**Minutes of the review meeting with DMCs (LH) held at**

 **Vijayawada dated 19/8/2015**

At the outset the Special Director has reviewed the progress of SHG Livelihood activities, self employment program, EST&P and instructed to achieve the targets under livelihood activities, SEP and EST&P by following timelines under each program. The details are as follows:

**SHG Livelihoods:**

* The districts of Guntur, Kadapa, Nellore, Prakasam, East Godavari and VMC are not achieved the targets in conduct of trainings under EDP and also grounding of Livelihood units. The PDs/DMCs of these districts are instructed to achieve the targets in EDP trainings and grounding of units by 30th August'2015
* All the DMC LHs are not update the EDP trainings and Livelihood units data in online. The DMCs of all the districts are instructed to update the EDP trainings and grounding of units data by 30th August '2015
* The DMCs (LH) are instructed to complete the Livelihood survey by 30th August ’2015 in all ULBs .

**City Livelihoods Centers:**

* City Livelihood Centers should be strengthened immediately with sufficient infrastructure and staff in all the districts, as per guidelines .Mission Director is very particular about this interventions.
* DMCs shall identify service providers and start services in all CLCs from 1st Sept’2015

 onwards.

* + All the DMC LHs and APITCO team shall sit in the city livelihood center for

 sorting out of all issues relating to livelihoods and also updating the

 livelihood activities data in CLCs as desired by the M.D.

**Production Centers :**

* + All the DMC LHs are instructed to monitor the production centers and ensure to

 run the centers successfully.

* Most of the DMCs did not update member details whoever worked in

 production centers, hence the DMCs should be update the member details in

 production center screen in the web portal.

 **Generic Medical Stores :**

* Detailed guidelines and district wise targets on Generic Medical stores

 were communicated to all the PDs.

* Generic Medical stores have to be grounded one per each ULB and 2 to 3 in

 Corporations by 15th september’2015.

**EST&P:**

**2014-15:**

* Batches of the placed candidates are being allocated through online to the MEPMA functionaries for verification on every Tuesday and the DMCs should ensure verification and uploading the placement status in the web portal within a week.
* Pending payments of 1st and 2nd installments should be cleared as per the guidelines issues earlier.
* DMCs shall monitor with the certificate agencies and ensure completion of assessment of all the trained candidates and issue of certificates.
* DMC should ensure placement of the trained candidates through STPs as per EST&P guidelines.

**2015-16:**

* Instructed all the DMCs to follow the instructions issued vide letter dated: 07-08-2015 and circular dated: 10-08-2015 and expedite the process of implementation of EST&P 2015-16.
* Constitution of training centre verification teams should be completed by 20-08-2015 and inspection of training centers should be completed by 24-08-2015 without fail.
* Beneficiaries registered in online portal should be verified and list out the eligible candidates for providing trainings under EST&P during 2015-16.
* Trainings should be started in all ULBs from 01-09-2015 and ensure completion of the preparatory activities by 31-08-2015.
* It is proposed to permit the Project Directors to incur expenditure not exceeding Rs.10,000/- for printing of applications, pamphlets etc. including conducting beneficiary identification camps from IEC component of NULM.The pamphlet should be contained with course name,duration,eligibility,age,location,self/wage employment, average salary, contact no .
* It is proposed to permit the Project Directors to hire one vehicle for a period of 10 days to enable the verification team for inspecting training centers before starting the trainings where ever necessary.
* The DPMUs should not change any course approved by PAC for conducting trainings without obtaining permission from the head office.

**Uploading of SEP&ESTP data on NULM portal:-**

* All the DMCs should ensure uploading of SEP&ESTP data for the years 2014-15 and 2015-16 in NULM portal.

**Decisions:**

* It is noticed that all the DMCs are not updating their tour reports. Spl.Director directed to update their work done reports daily otherwise necessary action will be initiated
* All PDs should conduct review meeting once in 15 days with the DMC LHs and APITCO team together on all livelihood activities.
* In each District one or two livelihood innovations has to be done by DMCs before 19/9/2015(next review meeting)in addition to their regular activities.
* Spl.Director has instructed DMC LHs to start Services in all CLCs from 1/9/2015 and ensure completion of the ground work (infrastructure, Staff engaging etc;)by 30/8/2015
* To start the EST&P trainings from September 1st onwards in all ULBs
* All the PDs shall conduct district level convergence meetings with Banks and other departments

 Sd/-

 Special Director

Copy submitted to the

Mission Director,MEPMA for kind information