

## **Minutes of the PRM held on 3<sup>rd</sup> and 4<sup>th</sup> August 2018**

### **1. Next PRM**

The next PRM will be conducted on 5<sup>th</sup> and 6<sup>th</sup> October 2018.

### **2. Learning Day**

Learning day was a great success and effective.

### **3. Writershop of DPMs**

Writershop to create institutional memory was conducted for SPMs and SAPMs in the state level. DPM's writershop is also needs to be conducted. Executive Director will give topics to the DPMs. If topic is not assigned by ED in some districts or to some DPMs, DMC can give the topics. The date of the writershop has been tentatively fixed on September. Topics and the date will be intimated to the Districts soon

### **4. Fund allotment**

DDO code was allotted to all Districts. Next allotment from the government will come within two weeks most probably. Expenditure should be met quickly so that we can claim for next allotment by September – October.

Fund allotment of CSS

In the case of CSS , Director (A&F) is the DDO. The fund will be allotted to Districts through bank account.

### **5. Next year's Plan**

Next year's 2019-20 plan should be prepared and should be presented to Planning board before October. It is decided to conduct a planning preparation in Districts this time. State team will come to districts for the same. Time and schedule will be intimated soon. Districts can host this plan preparation team wise.

### **6. Urban Review**

Next urban has been planned and the schedule will be intimated soon. ADMC should attend the review

**7. Focus on Annual Plan**

Emphasis needs to be given to those programs as per our Annual Plan. Plan based work is essential to get outcome. Each program should done effectively

**8. ADMCs Role**

ADMC should take charge of implementation of all Program. ADMCs should take the challenges and responsibilities. Also , ADMCs should own the programs

**9. Convergence**

Convergence is an integral part of the Mission. Focus should be given for department convergence

**10. Appraisal**

Community Organizers appraisal should be done in the districts. DPM's extension will be given up to March 2019 to get uniformity in the appraisal process. Before the expiry of the agreement DPM should come and meet the Administrative Officer for the appraisal process.