

MINUTES OF THE FOURTH GOVERNING BODY MEETING OF KEA

The Fourth Governing Body Meeting of Karnataka Evaluation Authority(KEA) was held on 13th November 2013 at 12 PM in Room No. 252, MS Building under the Chairpersonship of the President, KEA Governing Body and Principal Secretary to Government, Planning Programme Monitoring and Statistics Department. List of members present during the meeting is appended. The Member Secretary and CEO, KEA welcomed all the members to the meeting. After detailed discussion, the following decisions were taken in the meeting.

Agenda item no. 1:

To confirm the resolutions of the 3rd Governing of KEA held on 29th June 2013.

Resolution: No comments received from members hence Governing body confirmed the decisions taken in the 3rd Governing Body Meeting. Governing Body took note of the follow up action taken by the KEA.

Agenda item no. 2:

To review and recommend the following draft manuals for placing before the General Body for approval

The Member Secretary and CEO, KEA stated that the two manuals- Empanelment Manual & Output Grading Manual are prepared by the KEA and after through scrutiny it is circulated among the members of Governing Body along with the Agenda Notes to offer comments & suggestions. Secretary finance (Expenditure) stated that he will go through the empanelment manual and will send the comments shortly.

Resolution:

- i. Members of Governing Body will study the Empanelment Manuals and offer their comments within 3 days.
- ii. The members of the Governing Body suggested inserting a detailed check list for internal evaluation in the output grading manual and also including members of concerned departments to be part of grading process.
- iii. KEA will expedite finalisation of other manuals and get them reviewed adequately and place them before the next Governing Body Meeting for approval.

Agenda item no. 3

To approve the list of external evaluation studies to be taken up by KEA in the current financial year.

The Member secretary and the CEO, KEA informed Governing Body that the ToR of 12 programmes have been finalized by the KEA in consultation with the line departments. The KEA have been requested by the administrative department to take up the evaluation studies. The KEA has the target of 8 studies to be conducted during current financial year as per the RFD of the Planning Department. Hence approval of Governing Body is sought to take up 12 external evaluation studies as mentioned in Annexure-A of the agenda.

Resolution:

The Governing Body resolved for the external evaluation of the 12 studies by the KEA as per the ToRs which are already approved by the KEA in consultation with the administrative departments. The expression of interest to finalize the external evaluator should be done through the e-tender. Governing Body directed KEA to inform the progress during next Governing Body meeting.

Agenda item no 4

To provide space to KEA in 7th floor of MS Building.

The Member Secretary & CEO informed that the Planning Department is restructuring the offices space occupied by various wings of planning department and it is agreed to provide necessary space to KEA on the 7th floor of MS Building. In view of this recent development the space taken up by the KEA for their office at BMTC Shantinagar needs to be surrendered. The agenda item is placed for approval.

Resolution:

After detailed discussion, the Governing Body resolved to surrender the office space back to the BMTC and have the office of KEA on the 7th floor of MS Building along with the other offices at planning department.

Agenda item no. 5 :

To await the approval of Finance Department for fresh recruitment.

CEO, KEA informed the Governing Body that the service condition file is yet to be cleared by the Finance Department due to which KEA is not in a position to undertake regular appointment of personals. The Secretary, Finance (expenditure) assured the Governing Body that finance department will expedite the KEA service condition file

and will send their comments. The Member Secretary stated that it is finding difficult to function without necessary manpower and requested the Governing Body to allow KEA to take the services of Associate Director – 1 post, Office Assistant – 2 posts, DTP Operator – 1 post through outsourcing against the already sanctioned post.

Resolution:

The Governing Body discussed the issues in detail and authorised the Member Secretary and CEO, KEA to take the services of 4 personnels against the sanctioned posts of Associate Director – 1 post, Office Assistant – 2 posts, DTP Operator – 1 post to KEA through outsourcing for proper functioning of KEA.

Agenda item no. 6:

To approve the proposal to undertake empanelment of External Evaluation Consultants.

Empanelment of external consultant is one of the duties of KEA and in this regard empanelment manual is prepared by the KEA. The manual is placed before the Governing Body and the members asked time to offer their comments hence it is requested to allow the KEA to start the process of empanelment of external evaluators after finalization of the empanelment manual duly incorporating the comments of Governing Body members.

Resolution:

The Governing Body resolved to allow the KEA to initiate the process of empanelment of external evaluators to support the ongoing evaluation work only after finalisation of empanelment manual by taking approval of President of KEA on file.

Agenda item no. 7:

To approve the second phase of inventorisation work by Sri M.A. Basith, Consultant

The Member Secretary and CEO, KEA stated that inventorisation of 25 departments was carried out through outsourcing and now balance 30 department work is to be taken up in second phase. It is proposed to take the services of Sri M A Basith, Consultant, who is retired official of the planning department with the vast knowledge and at present working in Planning Department for next three months to take up inventorisation of balance 30 more departments.

29

Resolution:

The Governing Body resolved that Sri MA Basith, Consultant working in Planning Department be entrusted with the inventorisation work of balance 30 departments.

Agenda item no. 8 :

Approval for the preparation of ToR on Concurrent Monitoring & Evaluation of seven CSS Flagship programmes for e-tendering

The Member Secretary & CEO, KEA informed Governing Body to approve the preparation of ToR for concurrent monitoring and evaluation of 7 (Seven) flagship programme NRDWP, PMGSY, ICDS, IAY and Basava Vasati Yojane, SSA, MID DAY MEALS Programme and AIBP. This task will be entrusted to the Associate Director whose services will be taken up by the KEA through outsourcing agencies as resolved in agenda 5, instead of taking the services of some consultant as per KTCP Act.

Resolution:

The Governing Body resolved to approve for preparation of ToR on Concurrent Monitoring and Evaluation of seven CSS Flagship Programmes through outsourced Associate Director.

Agenda item no. 9 :

To ratify the action of reassigning of drafting work of HRM and Accounting & Finance Manuals.

Resolution:

The Governing Body resolved to ratify the action of reassigning of drafting work of HRM to Sri M.S. Mahanteshaiyah and Financial and Accounting manual to Sri N.V. Subbanna & Finance Manual to other consultants. The Governing Body directed KEA to circulate these manuals to the members for their comments.

Agenda item no. 10 :

To ratify the appointment of Sri S. Kannan as Accounts Officer in KEA on outsourcing basis from Karnataka Institute of Public Auditors (KIPA).

Resolution:

The Governing Body resolved to ratify the appointment and further to accept the resignation of Sri S Kannan, Accounts Officer whose services were taken by the KEA on the outsourcing basis from Karnataka Institute of Public Auditors (KIPA).

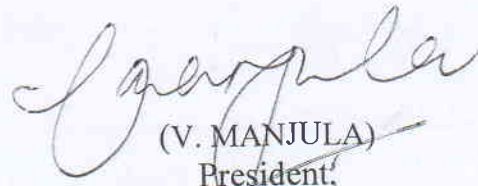
Agenda item no. 11

Miscellaneous items

- a. To approve the contract appointment of Sri M.Ranganna as Consultant – (Procurement)
- b. To approve the appointment of Personal Secretary to CEO on outsourcing basis.
- c. To approve payment for data extraction cost to IIM, Bangalore.
- d. To accord permission for remitting the pension and leave salary contribution of Sri K. N. Murthy IFS, CEO for the period 1-4-2013 to 31-3-2014 to the Accountant General.

Resolution:

- a) Governing Body ratified the contract appointment of Sri M.Ranganna, as Consultant-Procurement for a period of one year from the date of joining.
- b) Governing Body approved the appointment of Sri Dwarakanath as Personal Secretary to CEO in place of DTP Operator on outsourcing basis.
- c) Governing Body resolved to recover the data extraction cost of Rs. 83,900/- paid to IIM, Bangalore from IMR-B while releasing the final instalment.
- d) Governing Body approved to remit the sum of Rs. 2,81,399/- (Rupees two lakh eighty one thousand three hundred ninety nine only) to the Accountant General of Karnataka towards Pension and Leave Salary payment of Shri K.N.Murthy, IFS, CEO for the period from 01-04-2013 to 31-03-2014.



(V. MANJULA)
President,

Governing Body,
Karnataka Evaluation Authority.