

**Minutes of the meeting held on 13<sup>th</sup> June 2017 at Kudumbashree State Mission Office at 3 PM  
chaired by Executive Director, Kudumbashree**

1. All should update priority projects on a weekly basis (on every Saturday before 5 P.M)
2. Plan progress for the month of June - should be entered before July 10. State mission teams should present them during PRM
3. District teams may look at GOALS of Kudumbashree from website and understand the priorities
4. Task monitoring system started in Kudumbashree state mission can be viewed at TASK MONITORING tab in the website. District mission may devise similar strategy for objective analysis of the team members
5. All the district teams should disburse all pending payments, from the amount available in the districts and should report the total additional fund requirement for giving subsidies and other payments of 2016 -17 by 30th June. Shameena, Accountant, State Mission should call DMCs personally and get this details, if not received by mail.
6. PO Org should give proposal for NREGA material component to government by incorporating views from DMCs. DMCs should prepare themselves to implement this project in all CDSs by July 15. Pilot project may be done in one CDS in each district by July 15
7. DMCs should take a list of individual as well as collective apparel units and give to PO ME by 20/06/17
8. DMC should issue proceedings allowing one ME to one District Mission Team member and ensure that all the consultants upload their first report by July 1
9. DMC TVM, KLM, IDU, EKM, TCR, ALPY, KTYM - to enroll students in Mahindra CSR project as per MoU signed by Kudumbashree.
10. SVEP will be extended to 6 more districts (COO NRO will give details of these 6 districts). DMCs of these 6 districts should learn about SVEP from Pathanamthitta/ Ernakulam and be ready to implement the project from the day of receipt of order from government
11. LIFE - DMCs should complete all process, data entry, and be ready to handover all the forms to Panchayat secretaries by 20/06, if not already done
12. Consultants will be appointed by July 1. DMCs should give proper training and deploy them. Training from state mission will be scheduled in July 3rd week. They should also do 'MY ME' project

13. All DMCs should send their best practices, by email to web administrator by 20/06/2017. Web administrator should upload it in the website on 20/06
14. All DMCs should upload 'innovative ME' section of the website with details of some of the new and innovative MEs set up in the district. It should be completed by 20/06
15. Before next PRM, all districts should start one SWAP shop, one ME for Green Protocol Business and one material recovery centre. Wherever possible, they should explore/ do a pilot project for green technicians

Sd/-

Executive Director  
Kudumbashree