasonable expenses (like packaging, branding, etc) as approved by DLCCMC or State Nodal Department
(Details to be provided in Annexure-II)

❖ Such flexibility as required on case-by-case shall be approved by District Level Coordination & Monitoring Committee (DLCCMC) in the case of District Implementation Unit (DIU) receiving funds directly from TRIFED OR State Nodal Department for State-wide approval in the case of State Implementation agency receiving funds from TRIFED.

❖ Prior approval shall be taken for such heads of expenditure and budgeted amounts for each VDVK case by case from competent authority as above.

❖ The total amount approved for a 20 member SHG shall be limited to Rs.1 Lakh only in accordance with the Guidelines.

❖ Any Group having less than 20 members, proportionate amount only shall be released. (For example, 10 member SHG will get Rs.50,000 against their own Working Capital investment of Rs.10,000). DLCCMC and State Nodal Department may suitably approve the procedures.

(vi) The process for disbursement of grant of Rs.1 Lakh per VanDhan SHG shall be as per following procedure:

- In cases, where State Implementation Agency (SIA) has received funds from TRIFED, the SIA shall process the payments for admissible pre-approved heads of expenses by the State Nodal Department.
- In cases where TRIFED has disbursed the funds to District Implementation Unit, such approvals shall be taken from the "District Level Coordination and Monitoring Committee (DLCCMC)
- State Implementing Agency/District Implementing Units shall submit the Utilization certificate to TRIFED, as the case may be.

5. Monitoring of PMVDY

5.1 Reporting of operations of VanDhan Self Help Groups (SHGs) and VanDhan Vikas Kendras (VDVKs) which are funded by TRIFED shall be closely monitored by District Collectors (DIUs) OR State Implementation Agencies (SIAs) under information to State Nodal Departments. TRIFED will be establishing a centralized Web and Mobile

VDVK (Total 300 members : 15 Groups of 20 persons each) - Details with Expenditure Budget
 (Overall assistance from TRIFED = Rs.15 Lakhs ; Mandatory Working capital to be brought by Groups : Rs.3 Lakhs (@Rs
 20,000 per SHG of 20 members\$)

S.No.	Name of Self Help Group.	Total Corpus available (Rs.) #:	Type of coordinating organization Ajecvika / JFMC / LAMP / CSR / NGO	No of ST members* (Total)	Corpus (Rs.) agreed to invest# in VDVK	Contact person from coordinating organization	Mobile no of contact person
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
Total							

Note : Documentation pertaining to * List of ST beneficiaries with details to be provided. (Total -300 members) and #: Groups' resolution to invest Rs.20,000 for Working Capital in VanDhan should be kept with DLU/IA

Heads of Expenditure under PMVDY

S.No.	Name of Self Help Group,	Equip ment	Training	Raw materials for -training.	Provision for Transport / handling	Provision for storage	Others (Pls. specify)	Total amount
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
Total								

Note: GO reference/Minutes of Meeting of DLCCMC for Approval of Appropriation of Expenditure head to be enclosed

Proposed by
Date :

Approved by
Date: