

**SFURTI – COIR CLUSTER DEVELOPMENT PROGRAMME**  
**POLLACHI COIR CLUSTER**

**SECOND WORKING COMMITTEE MEETING**

**Implementing Agency & SPV:**  
**Eco Coir Cluster India Pvt.Ltd.**

**Nodal Agency:**  
**Coir Board**

**Technical Agency:**  
**ITCOT**

**Date : 06-02-2017 at 3.00 P M**

**Venue : IA Office, Pollachi.**

**AGENDA**

01. Introduction of Working Committee members
  02. Present status of Pollachi Coir Cluster development program under SFURTI
  03. Account status of IA account and HI account (**Account statements enclosed**)
  04. Present Status of the CFC Construction.
  05. Approval to undertake building construction by SPV under the supervision of Consulting Civil Engineer (**SPV resolution for undertaking construction on its own and Agreement with Consulting civil engineer enclosed**)
  06. Approval for the release of 20% building cost from HI Account (Rs.38.88 lakhs) to SPV Corpus fund account to undertake building construction.
  07. Status of purchase of CFC machinery
  08. Ratification of expenses incurred under Soft Interventions Cost (**Separate statement enclosed**)
  09. Soft Interventions – Quarterly Action plan approval (**Action plan enclosed**). Approval for program-wise release of funds to the Organizing agency.
  10. Approval on termination of the existing CDE, due to ill-health, deficit performance and long leave without information.
  11. Elevation of Deputy CDE to the position of CDE and appointment of new Deputy CDE and fixing their remuneration and perks.
  12. Any other topic, with the permission of the Committee.
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## SFURTI – COIR CLUSTER DEVELOPMENT PROGRAMME

### MINUTES OF SECOND WORKING COMMITTEE MEETING OF POLLACHI COIR CLUSTER (SFURTI)

**Date :06.02.2017**

**Venue : IA Office, Pollachi.**

#### **Members Attended:**

1. Mr.M.Vasanthakumar, I.C.O.(Industrial Cooperative Officer), D.I.C, Coimbatore,
2. Mr.P.Vidhyadharan, Coir Board, Regional Office, Pollachi.
3. Mr.RParthiban,ProjectOfficer,ITCOT, Salem
4. Mr.K.Nagarajan, Managing Director, Eco Coir Cluster India Private Limited ,Pollachi,
5. Mr.ASivasalopathy, Implementing Agency, Eco Coir Cluster India Private Limited,Pollachi,
- 6.Mr. P.Jeyaramachandran, Member, SPV,Eco Coir Cluster India Private Limited,Pollachi,
- 7.Mr.KSivasamay,Member, SPV,Eco Coir Cluster India Private Limited,Pollachi,
- 8.Mr.G.Venketupathy, Director,Eco Coir Cluster India Private Limited ,Pollachi
- 9.Mr.N.Purushothaman,,Member, SPV,Eco Coir Cluster India Private Limited,Pollachi
- 10.Mr.G.Maniarasu,Member, SPV,Eco Coir Cluster India Private Limited,Pollachi

The meeting was convened by M/s Eco Coir Cluster India Private Limited, the Implementing Agency of Pollachi Coir Cluster.

After formal prayer, Mr. A.Sivasalopathy, Director, Eco Coir Cluster India Private Limited, the Convener of the Implementing Agency, welcomed the gathering.

#### **1. Introduction of the Working Committee members:**

All the participants gave self introduction, about themselves and the organization/ agency, they represent, before the Committee.

#### **2. Present status of Pollachi Coir Cluster development program under SFURTI**

Mr A Sivasalopathy,Director, Eco Coir Cluster India Private Limited, the Convener of the meeting and the representative of Implementing Agency explained that the approval from DTCP for the CFC building has been obtained and clearances from various departments have been obtained for the proposed CFC building. It was also informed that an experienced Structural Engineer and consulting civil engineer has been identified for the execution of the work. It was also informed that they are ready to commence the construction, within one week, once the Contour Survey report is obtained and the Structural design is finalized as per the Survey report.

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With respect to the purchase of machineries, it was informed that the tender process for all the machineries has been completed and the L1 bidder has been identified for all the 6 activities proposed for the cluster. The Purchase order in respect of PVC Tufted Machine has already been issued and in respect of other machineries the process of executing the agreements with the respective machinery suppliers is going on.

### 3. Account Status of IA account and HI account

Mr. ASivasalapathy, IA informed that as regards the HI account the funds remain unutilized so far, awaiting clearance, to be utilized for the establishment of CFC. The current HI Account balance is Rs.313.16 Lakhs

As regards to the IA account, Rs.4.00 lakhs towards IA cost and Rs.3.50 lakhs towards Soft Interventions (SI) cost have been forwarded.

The utilisation of IA Cost and Soft Interventions cost is given below:

Cost	Released	Utilized	Balance.
IA Cost	Rs.4.00 lakhs	Rs.4.14 lakhs	Rs.-0.14 lakhs
Soft Interventions cost	Rs.3.50 lakhs	Rs.2.78 lakhs	Rs.0.72 lakhs
Total (IA & SI)	Rs.7.50 lakhs	Rs.6.92 lakhs	Rs.0.58 lakhs

The details of the expenses incurred in IA Cost and SI Cost is enclosed herewith.

### 4. Present Status of CFC Construction

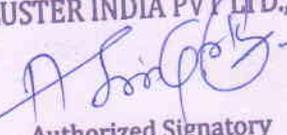
Mr K Nagarajan, Managing Director, Eco Coir Cluster India Private Limited, explained that they have completed the fencing work, digging of bore well, fitting of submersible pump, setting up of temporary shed and underground water sump. He also explained that the SPV is ready to commence the construction immediately once the Structural design is ready and the approval to avail the HI funds is given by the Working Committee. As all procedural requirements have been fulfilled, the immediate release of funds is requested.

### 5. Approval to undertake building Construction by SPV under the supervision of Consulting Civil Engineer

Mr K Nagarajan, Managing Director, Eco Coir Cluster India Private Limited (SPV) informed the committee that the General body of SPV has resolved to undertake construction of Common Facility Centre (CFC) of Pollachi Coir Cluster on their own, under the supervision of Consulting Civil Engineer and has submitted the resolution copy and also the agreement executed with the Consulting Civil Engineer for supervision of construction.

The Committee appraised the SPV resolution and the agreement executed with the Consulting Civil Engineer and approved the request of the SPV, M/s. Eco Coir Cluster India Private Limited, to undertake Building construction of CFC on their own, under the supervision of the Consulting Civil Engineer.

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**6. Approval for the release of 20% building cost from HI Account (Rs 38.88 lakhs) to SPV Corpus fund to undertake building construction**

Mr.R.Parthiban, Project Officer, ITCOT Consultancy Services, Chennai, has informed that the total cost of Building and Civil works earmarked in the approved DPR is 194.40 lakhs. The Implementing agency has requested to release the 20% of DPR earmarked Building cost, amounting to Rs. 38.88 lakhs from HI account to SPV Corpus account to utilize for CFC Construction work. The Committee approved the release of 20% of the total estimated building cost, amounting to Rs. 38.88 lakhs to the SPV Corpus account (Eco Coir Cluster India Private Limited). The Committee has instructed to commence the construction works immediately and to ensure adherence of the timelines as prescribed by the Coir Board.

**7 Status of Purchase of CFC machinery**

The Technical agency(TA) representative informed that the tender process for all the 6 activities of Pollachi have been completed and the supplier identified. It was informed that the delivery period for Tufted mats is 150 days and hence the purchase order procedures to be undertaken immediately. The IA representative informed that the purchase order has been issued to the supplier of PVC Tufting Machine, M/s Wheels Free and the supplier is in the process of getting Advance bank guarantee. It is also informed that in respect of other items the process of execution of agreements with the suppliers is under process.

**8.Ratification of expenses incurred under IA Cost &Soft Intervention Cost**

The Implementing Agency Convener produced the details of the expenses incurred under IA cost and Soft Interventions Cost. The Committee examined the details and approved the expenditure incurred. The statement of expenses produced by IA is enclosed.

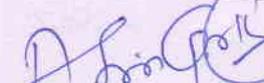
**9. Soft intervention-Quarterly Action Plan Approval**

Mr. Parthiban explained the various programmes proposed to be undertaken under soft intervention in the quarter and the committee approved the same. The members also approved the program-wise release of funds to the Organizing Agency. The proposed Action Plan is enclosed here with.

**10. Approval of termination of existing CDE due to ill health, deficit performance and long leave without information.**

Mr A Sivasalaphy, Convener of Implementing Agency explained the process under which the present CDE was selected. He narrated that the CDE claimed that he was conversant with computer operations at the time of interview but it was soon found that he lacked even the basic computer knowledge when he joined duty as CDE and he could not make any progress in learning the basic operations even after being given time. Mr.Nagarajan told that CDE was preferred over others because of his previous experience as CDE in KVIC cluster, but he could

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not perform his duty. Other members of SPV also acknowledged the lack of interest in discharging his duties. Due to this attitude, the IA had to engage another candidate as Dy. CDE from the list of candidates who attended the CDE selection exam and interview.

The IA also explained that the CDE did not report duty for 10 days and he was absent without prior intimation and subsequently he sent a leave letter seeking medical leave as he was suffering from chest pain. And when he reported to duty he was asked to furnish fitness certificate from the doctor who gave medical certificate as the CDE work involves constant travel in and around cluster area. So far he has neither reported to duty with the fitness certificate nor has he sought further leave. In these circumstances it was pointed out by the IA, to carry forward the various duties of CDE, a decision had to be taken by the Committee on the CDE position.

Considering the role stipulated for CDE, the current stage/progress of the cluster and the need to ensure uninterrupted implementation of the scheme, the Committee approved the removal of the CDE Mr.Prabagaranon the grounds of ill health, deficit performance and unauthorized absence for a long period of time. The Committee has requested the implementing agency to propose an alternative plan for CDE engagement.

#### **11.Re-appointment of CDE and Deputy CDE.**

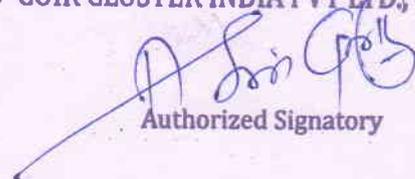
The IA has informed the Committee, the Deputy CDE Mr.T.Vignesh has been undertaking the role of CDE, since the CDE left without intimation. Also the performance of Deputy CDE in Coordination with various agencies, Linkage of Cluster beneficiaries in PMSBY scheme and the linkage of coir units in MSME Databank is considered good and hence the IA proposed that the present Deputy CDE Mr.T.Vignesh may be elevated to the position of CDE.

The IA has also informed that Mr.A.ArunPrasath has been engaged as Office assistant to assist Mr.T.Vignesh in the linkage of Cluster beneficiaries in PMSBY scheme and the linkage of coir units in MSME Databank and proposed to appoint Mr.A.ArunPrasath in the position of Deputy CDE.

The Committee approved the appointment of Mr.T.Vignesh as CDE with the monthly remuneration of Rs.15,000/- and Mobility and Communication expenses of Rs.1500/- per month. The Committee also approved the appointment of Mr.A.ArunPrasath as Deputy CDE with the monthly remuneration of Rs.8,000/-.

The SPV has expressed the satisfaction of the work performance of Mr.T.Vignesh and Mr.A.ArunPrasath and suggested to approve higher fixation of monthly remuneration in the present working committee itself.

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The Committee has decided to evaluate the performance for the next two months of the CDE and Deputy CDE and their monthly remuneration may be revised accordingly, as per the guidelines, in the next working committee.

Mr.K.Nagarajan, the Managing Director, SPV thanked all members for their participation in the meeting and for the valuable contribution from each one of the participants in the meeting..

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