Development Cooperation between the Governments of India and Germany

Climate Change Adaptation Program in the Himalaya Grant Component & Component III: Meghalaya – Protection of Vulnerable Catchment Areas in Meghalaya Kick-off / Progress Review Mission 04 to 19 of October 2023

Minutes of Meeting (MoM)

A KfW mission (hereafter: the Mission) comprising Dr. Florian Wieneke, Senior Portfolio Manager, Matthias Bechtolsheim, Senior Technical Advisor, Dr. Kai Morgenstern, Environment and Social Expert, Ms. Stephanie Küch, Head of Division, Ms. Sangeeta Agarwal, Senior Sector Specialist, and Mr. Saravanakumar Veerasivam, Sector Specialist (all from KfW Development Bank) visited the Climate Change Adaptation Program in the Himalaya - Meghalaya, which encompasses the two components Grant Component (BMZ-Nr. 2015.67.650) and the Loan Component III (BMZ-Nr. 2015.67.643) for a progress review mission.

During the mission, detailed meetings were held with Mr. Conrad Sangma, Chief Minister of Meghalaya, Mr. D.P. Wahlang, IAS, Chief Secretary, Govt. of Meghalaya, Mr. Sampath Kumar, IAS, Chief Project Director, MegARISE, Dr. D. Vijay Kumar, IAS, Commissioner & Secretary, Planning Department, Govt. Of Meghalaya, Mr. Gunanka D.B, IFS, Addl. Project Director, MegARISE, Dr. Subhash Ashutosh, IFS (Retd), Co-Chairman & Director, CoE (NRM & SL), James Kharkongor, DPD, MegARISE, officials of Meghalaya Basin Development Authority (MBDA) and representatives of different departments of the Government of Meghalaya.

The following field visits with demonstration of the respective project activities as well as discussions on progress/ activities were undertaken to:

- Darechikgre Village (Rongram Block), West Garo Hills, under the Pilot PES project of Ganol Catchment - Interaction with Village PES Committee, Site visits - Nursery under Sustainable Forest Management and Conservation of existing Natural Forests.
- Anogre Village (Rongram Block), West Garo Hills, under MegLIFE Project -Interaction with Committees, Site visits - Community Nursery, Afforestation.
- Nongwah Village (Mawphlang Block), East Khasi Hills, under the CLLMP project -Interaction with the VNRMC, Site visits - Spring chamber, tree plantation, irrigation canal, and Community Nursery.
- Mawkohmon Village (Mawphlang Block), East Khasi Hills, selected under KfW Project
 Interaction with Executive Committee members, Village Dorbar.

The Mission would like to express its gratitude to MBDA for the excellent organization of the field visit and kind hospitality during the stay in India. KfW appreciates the open and constructive atmosphere as well as progress and consensus reached which is represented within this MoM.

The KfW Mission pointed out that all statements and remarks of the Mission represent the Mission's opinion only and that all understandings reached are subject to review and approval by the management of KfW and the German Government.

The results of the field visits as well as of the discussions held were discussed on October 16th in Shillong and agreed upon by signature.

The findings and agreements of the meetings are summarized as follows:

I. Background information

1. The Project outcome is agreed as:

In selected Indian states in the catchment area of the Himalayas, sustainable, climate-adapted and participatory natural resource management systems for natural resources have been introduced. The purpose of the Project is to increase the climate resilience of treated ecosystems and the communities in the selected watersheds.

2. Indicators to measure the project outcome and output will include:

The indicators are according to the signed Separate Agreement. Within the inception phase there might be changes proposed within the inception phase report and operational manual.

Indicator 1: Forest cover is increased

- Baseline value: tbd in the baseline study
- Target value: tbd in the baseline study
- Status of implementation: not started yet

Indicator 2: Total income as well as income diversity of target population increased

- Baseline value: tbd in the baseline study
- Target value: tbd in the baseline study
- Status of implementation: not started yet

Indicator 3: Water discharge and quality has increased by rejuvenating natural sources of water, adopting water conservation and harvesting measures, enhancing their ecological and hydrological processes and by that reducing climate vulnerability of the target group

- Baseline value: tbd in the baseline study
- Target value: tbd in the baseline study
- Status of implementation: not started yet

Indicator 4: Innovative mechanisms (including Payment for Environmental Services (PES) and new administrative structure of catchment areas) for planning and management of natural resources are established and financed by the Government of Meghalaya

- Baseline value: tbd in the baseline study
- Target value: tbd in the baseline study
- Status of implementation: not started yet

Indicator 1.a.: Training Needs Assessment (TNA) has been undertaken and training programmes are conducted

Baseline value: tbd
 Target value: tbd

Indicator 1.b.: Knowledge management and communication strategy is developed and implemented

Baseline value: tbdTarget value: tbd

Indicator 1.c.: Number of published papers in Indian or international reviewed journals as output of a cooperation with a consortium of regional and (inter-) national universities or research institutions to conduct applied research on impacts of land use forms and land use practices on water balances

Baseline value: tbd
 Target value: tbd

Indicator 2.a.: Micro Watershed Plans (MWPs) including appropriate soil and water conservation measures are developed and integrated into respective catchment area plans (CAPs)

Baseline value: 0

Target value: 39 MWPs (26 for Ganol and 13 for Umiew)

Indicator 2.b: Area under protection and sustainable forest management (including riverside plantations) increases

<u>Baseline value</u>: tbd
 <u>Target value</u>: 6340 ha

Indicator 2.c.: Area under grassland management practices increases

Baseline value: tbd
 Target value: 2080 ha

Indicator 2.d.: Area of land effected by fires reduced

Baseline value: tbd
 Target value: tbd

Indicator 3.a.: Agricultural area that has formerly been Jhum (Gano!) or Bun (Umiew) cultivated is managed through SALT or modified SALT practices respectively

Baseline value: tbd

• Target value: 630 ha (Ganol) + 1800 ha (Umiew) = 2430 ha

Indicator 3.b.: Payment for Environmental Services (PES) is piloted

Baseline value: tbd
 Target value: tbd

Indicator 3.c.: Water harvesting, storage and improvement structures are developed for livelihood activities

Baseline value: tbdTarget value: tbd

Indicator 3.d.: O&M system is established and operational

<u>Baseline value</u>: tbd
 <u>Target value</u>: tbd

Indicator 3.e.: Number of people with increased resilience towards water scarcity has increased

Baseline value: tbd
 Target value: tbd

Indicator 3.f.: Return of investments of livelihood interventions meets the expectations.

Baseline value: tbd
 Target value: tbd

Indicator 4.a.: SPMU, CMUs and VICs are established and operational

Baseline value: tbd
 Target value: tbd

Indicator 4.b.: A comprehensive M&E system including E&S frameworks and plans is developed and operational

Baseline value: tbd
 Target value: tbd

Indicator 4.c.: Capacity building on ESMF/CEPF requirements, including FPIC, Gender Action Plan and the GRM is regularly provided to the PEA, implementing agencies, local facilitators and communities.

Baseline value: tbd
Target value: tbd

3. Understanding Objectives, Output and Activities

As of the date of the mission all outputs and activities remain as in the SA.

4. Status of Implementation and Follow-up Action Required

Activities completed:

- Notification for CPD, APD and DPD
- Notification for key staff of both SPMU and CMUs
- Opening of Bank Accounts
- Procurement Plan submitted to KfW

Activities to be taken up at the earliest

- On-boarding of the Implementation Consultant
- > On-boarding ofother staff
- > Setting up of Office
- Preparation of Annual Budget (2023-24)
- > Preparation of the ESMF for the project

The total project budget's break-up is completed. Possible differences are to be adjusted without altering the split-up between FC loan and grant shares as well as the GoM share should conform with the total project cost mentioned in the Separate Agreement.

5. Status of Disbursement:

The disbursement status as per 29th of September is EUR 0.00 for the grant component as well as for the loan component. As the project is currently in an early Kick-Off phase, no disbursements have yet been recorded.

However, MBDA is requested to assure that KfW can realize disbursements of at least EUR 120,000 before the deadline of 24th November 2023 to avoid the payment of a management fee according to the signed contract.

In general, the Mission emphasized that, for disbursement requests to be honored still in the current calendar year, KfW needs to receive such requests at the latest by the end of November of the same year.

Main Findings and Agreements Ħ.

MegARISE is the project logo and name proposed by MBDA. KfW appreciates the concept and effort.

1. Management Fee:

- · This issue has been discussed in detail. Both parties agreed that MBDA will attach highest priority to this issue.
- KfW will internally discuss with the management the possibilities of action in case the deadline cannot be met.
- However, it was agreed that as a minimum requirement the disbursement readiness is achieved (already verified) and KfW will receive the disbursement request for the initial payment to the IMC. Therefore, MBDA will need to negotiate and conclude the contract with the IMC on the shortest possible notice. Furthermore, the subsequent Request for Disbursement on the IMC's initial payment will have to be processed and submitted to KfW without delay.

3. Critical Path/Time Schedule

 The Contract with the IMC is to be signed within October 2023. The pertaining request for initial payment to the IMC has to be submitted through MBDA to be received by KfW before November 24, 2023.

4. Fund Flow Mechanisms & Procurement Plan

- · Prior to using contingencies, MBDA is to request non-objection from KfW.
- MBDA will prepare an annual budget estimate for the 2024 calendar year (German Fiscal Year Jan. - Dec.) and submit the same for non-objection by December, 2023. It was also informed that subsequently the Annual Budget Estimates are to be submitted by December each year for concurrence from KfW Development Bank.
- Third-party (Statutory Body) audits are to be conducted annually.
- Regarding procurement issues, MBDA will communicate with KfW's Procurement Expert to explore possibilities for easing procurement processes. For such purpose, regular VCs with the same are highly recommended.

Implementation Procedure

Inception phase / Operational manual:

· The Project's inception phase will start with the IMC's mobilisation and last for six months, with an inception report as well as a draft Project Operational Manual as key outputs. The inception report's focus will lie on validating - and updating, as considered

necessary – the findings of the Feasibility Study as well as the Project's conceptual outline as laid down in the appraisal mission's MoM and SA. This will also comprise a revision or updating the Project's specific intervention sites giving due recognition to progress made meanwhile by the CLLMP and MegLife projects. With considerable time having passed since both the FS as well as the appraisal mission, adjustments are likely to become necessary.

- The Operational Manual will include a detailed visualization of the institutional implementation structure, their responsibilities and major communication and fund flows on all levels (Steering Committee – Beneficiaries).
- It was decided that based on the requirement, the no. of villages may be increasing from the current 106 villages. The villages must be adjacent to the Project's agreed watersheds, and their inclusion will cause no additional cost to the project.

IMC

 The Mission requested the PEA to review precisely the SA and its annexes as well as the IMC contract, put priority on communication with IMC for its immediate on-boarding and guarantee that all formal exchanges with KfW on procurement, tenders, contracts, disbursement requests, requests for non-objections, etc. are submitted after cross checks with the IMC.

Procurement:

 Subject to final non-objection by KfW's procurement dept., the procurement plan submitted in its rather aggregate form is considered acceptable by the Mission. A more disaggregated presentation is to follow with the respective annual procurement plans as well as the bidding/ contracting documents. As far as cost norms and/ or standard rates will be applicable, the respective officially authorised documentation will be submitted together with the periodic operational and/ or procurement plans to allow for assessment of the underlying unit costs.

Payments for Ecosystem Services (PES):

- The Mission noted with satisfaction that initial discussions on PES notably during project appraisal, have meanwhile led to the initiation of the "GREEN MeghalayaPES" (Grass Root Level Response Towards Ecosystem Enhancement and Nurturing Meghalaya) scheme funded out of GoM's own resources. The Mission observed that, according to the eligibility criteria defined as of now, PES payments are used for forest conservation and management activities. With view to making PES an even more effective means of incentivising community-led forest conservation, the Mission recommended to also explore the option of expanding the designated use of PES for promoting community development initiatives (e.g. supporting social infrastructure/services).
- The PEA stated that the suggestions are already incorporated in the PES scheme. The
 details are included in the Annex 3.
- The PEA agreed to share the framework list for community and individual PES of the MegLife project for further detailed discussion.

Afforestation/ reforestation measures (ARM):

• ARM are expected to make up a significant proportion of the Project's envisaged interventions. In this particular regard, the Mission encouraged the project partners to also explore and include – wherever possible and suitable – the preferred option of relying on natural regeneration/succession of forest vegetation. Under suitable conditions, such approaches are likely to result in far lower treatment costs per ha, thus releasing resources for other project components/interventions. This aspect should also be dealt with in a sufficiently exhaustive manner within the envisaged operational manual (see above).

Critical Catchment Areas

As per the Project design, Ganol and Umiew catchments were to be declared as critical
catchments during the lifetime of the project. This is governed by the Meghalaya
Protection of Critical Catchment Areas Act of 1990. As discussed, this Act is expected to
require some amendment, and this process needs to be initiated at the earliest.
Necessary consultations with communities in these catchments and other stakeholders
should be initiated.

Management Information System (MIS) and Monitoring:

- A MIS is considered indispensable for the project and should be developed without delay.
 In this respect, the PMU with support of the future IMC is encouraged to explore the option of adapting the respective MIS of the MegLIFE Project to suit the CCA project's needs.
- As practised in the CLLMP and MegLIFE projects, all project interventions, works and structures are to be geo-referenced, such as their respective photos for reports.
- With regard to monitoring esp. of the indicators agreed upon in the Planning Matrix, respective baseline surveys are to be completed at the latest by June 2024.
- To comply with reporting requirements of KfW to BMZ, aggregated data on (a) the total number of Project beneficiaries as well as (b) the total surface area (preferably in ha) benefitted by the Project will have to be compiled in the framework of the MIS.

Audit/Inventory of procured items

 The partner will use an Excel-Table for the inventory of procured items which will be submitted to KfW before every progress review mission. KfW will send a template to support the PEA/IMC.

Technical Reporting

It was agreed that the first technical report will be combined with the inception report that
covers the period from the IMC mobilisation (October/November 2023) up to March 2024.
The second technical report is to cover the period from April to September 2024. The
subsequent project reporting should be kept like this.

Risks of social conflict over land access and control / Environmental and Social Safeguards

- MBDA has shown high motivation and experience in the topic of ESFM. MBDA shared the Social Management Framework (SMF) and Environment Management Framework (EMF) developed for the World Bank funded "Community Led Landscape Management Project" for review by Mr. Morgenstern.
- As per the Separate Agreement for the Vulnerable Catchment Project, MBDA together with the IMC that will be appointed shortly, has to develop three main safeguard instruments (see Separate Agreement, Annex 5: Environmental and Social Commitment Plan for more details):

Environmental and Social Management Framework (ESMF):

With the main objective to avoid and manage negative environmental, occupational and community health and safety risks potentially caused by the implementation of project activities at the village level, the ESMF shall provide the procedures and tools to be applied for the identification and assessment of these risks, for the preparation of the required mitigation measures as well as for the corresponding monitoring and reporting on E&S compliance. As such, the ESMF includes E&S screening and eligibility checks against exclusion criteria, risk assessment and categorization, definition of applicable safeguard instruments, as well as requirements for their diligent implementation, monitoring and reporting at the village-level.

Stakeholder Engagement/Community Engagement and Planning Framework (CEPF):

· Apart from the environmental, occupational and community health and safety risks of the Project, some of its activities will inevitably result in restrictions on land use and access, to natural resources which are anticipated to adversely impact on local subsistence livelihoods. Although considered a community-based Project which will not involve the compulsory acquisition of land under eminent domain WB ESS 5 still requires a) the use of an adequate community decision-making process based on voluntary, informed consensus; and b) the adoption of appropriate measures to mitigate adverse impacts on vulnerable community members and in particular on people that would disproportionally suffer from livelihood losses. The appropriate safeguard instrument to adhere to these requirements is a CEPF, which sets out the step-by-step procedures for stakeholder engagement and decision-making at the village-level, especially on how decisions on land use change and restrictions are made, how mitigation of potential livelihood losses, in particularly on the most vulnerable community members (women, elderly or ethnic minorities etc.), are considered and grievances will be managed. In the case of Meghalaya, 86% of the state's population belong to indigenous communities, whereby all planned projects intervention will be benefitting the indigenous communities and there is no scope of exclusion and the free, prior, and informed consent (FPIC) of all village communities involved in the Project has to be obtained. For this a Technical FPIC Guideline on how to ascertain the FPIC of villages in line with WB ESS 7, as well as WB ESS 10 on community consultation, information disclosure and grievance redress will be developed and implemented.

Grievance Mechanism

 KfW requires that a project specific Grievance and Redress Mechanism (GRM) is developed for all projects. The GRM should be accessible to the general public and in

- particular to the Project affected persons, and to the workforce engaged in Project implementation.
- During the mission, the MBDA team explained that for the World Bank funded CLLMP project they have already developed an ESMF and Social Management Framework (SMF), which meet WB requirements, including the requirement to ascertain the FPIC of all village communities involved. A cursory inspection of the ESMF and SMF shows that their structure and content largely meet KfW's requirements and would form a good basis for formulating the project specific safeguard instruments. Updates will be required to make sure the documents adhere to the World Bank's current Environmental and Social Framework (the CLLMP ESMF and SMF used the old WB Operational Policies - OPs as a reference). MBDA attaches particular importance to the inclusion of disadvantaged groups and minorities. For example, each Village Committee is to have a single mother (in Meghalaya, 30% of mothers are single), which will greatly help provide fair and equal access to Project resources in the village communities. MBDA also affirmed that a GRM already exists (incl. a WhatsApp channel, which will be useful as well, since it was observed that smart phones are widely used in the communities). The GRM, SMF and ESMF are all explained to the communities within the framework of the FPIC process conducted for CLLMP.
- In case some Project activities are envisioned to be fast tracked to avoid stakeholder fatigue or as entry point activities, these would require to be clearly identified as "no regret measures" where existing CLLMP E&S safeguard instruments could be applied without violating any KfW requirements. This would have to be decided in coordination with the IMC and be presented to KfW for No Objection before any activities started and would not void the need to develop the project specific safeguard instruments ESMF, CEPF and GRM as described in the separate agreement.

Signed in Shillong, 16th October 2023:

Dr. Florian Wieneke

Senior Portfoliomanager

KfW Development Bank

Gunanka, D. B.

Additional Project Director

Meghalaya Basin Development Authority (MBDA)

ANNEXES

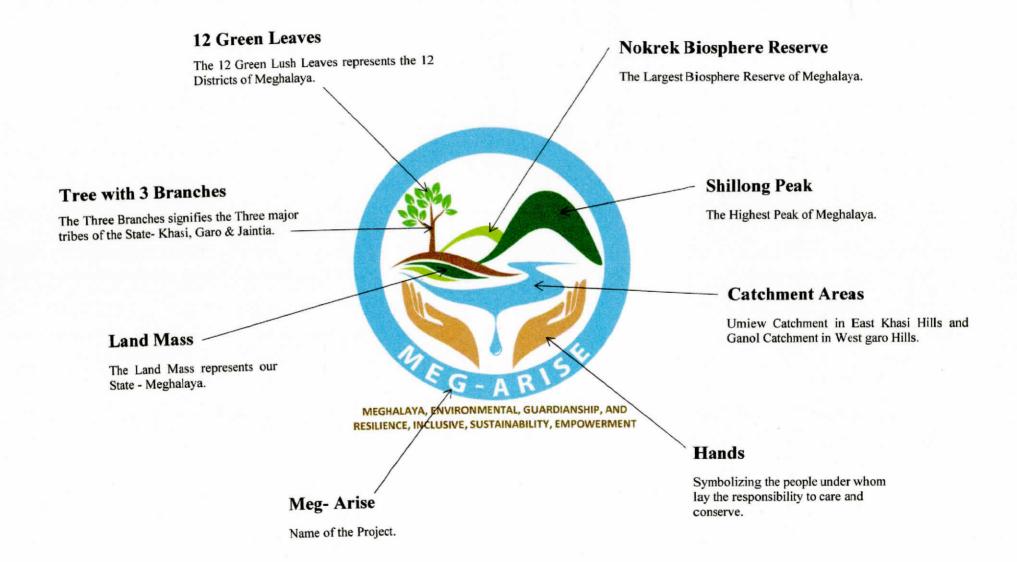
Annex 1: Template Item Inventory

Annex 2: Meg-ARISE Logo Annex 3: Information on PES

Annex 1: List Inventory Assessment

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Annex 2: The Meg-Arise Logo



Annex 3

Grassroot level Response towards Ecosystem Enhancement and Nurturing (GREEN) Meghalaya SCHEME

GUIDELINES

GREEN (Grassroot level Response towards Ecosystem Enhancement and Nurturing) Meghalaya Scheme under PES model is meant to support villages, communities, clans or individuals who commit to conserve and protect Natural Forests for a minimum period of 30 years.

Villages, communities, clans or individuals that have a minimum of 2 Hectares of Natural Forest, including pine trees and natural bamboo reserves, are eligible under this scheme.

FINANCIAL SUPPORT:

Rs. 8000 per Hectare per year for 5 years Additional amount will be given if the forests meet the following criteria:

TABLE 1

S.No.	Particular	Additional Reward amount (in Rupees)
1	If the Forest is notified as community reserve with Forest Department If the forest is not yet notified, the applicant can apply for notification with State Forest Department (Wildlife Division) and submit a copy of the application receipt while submitting the application	Rs. 5000 per hectare per year
	Or If forest is covered under Working Scheme	
	If the forest is not yet covered under working scheme, the applicant can apply for Working Scheme with the relevant Autonomous District Councils and submit a copy of the application receipt while submitting the application	
2	If Forest is very dense forest or traditionally recognised Sacred Grove or has Living Root Bridge or is located in eco-sensitive zones around protected areas* (National Parks and Wildlife Sanctuary) or in wildlife corridors**.	Rs. 2000 per hectare per year

^{*}Eco-sensitive zone as defined by Forest Department

Note:

1) Financial support for Village/Community/Clan Forest is as follows:

For the first 50 Hectares : As per the amounts indicated above

For the next 50 Hectares : 50% of the amounts indicated above

Any additional hectares above 100 Hectares : 25% of the amounts indicated above

2) Financial support for Individual Forest is as follows:

For the first 25 Hectares : As per the amounts indicated above

^{**} Wildlife corridor as identified by Forest Department

For the next 25 Hectares

Any additional hectares above 50 Hectares

: 50% of the amounts indicated above

: 25% of the amounts indicated above

HOW CAN THE FUNDS BE USED?

The funds can be used for the following activities:

TABLE 2

	Year 1 100% of the	Year 2	Year 3	Year 4	Year 5 50% of the funds		
	funds to be used for the following activities	50% of the funds to be used for the following activities	50% of the funds to be used for the following activities	50% of the funds to be used for the following activities	to be used for the following activities		
Si. -Na		and the second section of the section of	Librita				
1	Demarcation of forest boundary	Nutsery – creation and maintenance	Nursery – creation and maintenance	Nursery – creation and maintenance	Nursery – creation and maintenance		
2	Land preparation for gap filling plantation	Gap Filling	Gap Filling	Gap Filling	Gap Filling		
3	Forest protection activities	Forest protection activities	Forest protection activities	Forest protection activities	Forest protection activities		
4	Forest fire prevention and control activities	S&MC activities	S&MC activities	S&MC activities	S&MC activities		
5	Assisted Natural Regeneration	Preparation of Forest Management Plan	Preparation of Forest Management Plan	Preparation of Forest Management Plan	Preparation of Forest Management Plan		
6		Composting	Composting	Composting	Composting		
7		Forest fire prevention and control activities	Forest fire prevention and control activities	Forest fire prevention and control activities	Forest fire prevention and control activities		
8		Assisted Natural Regeneration	Assisted Natural Regeneration	Assisted Natural Regeneration	Assisted Natural Regeneration		
9		Any activity outside forest boundary	Any activity outside forest boundary	Any activity outside forest boundary	Any activity outside forest boundary		
				% in year 2 to year !			
		1		mental Activities suc	-		
		repair, school/ community hall repair and maintenance etc along with the					
L		forest management and conservation activities.					

WOULD APPLYING FOR THIS FUND TAKE AWAY THE OWNERSHIP OF THE FOREST?

No, there will be no change in status of ownership of the forest/land.

WOULD APPLYING FOR THIS FUND RESTRICT THE USE OF THE FOREST?

No, only some activities will be restricted. A list of permissible and restricted activities are given below.

Permissible Activities:

- 1. Collection of minor forest produce for household use (Fire Wood, medicinal plants and herbs, fruits, mushrooms, honey and other produce that is not timber)
- 2. Nature tourism which does not involve construction or physical alteration of the forest landscape
- 3. Water collection for local consumption

Prohibited Activities:

- 1. Grazing
- 2. Felling of trees
- 3. Mining
- 4. Jhumming or Agricultural activities
- 5. Hunting
- 6. Introduction of exotic or invasive species
- 7. Construction of permanent structures except those activities that are listed in table 2
- 8. Any other activities that lead to diversion of forest into non-forest activity

PRIORITY FOR SELECTION

In case proposals received exceeds the funds allocated under this scheme, then priority for financial support will be as follow:

1st Priority: Village and Community Forests meeting criteria in Table 1, point 1

2nd Priority: Clan Forests meeting criteria in Table 1, point 1

3rd Priority: Individual Forests meeting criteria in Table 1, point 1

4th Priority: Village and Community Forests meeting criteria in Table 1, point 2

5th Priority: Clan Forests meeting criteria in Table 1, point 2

6th Priority: Village, Community and Clan Forests

7th Priority: Individual Forests meeting criteria in Table 1, point 2

8th Priority: Individual Forests

CONTACT INFORMATION

	District	Name of Contact person	Designation	7005713020	
1	East Khasi Hills	Pynshngain Skhemlang Rymmai	District Project Manager		
2	West Khasi Hills	Ionhio Deleventoin	Digtment Decises Manages	9366849149	
3	Eastern West Khasi Hills	Iophio Pakyntein	District Project Manager		
4	South West Khasi Hills	John Kearney Wanniang	District Project Manager	9862125526	
5	East Jaintia Hills	Wilhelmos Shylla	District Project Manager	8837352834	
6	Ri Bhoi	Van Shanborlang Buhphang	District Project Manager	9774944910	
7	West Jaintia Hills	Sienmiki Lyngdoh	District Project Manager I/c	8837352834	
8	East Garo Hills	Palko Sangma	District Project Manager I/c	9436762533	
9	West Garo Hills	Sitaram Prasad Sah	District Project Manager	7005051834	
10	North Garo Hills	Salnang Koksi Sangma	District Project Manager I/c	7005299691	
11	South Garo Hills	Albia Nora	District Project Manager I/c	8575192585	
12	South West Garo Hills	Tesang R Marak	District Project Manager	6003775694	