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**Proceedings of the First Meeting of the Governing Body of Karnataka Evaluation Authority held under chairmanship of the President, Governing Body, KEA on 2<sup>nd</sup> April 2012 at 11:00 AM at the Meeting Hall No: 307, III Floor, 4<sup>th</sup> Gate, M.S. Building, Bangalore.**

Members present in the meeting were:

Shri/Smt:

Sl. No.	Name and Designation of the officer	
1	Sanjiv Kumar, President, Governing Body, KEA & Principal Secretary to Govt., Planning, Programme Monitoring & Statistics Department	In the Chair
2	H.E. Rajashekharappa, Director, Directorate of Economics & Statistics	Member
3	B.S. Hiremath, Director, Karnataka Statistical System Development Agency	Member
4	Nanjunda Rao, Director, PMI, on behalf of the Principal Secretary to Govt., RDPR Department & Director General, Administrative Training Institute, Mysore	Representative
5	V. Shivakumar, Deputy Secretary to Govt., DPAR (Executive) on behalf of the Principal Secretary to Govt., Department of Personnel and Administrative Reforms	Representative
6	N.G. Jagannath, Special Officer and Ex-Officio Deputy Secretary (Z.P.) on behalf of the Secretary to Govt. (Expenditure), Finance Department	Representative
7	S.A. Katarki, Director, Area Development Board, Planning Department	Treasurer
8	Prof. S. Madheswaran, Chief Evaluation Officer, Karnataka Evaluation Authority	Member Secretary

Initiating the deliberations the Member Secretary welcomed the hon'ble President, members and their representatives to the first meeting of the Governing Body of Karnataka Evaluation Authority. Briefing on the very purpose of conducting this meeting, the Member Secretary requested the hon'ble President to chair the first meeting of Governing Body, KEA and to conduct the proceedings of the Meeting.

**Agenda No. 1:** Approval for the Terms of Reference to prepare Empanelment Manual for Evaluating Consulting Agencies for Conducting Evaluation of Policies and Programmes of Govt., of Karnataka submitted by M/s Grassroots Research and Advocacy Movement (GRAAM), Mysore at the estimated cost of Rs.4,94,500/- in 16 weeks time/four calendar months.

**Resolution:** The proposal was discussed in detail and suggestions were given to revise the proposal based on the inputs given in the Meeting. It was noted that as there is a provision under KTPP Act to go for single source selection, i.e., vide Section 28E (iii) under Chapter VIIA: Consultancy Services, under of Karnataka Transparency in Public Procurement Act 1999 (Karnataka Act 29 of 2000) (Govt of Karnataka Notification No: PWD 121 SO/FC 2003 Dated 26<sup>th</sup> September 2003), if the cost of the consultancy services is less than Rs.5.00 lakhs in case of a firm.

Hence, as the cost indicated by GRAAM i.e., Rs.4,94,500/- is less than Rs.5.00 lakhs limit prescribed for a single source selection under KTPP Act, the resolution was passed unanimously to entrust the task of preparing of Empanelment Manual for Evaluating Consulting Agencies for Conducting Evaluation of Policies and Programmes of Govt., of Karnataka to M/s Grassroots Research and Advocacy Movement (GRAAM), Mysore at the estimated cost of Rs.4,94,500/-. This assignment has to be completed in 16 weeks time/four calendar months i.e., from May 2012 to August 2012.

**Agenda No. 2:** Approval for the Terms of Reference to prepare Manual on Benchmarking Programme Evaluation or Output Grading or Assessment of quality of Evaluation Reports and entrusting this task to M/s Grassroots Research and Advocacy Movement, Mysore at the estimated cost of Rs.4.83 lakhs in 16 weeks time/four calendar months.

**Resolution:** The proposal was discussed in detail and suggestions were given to revise the proposal based on the inputs given in the Meeting. In this case also, as the estimated cost of the consultancy services for preparing Manual on Benchmarking Programme Evaluation is less than the prescribed amount of Rs.5.00 lakhs for firm : Single Source Selection as per the Section 28E (iii) under Chapter VIIA: Consultancy Services of Karnataka Transparency in Public Procurement Act 1999 (Karnataka Act 29 of 2000) (Govt of Karnataka Notification No: PWD 121 SO/FC 2003 Dated 26<sup>th</sup> September 2003), the resolution was passed to entrust the task of preparation of Manual on Benchmarking Programme Evaluation to M/s Grassroots Research and Advocacy Movement (GRAAM), Mysore at the estimated cost of Rs.4.83 lakhs to be completed in 16 weeks time/four calendar months i.e., from October 2012 to January 2013.

Further it was decided that it would start only after the completion of Empanelment Manual for Evaluating Consulting Agencies for Conducting Evaluation of Policies and Programmes of Govt., of Karnataka.



Both these Manuals such as Empanelment Manual for Evaluating Consulting Agencies for Conducting Evaluation of Policies & Programmes of Govt., of Karnataka and Manual on Benchmarking Programme Evaluation will be finalised by an Expert Committee to be constituted consisting of Shri K. Lokanath, Controller (Accounts Management), Finance Department, officials having expertise in procurement and monitoring such as KUIDFC, KSIIDC etc., and experts from academic institutions.

**Agenda No. 3:** Approval for the Terms of Reference to make Rapid Appraisal of Results Framework Document submitted by Institute of Social and Economic Change, Bangalore at the estimated cost of Rs.2,58,750/- in 8 weeks' time/two calendar months.

**Resolution:** The proposal was accepted in principle. Suggestions were given to revise the proposal based on the inputs given in the Meeting. As the estimated cost indicated by ISEC, Bangalore also less than Rs.5.00 lakhs, it was decided to entrust the assignment for making Rapid Appraisal of Results Framework Document to Institute of Social and Economic Change, Bangalore at the estimated cost of Rs.2,58,750/- as per the section 28E (iii) under Chapter VIIA: Consultancy Services of Karnataka Transparency in Public Procurement Act 1999 (Karnataka Act 29 of 2000) (Govt of Karnataka Notification No: PWD 121 SO/FC 2003 Dated 26<sup>th</sup> September 2003). This assignment has to be completed in 8 weeks' time/two calendar months.

**Agenda No. 4:** Approval for the proposal of calling tenders in two cover system for filling up of the posts: *1 Office Assistant, 1 DTP Operator, and 2 Attenders* in the Administration Section of KEA on outsource basis from the registered and eligible Man Power Services Agencies as per the KTPP Act 1999 and Amendment 2000 and Orders issued by the Government (Labour Departments and Others) from time to time.

**Resolution:** The resolution was passed to fill up the 2 posts of Driver and 2 posts of Attenders on outsource basis by calling tenders (advertising on the two leading news papers: One Kannada and One English) from eligible and registered Man Power Service Agencies as per the KTPP Act 1999 and Amendments 2000 and orders issued by the Government (Labour Department and Others) from time to time.

The Finance Department was requested to speed up the process in respect of files of KEA such as upgradation of two research posts (File No: PD 14 EVN 2012: Computer No. 18998) and taking up of One State Level Coordinator cum Consultant with two senior Research Assistants for coordinating the preparation of Human Development Reports: Districts/State (File No: PD 31 EVN 2012: Computer No. 19122).

It was also decided that a suitable proposal may be developed for creation of additional posts keeping in view the quantum of work in KEA.

**Agenda No. 5:** Approval for the proposal of entire process of filling up of the technical posts in the Programme Wing of KEA by direct recruitment like qualification prescribed, Selection Committee, Screening Committee etc as the resolution was passed to fill up these posts on contract basis for 2 years in the first extended meeting of General Body of KEA held on 10.01.2012 (Decision No: 11).

**Resolution:** Resolution was passed to fill up all the posts in Programme Wing of Karnataka Evaluation Authority in Programme Wing by direct recruitment on contract basis for two years.

In order to recruit the people against the posts in KEA immediately the Governing Body has unanimously endorsed the qualification prescribed for the various posts in Administrative Wing and Programme Wing of KEA (as in the Annexure: I enclosed) and the Structure of Screening Committee / Selection Committee (as in the Annexure: II and III enclosed) to be constituted for the recruitment of candidates for these posts.

**Agenda No. 6:** Vide Government Order No: PD 8 EVN (2) 2011 dated 11.07.2011, 11 posts in Programme Wing and 8 posts in Administration Wing of Karnataka Evaluation Authority were created, but Grade Pay was fixed only in respect of technical posts. This indicates there is no pay parity between posts in Administrative Wing and Programme Wing of KEA. It is proposed to discuss this issue for arriving at a suitable decision.

**Resolution:** It was clarified that the technical posts have Central Government Pay Scales and the posts in the Administrative Wing have Government of Karnataka Pay Scales and both cannot be compared here. Further the pay scales of Government of Karnataka are being revised based on the recommendations of Official Pay Committee which will take care of the anomaly of pay differences between the posts in Administrative Wing and Programme Wing of KEA.

**Agenda No. 7:** In order to monitor the entire process of evaluation such as outsourcing the studies, recommendation from the studies, action taken on the same etc, E-Governance Department has been requested to create an exclusive Website for Karnataka Evaluation Authority. Since it is taking lot of time as we need to feed the information/ideas/designing etc, it is proposed to entrust this task to an external designing Agency.

**Resolution:** It was decided to entrust the task of designing an exclusive Website for KEA to National Informatics Centre. The Treasurer, KEA was requested to initiate action on the same.

**Agenda No. 8:** As per the resolution passed in the first extended meeting of General Body of KEA held on 10th January 2012 (Decision No: 10), an official LOGO for KEA has been designed by Marketing Consultants and Agencies Ltd., Bangalore: Presentation before the Governing Body for approval.

**Resolution:** Resolution was passed unanimously to adopt the following Logo as the Official Logo for Karnataka Evaluation Authority.



ಕರ್ನಾಟಕ ಮೌಲ್ಯಮಾಪನ ಪ್ರಾಧಿಕಾರ  
Karnataka Evaluation Authority

**Agenda No. 9:** As per the Resolution passed in the first General Body Meeting KSIIDC was requested to provide office space in IT/BT Park, Rajajinagar, Bangalore @ Rs.38 per sq.foot, 10 months advance, Maintenance/electricity cost (Monthly @Rs.48-50). Later it was felt that this place is far from M.S. Building as for day-to-day administration work KEA officers need to come to Treasurer of KEA who is in the M.S. Building. In view of this Krishikara Samaj Building situated in Nrupatunga Road was requested for providing office space who in turn agreed for the same but due the reasons like repair etc it is being delayed from Krishikara Samaj. Approval sought for searching office space for KEA in nearby private buildings.

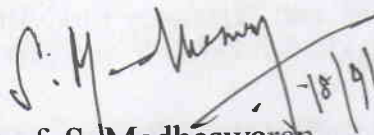
**Resolution:** It was suggested to approach KSIIDC, for getting space in Khanija Bhavan and also to search in nearby private buildings.

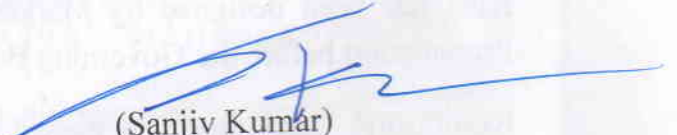


**Agenda No. 10:** Towards Partnership and affiliations for Evaluation Capacity Building it would be useful for KEA to become a member of International Initiative for Impact Evaluation (3ie), New Delhi.

**Resolution:** In principle approval was given to Karnataka Evaluation Authority to become a member of International Initiative for Impact Evaluation (3ie), New Delhi towards Partnership and affiliations for Evaluation Capacity Building as there are no financial implications to become member.

Meeting was concluded with the vote of thanks.

  
Prof. S. Madheswaran  
Chief Evaluation Officer  
Karnataka Evaluation Authority

  
(Sanjiv Kumar)  
President, Governing Body,  
Karnataka Evaluation Authority