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MINUTES OF THE MANAGING COMMITTEE MEETING OF SOUTH GOA DISTRICT MINERAL FOUNDATION, HELD ON 28/08/2020 UNDER THE CHAIRPERSONSHIP OF THE COLLECTOR, SOUTH GOA AT COLLECTORATE, MARGAO GOA AT 03:00 P.M.

The meeting of the Managing Committee of the South Goa District Mineral Foundation Trust is convened by the Collector-South/Chairperson (DMF-South). The meeting was attended by the following members:

Sr. No.	Members	Designation & Department
1	Dr. Anju Kharangal	Health Officer, Directorate of Health Services, Margao Goa.
2	Shri. T.S. Maddimani	Dy. Director, Directorate of Panchayats, Margao Goa.
3	Shri. Sandeep Prahudessai	Ex. Engineer, Electricity Department, Margao, Goa.
4	Shri. Krishnakant Patil	Ex. Engineer, WD XII, Water Resource Department, Gogol, Margao, Goa.
5	Shri. Gopalkrishna Naik	Jr. Engineer, SD-II, WD-XX, PWD, Sanguem, Goa
6	Shri. Kirtiraj K.N. Gaonkar	Agriculture Officer, Directorate of Agriculture, Margao, Goa
7	Smt. Annet Gomes	DWO (S), Directorate of Social Welfare, Margao, Goa
8	Smt. Sita Rebello	CDPO, Directorate of Women & Child Development, Margao, Goa
9	Smt. Reshma Kerkar	Goa State Bio Diversity Board
10	Dr. Morajkar	Goa State Bio Diversity Board
11	Dr. Sachin K. Tendulkar	CEO, Mineral Foundation of Goa, Panaji, Goa
12	Shri. Abhir Hede	Dy. Director of Mines & Geology - II, Member Secretary DMF (South).

At the outset, the Member Secretary (DMF-South) welcomed all the members present for the meeting. The meeting began with discussions on agenda points as follows:

- 1. Review of the progress of the proposals approved as per the minutes of the last meeting of the Governing Council.**

The Member Secretary informed that the approved proposals would be processed in terms of the guidelines adopted and each department would not be required to open bank accounts as discussed in earlier meeting. After Administrative and Expenditure sanction all the bills shall be forwarded to South Goa DMF Trust.

2. Post facto approval for expenditure of Funds for Covid-19 related payments.

Sr. No.	Proposals under COVID DMF Fund.	Amount
1	Procurement of 10,000 Nos of Personal Protective Equipment (PPEs).	Rs. 1,80,60,000/-
2	Proposal for release/transfer of payment to North Goa DMF for payment to Goa Medical College (GMC) towards purchase of 200 Nos ventilators.	Rs. 7,23,57,296/-
Total		Rs. 90417296/-

The above proposals were explained in brief to the Managing Committee. The Ministry of Mines, Government of India, vide D.O. letter No. 7/2/2020-MIV dated 28th March 2020 has issued one time relaxation in utilization of District Mineral Foundation funds for purchase/installation of testing, screening and other equipments in connection with COVID-19. The State Government has agreed to utilize the funds available under District Mineral Foundation for supplementing and augmenting facilities of medical testing, screening and other requirements in connection with preventing the spread of COVID-19 pandemic as well as for treating the patients affected with COVID-19 pandemic. In view of COVID-19 and the pace at which it is spreading within the communities, the Managing Committee approved the above said proposals for preventing the spread of COVID-19 pandemic. The expenditure at serial No 2 shall be transferred to North Goa District Mineral Foundation.

89A/c
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Decision: The Managing Committee has given its approval for the proposal for preventing the spread of COVID-19 pandemic. The expenditure at serial No 2 shall be reimbursed to North Goa District Mineral Foundation.

3. Presentation by the Bio-Diversity board to the Managing Committee regarding the project proposal titled "GoVan Project".

The Member of Goa State Bio Diversity Board made a presentation of the project proposal titled "Go Van".

The Collector/Chairperson DMF (Trust) South Goa after the presentation suggested that the proposal has to be revised and resubmitted along with the details such as number of beneficiaries and the impact on the people in the mining affected areas of South Goa and how it is beneficial to the people in mining affected areas.

The Collector/Chairperson DMF (Trust) South Goa mentioned that the proposal with necessary details upon resubmission would be taken up in the next meeting of the Managing Committee and the Governing Council.

Decision: The Council after discussion agreed to the suggestion of the Collector/Chairperson DMF (Trust) South Goa.

4. Approval for guidelines to be adopted for payment of bills of works executed through DMF.

The Collector/Chairperson - DMF (Trust) South Goa at the start briefed all the members present, with regards to the Approval for guidelines to be adopted for payment of bills of works executed through DMF. The Collector/Chairperson DMF (Trust) South Goa mentioned that Finance Department has not accepted the proposal of the District Mineral Foundation for opening of new accounts by each Department exclusively for receiving funds under DMF. Hence the guidelines for making payment through DMF funds were proposed to the Government for approval. The Government has approved the

89 P

proposed guidelines and the new guidelines have been circulated and read out to the members. (Copy of the same is enclosed herewith).

The Collector/Chairperson DMF (Trust) South Goa mentioned that the concerned Departments/ Board have to follow the new guidelines for any project/proposal which is proposed and approved by the DMF. The Administrative Approval and Expenditure Sanction shall be conveyed by the Member Secretary, DMF (South Goa). The Department / implementing agency will submit certified bills for payment to the DMF.

Decision: - The Committee after discussion agreed to the same.

Meeting ended with thanks to the Chair.

Place: Margao-Goa

Date: 28.08.2020



Ajit Roy

**(Collector South Goa/
Chairperson South Goa DMF)**



Abhir Hede

**(Dy. Director-II of Mines &
Geology/ Member Secretary
South Goa DMF)**

27/12
88 A/c

Guidelines for release of funds/payment of bills under District Mineral Foundation (Trust) Rules, 2018.

As per Rule 15 (c) of the DMF (Trust) Rules, 2018, "the projects shall be executed through Public Works Department, Water Resources Department, Forest Department, River and Navigation Department, Agriculture Department, Department of Animal Husbandry and Veterinary Services, Goa State Infrastructure and Development Corporation or any other Departments of the Government of Goa, as per the directions and decisions of the District Mineral Foundation Trust".

In order to keep a proper account of the DMF Trust Fund allocated to the various Departments and for proper utilisation of the allocated funds, it is desired that there should be a standard operating procedure for allocation of funds. Hence following shall be the SOP for release of funds/payment of bills under DMF (Trust) Rules, 2018:-

- 1) All proposals under DMF Trust will be submitted by the respective Departments to Member Secretary, DMF Trust of the district concerned. Proposals will be discussed and decided for approval by the Managing Committee.
Proposals approved by the Managing Committee will be put up for consideration of the Governing Council.
- 2) On approval of the proposal by the Governing Council, Administrative Approval will be accorded to the concerned Department for carrying out the approved work as per the estimate provided by the concerned Department.
The proposal shall be accompanied with the detailed estimate, abstract of estimate with site plan and all other necessary documents pertaining to that work.
The concerned Department shall complete the work formalities and shall forward tender processing file in duplicate while seeking expenditure sanction.
- 3) Expenditure sanction will then be conveyed to the concerned Department.

- 4) The concerned Department shall thereafter execute the work by issuing work order.
- 5) On completion of the work stage wise, one original copy of the bill complete in all respect and duly certified should be submitted by the executing department to the respective DMF Trusts for releasing payment.
Further, upon completion of the work alongwith the final bill an Inspection Report should be submitted by the project executing department for release of balance payment directly to the executing Agency.
- 6) The net amount only will be directly transferred by the respective DMF via NEFT to the Account details of the concerned work executing Agency as per the details provided by the project executing Department. All the statutory deductions i.e. security deposit, Income Tax, G.S.T., labour cess etc. will be paid separately to the work executing Department who shall appropriately make the necessary filing before the concerned authorities.
- 7) On the expiry of the maintenance period, the security deposit shall be released to the executing Agency by the executing Department.
- 8) The concerned work executing Department shall furnish to the respective DMF Trusts the expenditure statement after the final bill payment.