

ANNUAL REPORT

2018-19 AND 2019-20



HARYANA STATE
BIODIVERSITY BOARD



Annual Report 2018-19 and 2019-20

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HARYANA STATE BIODIVERSITY BOARD

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Vineet Kumar Garg, IFS
Chairman, HSBB

FOREWORD

Haryana State Biodiversity Board (HSBB) has finalized Annual Reports for the year 2018-19 and 2019-20. These Annual Reports chronicle achievements of the Board in pursuance of its mandate under the Biological Diversity Act, 2002.

The State of Haryana is a land of diverse micro climates and soil types that supports luxuriant growth of myriads of flora. Its different type of forests provide safe haven for variety of fauna. The Shiwaliks and Aravalis are its two biodiversity hotspots. More than 40% of bird species of the Indian Sub-continent are found in the State. Factors like forest degradation, soil erosion, water pollution, urbanization etc. have become serious threats to its natural resources. Raising awareness about the issue is a vital step in meeting our objectives with regard to halting biodiversity loss and protecting our ecosystems. If we could generate awareness among the key stakeholders, be it the farmers, the business sector or the wider public, our efforts towards securing biodiversity conservation would bear fruit.

HSBB has been striving to implement the provisions of the Biological Diversity Act, 2002 to achieve the three objectives i.e Conservation of Biodiversity, Sustainable utilization of bio-resources and ensuring a fair and equitable sharing of benefits arising out of the bio-resources.

The major challenge during the years 2018-19 and 2019-20 was to achieve the goal of constitution of Biodiversity Management Committees (BMCs) for 6437 local bodies and preparation of People's Biodiversity Register (PBR) for each BMC. With the active support of Development & Panchayat Department, Haryana, 6435 BMCs could be constituted during the period. The process of preparation of PBRs could also be started and 126 Block level PBRs could be prepared.

I express my gratitude to the National Biodiversity Authority for its financial and technical assistance to the Board for carrying out its functions and duties. I express my sincere thanks to the HSBB members for their valuable guidance. I commend the officers and staff of the Board who rendered yeoman's service in producing this report in print form.

Chairman
Haryana State Biodiversity Board



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1. INTRODUCTION

1.1 Background

As we all know Biodiversity encompasses the variety & diversity of all life forms on earth such as plants, animals and microbes living in a wide range of ecosystems. Biodiversity & its interlink forms the very basis of life on this planet. According to estimations, there are about 13 to 14 million species of plants and animals living on our planet, out of which only 1.75 million species have been data-based so far. Due to increasing population, developmental pressures, inequitable and unsustainable utilization of bio-resources, many species of plants and animals are getting extinct every year. Fragmentation and degradation of habitats pose threat to our own survival and well-being.

To address the grave issue of loss of biodiversity and extinction of species, an Earth Summit was held at Rio de Janeiro in Brazil in 1992 and a multilateral treaty named as 'Convention on Biological Diversity' was signed. 194 countries including India are signatory to this treaty. To give effect to the said convention, the Indian Parliament enacted the Biological Diversity Act, 2002 effective from 5-02-2003.

India is a mega diverse country harboring nearly 7-8% of all recorded species of plants and animals on only 2.4% of the world's land area. India supports 16-17% of world's population and equal percentage of world's livestock population. India is one of the 17 mega bio diverse countries and it is known and recognized for its rich associated Traditional Knowledge, where Biodiversity is predominantly managed by its local communities.

Haryana is situated in the northern part of India and has a geographical area of 44,212 sq km which constitutes 1.34% of the geographical area of the country. Physio-graphically Haryana falls in the Indo Gangetic plain although some of the areas fall in Shiwalik hills as well. Climate of the State varies from moist sub-tropical in north bordering Himachal Pradesh to arid in southern

part bordering Rajasthan. The average annual rainfall varies from about 200 mm to 1,400 mm and the average annual temperature ranges between 1°C to 45°C. The Yamuna and the Ghaggar are the important rivers of the State. The State has 22 districts. As per the 2011 census, Haryana has a population of 2.53 crores accounting to 2.1% of India's population. The 19th Livestock census 2012 has reported total livestock population of 88.2 Lakhs.

Haryana is primarily an agricultural State of India and 80% of the total geographical area is under agriculture. The forests in Haryana belong to three Forest Type Groups i.e. Tropical Dry Deciduous Forest, Tropical Thorn Forest and Subtropical Pine Forests which are divided into 10 Forest Types. Although, the maximum portion of the geographical area consists of agricultural fields, over a time, the State has achieved a unique status in the field of agroforestry which has enabled the forest deficient State to support a large number of wood-based industries based on farm-grown timber. Poplar and Eucalyptus are the major agroforestry species which have become the main resource for improvement of livelihood of farmers in northern and central parts of the State.

Special emphasis has been given to Soil and Moisture Conservation works in the hills to conserve water and deliver it to adjacent farmlands for increasing their productivity and enhancing incomes. Herbal Parks have been developed in every district to bring people closer to the natural ecosystem.

Two National Parks, eight Wildlife Sanctuaries, two Conservation Reserves and three Community Reserves constitute the Protected Area Network of the State covering 0.75% of its geographical area and about 20% of the total Forest area of the State.

As per India State of Forest Report, FSI, 2019, the Forest Cover in the state is 1,602.44 sq. km which is 3.62% of the state's geographical area and the Tree Cover in the state is 1565 sq. km which is 3.54% of the geographical area. Thus the Forest and Tree Cover of the Haryana state is 7.16% of its geographical area.

Forestry activities in the state are dispersed over rugged Shiwalik Hills in north, Aravalli hills in south, sand dunes in west and wastelands, saline-alkaline lands and waterlogged sites in the central part of the state.

The Aravallis and the Shiwaliks are its two biodiversity hot spots. The State is endowed with rich biodiversity of bird species. Out of 1250 bird species found in Indian sub continent, approx. 600 species are found in Haryana.

1.2 The Biological Diversity Act, 2002.

The Act was promulgated to meet the objectives of UN-Convention on Biological Diversity (CBD). The Act provides a legal framework for conservation of biological diversity of the country, sustainable use of its components and fair and equitable sharing of the benefits arising out of the use of biological resources. The Biological Diversity Act, 2002 envisages decentralized biodiversity management with Biodiversity Management Committees (BMCs) at local level, State Biodiversity Boards at State Level and National Biodiversity Authority (NBA) at National level.

1.3 The National Biodiversity Authority (NBA)

The National Biodiversity Authority (NBA) was set up in the year 2003 with its headquarters at Chennai. The NBA is a statutory autonomous body which performs advisory function for the Government of India.

1.4 Constitution of Haryana State Biodiversity Board (HSBB)

Haryana State Biodiversity Board (HSBB) was established as per the provisions of Biological Diversity Act, 2002 to protect and preserve the biodiversity in the State. The HSBB was established on 14th November, 2006 through a Gazette notification under the Environment Department. In 2016, the HSBB was transferred to the Forest Department. HSBB has been reconstituted on 12th September, 2019.

HSBB aims to achieve the objectives of the Biological Diversity Act, 2002, i.e Conservation of Biological Diversity, Sustainable utilization of Biological resources and Fair and equitable sharing of the benefits arising out of the utilization of biological resources.

1.5 Functions of HSBB

The functions of HSBB are to:

- (a) advise the State Government, subject to any guidelines issued by the Central Government, on matters relating to the conservation of biodiversity, sustainable use of its components and equitable sharing of the benefits arising out of the utilization of biological resources;
- (b) regulate by granting of approvals or otherwise requests for commercial utilization or bio-survey and bio-utilization of any biological resource by Indians;

- (c) perform such other functions as may be necessary to carry out the provisions of this Act or as may be prescribed by the State Government;

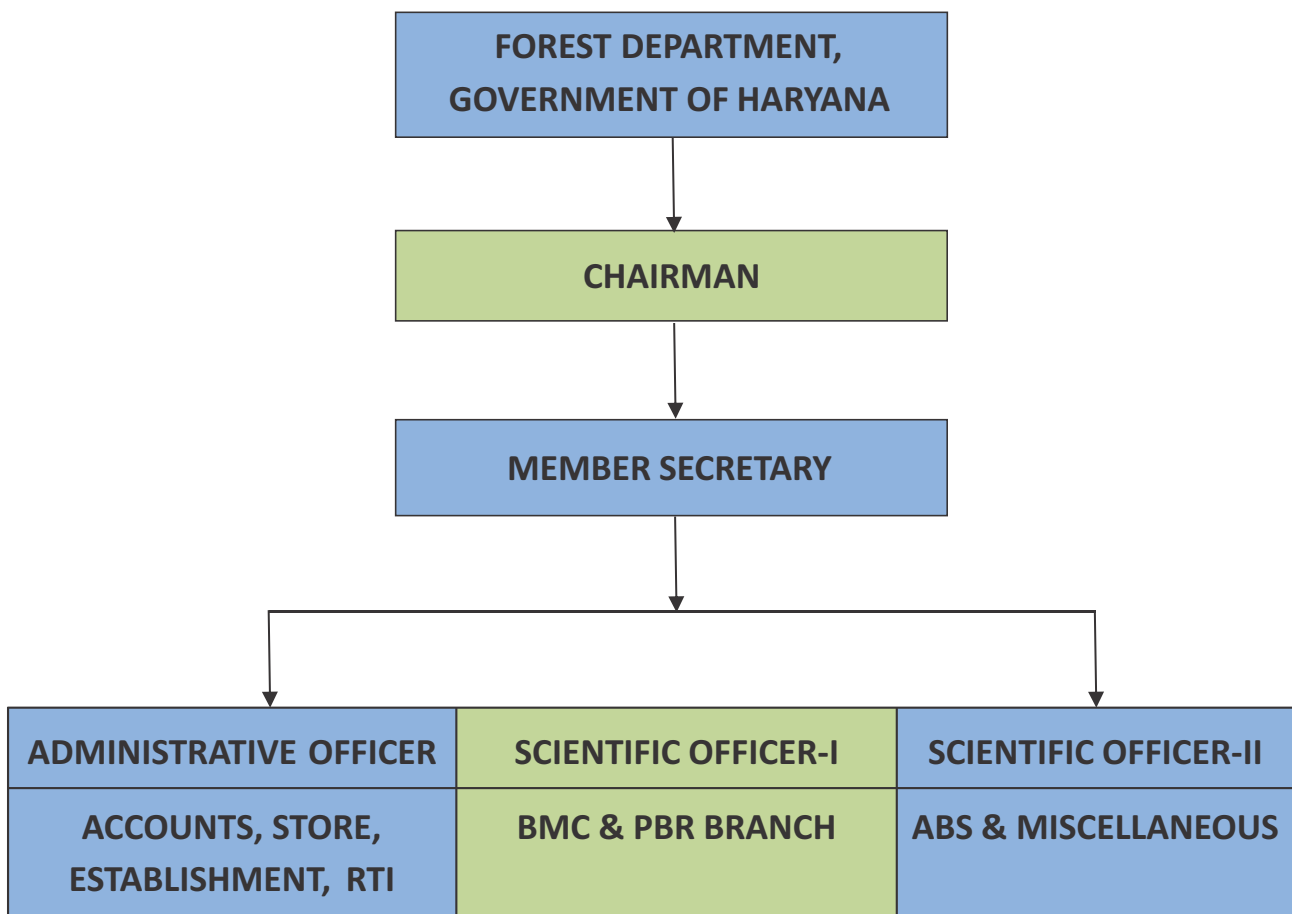
Haryana State Biodiversity Rules are under consideration of the State Government for notification. The functions of HSBB as proposed in these Rules are as below:-

- (d) facilitate updation and implementation of State Biodiversity Strategy and Action Plan;
- (e) commission studies and sponsor investigation and research;
- (f) collect, compile and publish technical and statistical data, manuals, codes and guides relating to conservation of biodiversity, sustainable use of its components and fair and equitable sharing of benefits arising out of the use of biological resources;
- (g) recommend creation of posts and mode of recruitment of such posts to the State Government for effective discharge of the functions by the Board;
- (h) prepare annual budget of the Board incorporating its own receipts as also devolution from the Central and State Government and NBA;
- (i) report to the State Government and the NBA about the functioning of the Board and implementation of the Act;
- (j) recommend, prescribe, modify, and collect fees of biological resources from time to time;
- (k) sanction grant-in-aid and grants to the BMCs for the specific purposes;
- (l) undertake physical inspection of any area within its jurisdiction in connection with the implementation of the Act;
- (m) organize through mass media a comprehensive programme regarding conservation of biodiversity, sustainable use of its components and fair and equitable sharing of benefits arising out of the use of biological resources;
- (n) plan and organize training of personnel engaged or likely to be engaged in programmes for the conservation of biodiversity and sustainable use of its components;
- (o) take steps to build up database and to create information and documentation system for biological resources and associated traditional knowledge through biodiversity registers and electronic data bases, to ensure effective management, promotion and sustainable uses;
- (p) co-ordinate the activities of the Biodiversity Management Committee and
- (q) strive to integrate biodiversity and biodiversity dependent livelihoods into all sectors of planning from local to State, to enable such sectors and administrative levels to contribute effectively for conservation and sustainable use.



2 COMPOSITION OF THE BOARD AND STAFF

2.1 Organization Structure



2.2 Details of Board Members:

The HSBB was reconstituted by the State Government vide Notification dated 12.09.2019:-

Sr. No.	Name & Designation	Post
1.	Mr. G. K. Ahuja, IFS, PCCF (Retd.)	Chairman
2.	Principal Chief Conservator of Forests (HoFF)	Member
3.	Director General, AYUSH Dept.	Member
4.	Director General, Agriculture & Farmers Welfare Dept.	Member
5.	Director General, Animal Husbandry & Dairying Dept.	Member
6.	Director General, Horticulture Dept.	Member
7.	Director, Forest Research Institute, Dehradun or its nominee	Member
8.	Director, Wildlife Institute of India, Dehradun or its nominee	Member
9.	Director, National Bureau for Plant Genetic Resources, New Delhi or its nominee	Member
10.	Director, National Bureau for Animal Genetic Resources, Karnal or its nominee	Member
11.	An IFS Officer of Rank not below APCCF/PCCF	Member Secretary



3. STAFF STRENGTH OF THE BOARD DURING 2018-19

3.1 Permanent staff (on deputation) during the year 2018-19

Sr. No.	Designation	Sanctioned	Working
1.	Chairman Sh. Gulshan Ahuja, IFS (Retd.) w.e.f. 18.06.2018.	1	1
2.	Member Secretary Sh. Jagdish Chander, IFS, w.e.f. 01.10.2018 to 11.03.2019 Sh. V.S. Tanwar, IFS w.e.f. 13.03.2019 to 31.03.2019	1	1

3.2 Proposal for Creation of Posts for HSBB

For smooth functioning of HSBB, a proposal for creation of posts of supporting officers/officials was sent to the State Government vide letter No. MS/HBB/8 dated 20.11.2018:-

Sr. No.	Name of Posts	Number of Posts
1.	Administrative Officer	1
2.	Scientific Officers	2
3.	Scientific Assistants	2
4.	Private Secretary to Chairman	1
5.	Personal Assistant to Member Secretary	1
6.	Assistant	1
7.	Clerk-cum-Computer Operators	2
8.	Peons	3
9.	Drivers	3

Reminders were issued to the Government for sanctioning of the posts during 2019-20. This matter is still under consideration of the Government.

3.3 Temporary / Contractual Staff during the year 2018-19

When State Biodiversity Board was transferred from Environment & Climate Change Department to Forest Department, Haryana, there was no sanctioned post of supporting/ technical staff in the Board. For smooth functioning of the Board, following staff was engaged on contract basis through outsourcing policy of the government:

Sr. No.	Designation	Engaged	Working
1.	Scientific Officer	2	2
2.	Administrative Officer	1	1
3.	Clerk	1	1
4.	Driver	1	1
5.	Peons	2	2

4. Staff Strength of the Board during 2019-20

4.1 Permanent staff (on deputation) during the year 2019 -20

Sr. No.	Designation	Sanctioned	Working
1.	Chairman Sh. Gulshan Ahuja, IFS (Retd.)	1	1
2.	Member Secretary Sh. V.S. Tanwar, IFS w.e.f. 01.04.2019 to 07.06.2019 Sh. Jagdish Chander w.e.f. 07.06.2019 to 19.01.2020	1	1

4.2 Temporary / Contractual Staff during the year 2019-20

The following staff was continued/ engaged on contract through outsourcing policy of the government during 2019-20:

Sr. No.	Designation	Engaged	Working
1.	Scientific Officers	2	2
2.	Administrative Officer	1	1
3.	Clerks	2	2
4.	Drivers	2	2
5.	Peons/ Chowkidar/ Sweeper	4	4

5. BOARD MEETINGS CONDUCTED

5.1 During the year 2018-19, two Board meetings were conducted:

1st Meeting of HSBB was held on 14.12.2018 in HAIC office, Sector 4, Panchkula.

Minutes of the 01st Meeting of Members of the Board of Haryana State Bio-Diversity Board held on Friday, the 14th day of December, 2018 at 04.30 PM under the Chairmanship of Shri Gulshan Ahuja, IFS (Retired), Hon'ble Chairman at Panchkula.

Present:

- | | | |
|----|---|------------------|
| 1. | Shri Gulshan Ahuja, IFS (Retired) | Chairman |
| 2. | Shri Jagdish Chander, IFS | Member Secretary |
| 3. | Shri R. K. Sharma, HFS (Retired) Scientific Officer | Special Invitee |
| 4. | Shri Malkit Singh, HFS (Retired) Scientific Officer | Special Invitee |

Shri Gulshan Ahuja, chaired the meeting, who after ascertaining that the quorum being present, called the meeting to order and started transacting the business.

Item No. 1: Proposal for creation of post for the Haryana Biodiversity Board.

The Board took note of the proposal for creation of post. The Board also desired that the matter may be expedited.

Item No. 2: Approval of the remuneration of contractual persons.

The Board approved the remuneration of following contractual persons for the smooth functioning of the Haryana State Bio-Diversity Board which have been engaged for various activities after conducting interviews by the Selection Committee constituted by the Member Secretary of the Board:

1. Shri Jagdish Parsad Sharma against the post of Administrative Officer at the fixed rate of remuneration of Rs. 35,000/- per month.
2. Shri Malkit Singh, HFS (Retired) against the post of Scientific Officer at the fixed rate of remuneration of Rs. 40,000/- per month.
3. Shri R. K. Sharma, HFS (Retired) against the post of Scientific Officer at the fixed rate of remuneration of Rs. 40,000/- per month.

The DC rates are not existing for these highly technical posts. Therefore, these professionals have been engaged at the fixed rate of remuneration which is less than the minimum of basic pay of the scale plus allowances prescribed for equivalent posts.

Item No.3: Purchase of Vehicles.

The Board approved the purchase of following vehicles for the smooth functioning of the Haryana State Bio-Diversity Board:

- | | | |
|----|----------------------------|------------------------------------|
| 1. | One Corolla Car | For the use of Chairman |
| 2. | One Honda City | For the use of Member Secretary |
| 3. | Two Mahindra Jeep (Bolero) | For the use of Scientific Officers |

The Board authorized the Member Secretary to send the case to the Government for necessary sanction. Till the approval of the Government is received for purchase of the said vehicles, the Board authorized the Member Secretary to hire the above said vehicles by calling tenders.

Item No.4: Creation of Website of the Board.

The Board approved the proposal for creation of Website of the Haryana State Bio-Diversity Board by inviting quotations from the empanelled companies/agencies for software development.

Item No.5: Hiring of Office Building.

The Board took note of the tender for hiring of office building. The Board also desired that the case may be sent to the Government for necessary sanction after finalization of the said tender.

Supplementary Agenda

Item No. 6 Constitution of Bio-Diversity Management Committee (BMC)

The Board approved the process of Constitution of Bio-Diversity Management (BMC) at the Zila Parishad Level, Block Level and Gram Panchayat Level.

There being no other item to be discussed, the meeting ended at 5.00 PM with a vote of thanks to the Chair.


19.12.18
Jagdish Chander, IFS
Member Secretary


Gulshan Ahuja, IFS (Retired)
Chairman

- Expedite action on following:
1. Pursue case with Govt.
 3. Send case to Govt.
 4. Take action expeditiously.
 5. Send case to Govt.


11/1/19

2nd Meeting of HSBB was held in Committee Room of Van Bhawan, Panchkula.

Minutes of the 2nd Meeting of the Haryana State Biodiversity Board, held on 24th January, 2019 at 04.00 PM under the Chairmanship of Shri Gulshan Ahuja, IFS (Retired) Hon'ble Chairman at Panchkula.

Present:-

- | | | |
|----|---|------------------|
| 1. | Shri Gulshan Ahuja, IFS (Retired) | Chairman |
| 2. | Shri Jagdish Chander, IFS | Member Secretary |
| 3. | Shri R.K. Sharma, HFS (Retired) Scientific Officer | Special Invitee |
| 4. | Shri Malkit Singh, HFS (Retired) Scientific Officer | Special Invitee |

Shri Gulshan Ahuja, Chaired the meeting, who after ascertaining that the quorum being present, called the meeting to order and started transacting the business.

Item No. 1: To confirm the minutes of the 1st meeting of the Board.

The Board confirmed the minutes of the 1st meeting of the Board held on 14th December, 2018.

Item No. 2: Purchase of Computer.

The Board was apprised that a computer with accessories is urgently required for the functioning of the Board. It was discussed in the Board that the computer can be purchased either placing the purchase order on Gem Portal or purchased through HARTRON. As the Member Secretary of the Board is not yet registered on the Gem Portal, hence keeping in view of the urgency, it was decided in the meeting that computer with accessories be purchased from HARTRON. The cost limit will not exceed as permitted by the Government.

Item No. 3: Powers of the Member Secretary.

It was decided in the meeting that the Member Secretary being equivalent to the post of PCCF in the Forest Department shall exercise the same Administrative and Financial Powers as exercised by the Principal Chief Conservator of Forests in the Forest Department.

Item No. 4: Appointment of Drawing and Disbursing Officer.

It was discussed that in the absence of a regular Gazetted Officer in the Board, Shri R.K. Sharma, HFS, who retired as a Gazetted Officer in the Forest Department and has been appointed by the Board on contract basis

may be appointed as DDO in the board till the Board gets a regular Gazetted Officer. It was also decided that demand may be sent to the Government to appoint a regular in service HFS Officer in the Board to function as DDO and for other administrative works. It was also apprised in the meeting that a case for creation of posts is already pending with the Government, wherein it has already been proposed for creation of posts of two HFS Officer for the Board.

In addition, it was also decided that following additional posts may be got created for smooth functioning of the Board and revised proposal may be sent accordingly in addition to the proposal sent earlier:-

1.	Systematist (Zoology)	1
2.	Systematist (Botany)	1
3.	Data Entry Operator	1
4.	Driver	1
5.	Chowkidar	1

There being no other item for discussion, the meeting ended with a vote of thanks to the chair.



**Jagdish Chander, IFS
Member Secretary**



**Gulshan Ahuja, IFS (Retired)
Chairman**

5.2 During the year 2019-20, three Board Meetings were conducted:

3rd Meeting of HSBB was held on 23.04.2019 in the Committee Room of Van Bhawan, Panchkula.

MINUTES of the 3rd Meeting of the Haryana State Biodiversity Board, held on 23.04.2019 at 11.00 AM under the chairmanship of Shri Gulshan Ahuja, IFS (Retired) Hon'ble Chairman, HSBB at Panchkula.

Present:-

- | | |
|--|------------------|
| 1. Shri Gulshan Ahuja, IFS (Retired) | Chairman |
| 2. Shri V.S. Tanwar, IFS | Member Secretary |
| 3. Shri R.K. Sharma, HFS (Retired) Scientific Officer | Special Invitee |
| 4. Shri Malkit Singh, HFS (Retired) Scientific Officer | Special Invitee |

Item No. 1: To confirm the minutes of the 2nd meeting of the Board.

The Board confirmed the minutes of 2nd Meeting of the Haryana State Biodiversity Board, Panchkula held on 24-01-2019.

The Board also took note of the follow up action on the decisions taken in the last meeting of the Board held on 24-01-2019:-

Agenda No.	Subject	Action taken report
1	Purchase of Computer	The Board was apprised that an amount of Rs.2,05,776/- was deposited with the O/o HARTRON for the purchase of computer and accessories as mentioned in the Agenda placed before the Board. The Board was also apprised that an amount of Rs.13,198/- is still lying after purchase of items as mentioned in the Agenda item. Therefore, the Board decided that some material of the balance amount be purchased from HARTRON. After discussions the Board also decided that at least five nos. more computers with printers are required for Board. These computers be purchased through HARTRON if the rates of the HARTRON are cheaper than that of the Gem, otherwise purchases be made through Gem.
2	Powers of the Member Secretary	No action is required.
3	Appointment of DDO	The board was apprised that as per the recommendations of the Board, Sh. R.K. Sharma, HFS (Retd.), Scientific Officer has already been delegated the powers of the DDO, HSBB. He has also been authorised to operate the Bank Account on the behalf of Member Secretary. With regards to proposal for the creation of additional posts, it was decided that the posts of Botanist and Zoologist are not yet required.

		As the Technical support groups will do the job for the preparation of PBRs and as such Botanists and Zoologists will be arranged by the Technical support group themselves as per their requirement. The case for creation of posts already sent shall be pursued actively at Govt. level.
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Item No. 2: Hiring of Building.

The Board apprised that a case for hiring of office building for the office of Haryana State Biodiversity Board was sent to the government vide letter No. HBB/71 dated 03-01-2019. The Administrative approval, for hiring of office building at SCO-206, Sector 14, 2nd Floor with area of about 3390 Sq. ft. @ 26/- per ft., has been accorded vide Govt. Letter No. 56 ft-1-2019/5292 dated 12-04-2019. The Board took note of the action in this regard and also decided that an agreement of hiring the building with the owner be executed w.e.f. 01.05.2019.

Item No.3: Construction of cabins in SCO No. 206, Sector 14, 2nd Floor for the use of Office of HSBB.

The Board was apprised that the Chief Architect, Haryana Police Housing Corporation, Panchkula vide his letter No. CA/HPHC/19/331- dated 25.02.2019 has submitted a conceptual layout plan of the office of Haryana State Biodiversity Board SCO-206, Sector 14, 2nd Floor. The Board discussed the matter in detail and was of the view that no tender can be floated due to Modal Code of Conduct. But in the meantime HSBB may ask the Police Housing Corporation for submitting rough cost estimate for the work to be done with regard to cabins. Simultaneously, the HSBB may also explore the possibilities for construction of cabins at the cheapest rates from the open market.

Item No.4: Approval of TOR for creation of website.

The Board was apprised that the rates offered by M/s Outline Systems India Pvt. Ltd. is the lowest for the creation of the website of HSBB. The matter for the creation of the website was discussed in detail and the board gave its approval to the TOR. It was also decided that the TOR may be got approved from the Govt. and after the expiry of the modal code of conduct the work order will be placed to M/s Outline Systems India Pvt. Ltd., Chandigarh.

Item No.5: Preparation of Haryana State Biodiversity Strategy & Action Plan.

The Board after discussion approved the proposal as placed in the Agenda.

The Board also decided that the mode of payment will be 20%, 30%, 30% and 20% as first, second, third and fourth installment, respectively.

Item No.6: Engagement of Part time Chartered Accountant.

The Board after discussion decided that there is no need to engage part time CA. The Board further, decided that the work related to GST, TDS, preparation of balance sheet of the Board etc be got done from the open market at the cheapest rate as and when required.

Item No.7: Celebration of International Day for Biological Diversity on 22nd May, 2019.

The Board decided and approved the proposal as placed before the Board.

Item No.8: Purchase of furniture.

The Board discussed that matter at length and decided that furniture as per requirement for the office of HSBB be purchased from the Haryana Forest Development Corporation which is an approved source for the supply of furniture.

Item No.9: Accounts of the Haryana State Biodiversity Board for the financial year 2018-19.

The Board took note of the accounts of the Board.

The Board was also apprised that an amount of Rs. 6,92,00,000/- has also been allocated by the State Government in the budget of Forest Department for the year 2019-20 under the scheme "Establishment of Biodiversity and Ecological Regeneration". It was also decided that the Member Secretary of the HSBB may be got declared as DDO from the Principal Accountant General.

Any other item with the permission of the Chair:-

1. Peer to Peer learning: Exchange visit with experts

The Member Secretary apprised the board that an amount of Rs. 2.00 lakh stand sanctioned vide NBA memo No. NBA/9/33/2005/Tech/2514 dated 10.10.2018 for the purpose of peer to peer learning: Exchange visits and interaction with Experts/ Conservers/ Institutions/ Industry/ Exporters/ Importers of Bioresources for Haryana State Biodiversity Board. The Member Secretary proposed that the Board Members including Scientific Officers may visit to Kerala, Karnataka and Tamilnadu for the purpose of Peer to Peer Learning. The Member Secretary also apprised the board that the places proposed to be visited are far away, therefore, the journeys will be performed by all the members/ officers by air. The Board after discussion on the matter approved the proposal as placed before the Board.

There being no other item for discussion, the meeting ended with a vote of thanks to the chair.


V.S. Tanwar, IFS
Member Secretary


Gulshan Ahuja, IFS (Retired)
Chairman

4th Meeting of HSBB was held on 02.08.2019 in the Committee Room of Van Bhawan, Panchkula.

Minutes of the 4th meeting of the Haryana State Biodiversity Board held on 02.08.2019 at 3:00 P.M under the Chairmanship of Shri Gulshan Ahuja, IFS (Retd.), Chairman at Van Bhawan, Sector-6, Panchkula.

Present

- | | |
|--------------------------------------|--------------------|
| 1. Shri Gulshan Ahuja, IFS (Retired) | Chairman |
| 2. Shri Jagdish Chander, IFS | Member Secretary |
| 3. Shri R.K. Sharma, HFS (Retired) | Scientific Officer |
| 4. Shri Malkit Singh, HFS (Retired) | Scientific Officer |

Item No. 1: To take note of the follow up action on the decisions taken in the 3rd meeting of the Board held on 23.04.2019.

The Board took note of the follow up action on the decisions taken in the 3rd meeting of the Board held on 23.04.2019.

Item No. 2: Purchase of computers and laptops.

The Board approved the purchase of four computers with printer and UPS and one Laptop through GeM as per agenda placed before the Board.

Item No.3: Allocation of areas for PBRs and BMCs training.

The Board approved the proposal for allocation of areas for PBRs and BMCs training as per agenda placed before the Board (Annexure-I attached).

Item No.4: Installation of office Telephones with Broadband and Wi-Fi services.

The Board approved the proposal for installation of two Nos. of land line telephone with Broadband and Wi-Fi services for the office of HSBB as per agenda placed before the Board.



Item No.5: Purchase of Air Conditioners /Fans.

The Board approved the proposal as placed before the Board for purchase of ACs (2 tons -2 nos, 1.5 tons – 3 nos, 1 tons – 2 nos) and Fans for the office of HSBB as per requirement.

Item No.6:Engagement of Office Staff.

The Board was apprised as per agenda that there is dire need of staff to cope up with the work hence, the Board approved the proposal for engagement of following staff as per agenda placed before the Board and the Board was of the view that sweeper should be kept full time:-

- | | |
|--|-----|
| 1. Private Secretary
(one for Chairman & one for
Member Secretary) | Two |
| 2. Clerk-cum-Computer Operator
(having knowledge of Tally Software) | One |
| 3. Chowkidar | One |
| 4. Sweeper (Full Time) | One |

Item No.7: Adoption of Service Rules.

The Board decided that the post of Scientific officer will be in the rank of HFS-II and that of ADO equal to the rank of Superintendent and other staff at par with the staff of the Forest Department. The Board decided to adopt same Service Rules as are applicable for similar posts in the Forest Dept. for all such posts for which proposal has been sent to Government for creation of posts.

Item No.8: Purchase of Invertor with batteries.

The Board approved the purchase of Invertor with batteries for power back up as per proposal placed before the Board.



Item No.9: Haryana Biological Diversity Rules.

The Board was apprised that the Haryana Biological Diversity Rules ²⁰¹⁹ for HSBB have been framed and are to be sent to Government for approval. The Board after discussion approved the Haryana Biological Diversity Rules ²⁰¹⁹ and also accorded approval for sending the same to the Government for its approval and notification in the official Gazette (Annexure-II attached).

Item No.10: Purchase of one RO System and one Refrigerator/Fridge.

The Board approved the proposal for the purchase of RO system, one water dispenser and one refrigerator after following the due procedure.

Any other item.

Item No. 1:- Approval of the Project proposal of Dr. V.K. Varshney, FRI, Dehradun.

The Board approved to send to NBA the project entitled “Technology interventions for upgrading the value chain of the NTFPs occurring in and around forests of Haryana State” by Dr. V.K. Varshney, Scientist-G, Forest Research Institute, Dehradun as it will help communities to promote ABS mechanism.



Member Secretary



Chairman

5th Meeting of HSBB was held on 27.01.2020 in the Committee Room of the Board.

Minutes of the 5th meeting of the Haryana State Biodiversity Board held on 27.01.2020 at 12:00 Noon under the Chairmanship of Shri Gulshan Ahuja, IFS (Retd.), Chairman at Panchkula.

Following officers participating in the meeting:-

- | | |
|---|------------------|
| 1. Shri Rakesh Poria, AS PO
Representative of Director
Agriculture, Haryana | Member |
| 2. Dr. Kalpana Singh
Joint Director
Representative of Director
Animal Husbandry, Haryana | Member |
| 3. Dr. P.K. Singh
Principal Scientist
NBAGR RS, Shimla | Member |
| 4. Dr. Mohan Singh
Principal Secretary
NBPGR RS Shimla | Member |
| 5. Dr. Anup Chandra,
Forest Research Institute,
Dehradun | Member |
| 6. Sh. G.S. Shukla, IFS,
CCF-I, Representative of PCCF (HoFF) | |
| 7. Sh. Gurmeet Singh, Scientific Officer,
Haryana State Biodiversity Board | Special Invitee |
| 8. Sh. Malkit Singh, HFS (Retired)
Haryana State Biodiversity Board | Special Invitee |
| 9. Sh. V.S. Tanwar, IFS
PCCF-cum-Member Secretary | Member Secretary |

The other Board members who abstained without intimation include:-

1. Director General, AYUSH
Near Youth Hostels, Sector-3, Panchkula
2. Director General, Horticulture
Sericulture Complex, Sector-21, Panchkula
3. Director, Wildlife Institute of India
Chandrabani, Dehradun

Item No. 1: To take note of the follow up action on the decisions taken in the meetings held before the constitution of the Board.

The Board took note of the follow up action on the decisions taken in the earlier meetings held on 14.12.2018, 24.01.2019, 23.04.2019 and 02.08.2019 and approved the same.

Item No. 2: Fabrication of Rooms/Cabins/Committee Room etc. in the office of the Board.

The Board members were apprised that the Board hired the current building at SCO NO. 206, 2nd Floor, Sector 14, Panchkula after obtaining due approval from the Government @ Rs. 26/- per sq. ft., Since the hired accommodation consisted of only a hall of 3300 sq. ft., it was made into office as per requirement by getting fabrication of rooms/cabins/committee room etc. For this an open tender was called and the lowest tender was selected for the work. After getting the work completed, it was got checked /inspected from the PWD Department and the Head Draftsman of the Forest Department. The total amount spent for the renovation work is Rs. 15.46 lacs.

The Board after discussion approved the proposal/action placed before the Board.


Item No.3: Preparation of PBRs of village level.

The Board was apprised that Rule 22 (6) of the Biological Diversity Rules, 2004 states that the main function of the Biodiversity Management Committees (BMCs) at every local body level is to prepare People's Biodiversity Registers in consultation with local people and the Biodiversity Boards will provide all technical help by appointment of Technical Support Groups (TSGs). The payment to TSGs for preparation of PBRs will be made by routing funds through BMC accounts.

The matter was discussed in details and it emerged during the discussion that since the payment to be made to TSGs for preparation of PBRs as per NBA norms was Rs. 1,15,000/- while Haryana State Biodiversity Board has made provision of Rs. 25,000/- for each PBR which may vary in some cases for bigger villages. It was also discussed that since the BMCs have been hurriedly made due to time limit set by the NGT, these committees will require training & skill development for conservation and propagation of Biodiversity and its sustainable use. They also need to be trained in ABS mechanism for which additional funds may be required which shall also be incorporated.

The Board agreed to this proposal.

Item No. 4:- Purchase of LED T.V.

 The Board was apprised that a 65" T.V. has been installed in the Committee Room of the Board for meetings, Power Point Presentations, training of BMCs and exhibition of documentaries on biodiversity conservation for the education and awareness of school children and BMCs. The T.V has been purchased from GeM Portal.

The Board approved the purchase of the T.V.

Item No. 5:- Extension of the appointment of Scientific Officer and Administrative Officer.

The Board discussed this agenda item regarding extension of tenure of Scientific Officers and Administrative Officer on emoluments being given by NBA.

The Board approved the proposal.

Item No. 6:- Administrative and Financial Powers of Chairman and Member Secretary.

The Board was apprised that for smooth functioning of the Board, certain administrative and financial Powers are to be given to Chairman, Member Secretary and Accounts Officer/Scientific Officer of the Board. The administrative and financial powers to be delegated to the Chairman, Member Secretary and Accounts Officer/Scientific Officer have been proposed in **Annexure-I**. After studying the details of such powers existing in the Pollution Control Board and the Forest Department where Chairman and officers equivalent to Member Secretary and Scientific Officers are exercising administrative and financial powers.

The Board approved the proposal.

Item No. 7:- Appointment of District Coordinators.

The Board was apprised that to fulfill the objectives of Biological Diversity Act, 2002 viz Conservation of Biodiversity, Sustainable use of Biological resources & Fair and equitable sharing of the benefits arising out of the utilization of genetic resources, some field staff is required to be hired on contractual basis to work as District coordinators. These persons will be responsible for keeping liaison between the Board and BMCs at Village, Block and District Level. They will help in organizing training of BMCs for their education awareness and skill development. They will also help the Board in identification of heritage sites and also guiding the BMCs in ABS mechanism.

One district coordinator is to be appointed in each district at emoluments fixed by Government in the contractual Policy for Technical/Skilled persons having experience in biodiversity matters.

The Board approved the proposal.

The meeting ended with vote of thanks to the chair.


Member Secretary


Chairman



6. ESTABLISHMENT OF HARYANA STATE BIODIVERSITY BOARD OFFICE:

- (a) The HSBB did not have its own office. Office work of the Board was transacted from two rooms got made available in the PCCF (HoFF) office at C-18, Van Bhawan, Panchkula during the year 2018-19. This office space was not sufficient for smooth functioning of the Board.
- (b) A private building was hired during the year 2019-20 at a rent of Rs. 88,140 per month + taxes and Board office was established at SCO No. 206, 2nd Floor, Sector 14, Panchkula in September, 2019. Rooms for Officers and Cabins for officials were got fabricated. One Committee Room for meetings and one Museum on Biodiversity Conservation was also established.



7. MAJOR ACHIEVEMENTS

7.1 Celebration of International Day for Biological Diversity -2019

State Level International Day for Biological Diversity-2019 was celebrated with great enthusiasm on 22nd May, 2019 at Nature Camp, Thapli in district Panchkula. The function was presided over by Sh. Gulshan Kumar Ahuja, IFS (Retd.), Chairman, Haryana State Biodiversity Board. Sh. Dhanpat Singh, IAS, ACS to Govt. of Haryana was the Chief Guest on the occasion.

Prior to this day, a photography competition was held, wherein three categories of contestants participated. They were professional photographers, Nature Lovers and Students. Each category was adjudged for three prizes.

A two day painting camp was held at the venue, wherein 15 professional Painters exhibited their feelings and emotions on canvas. They came up with beautiful paintings on Biodiversity conservation, Agro biodiversity, Marine biodiversity and also on the theme of that year's International Day for Biological Diversity.

During the function, school students presented Nukad Natak and a Skit on the importance of Biodiversity Conservation.

The other participants included members of Biodiversity Managements Committees from the adjoining areas besides local people, Forest and Wildlife department Officials and media persons. The BMC members were specially addressed and educated on the issues of Biodiversity conservation, Sustainable use of Biodiversity and ABS mechanism. Chairman, Member Secretary and some Officers of Forest Department addressed the gathering and explained about the importance of Biodiversity conservation and sustainable use of biological resources. The function was attended by 500-600 people from various walks of life.

The contestants of photography competition, painters and school students who presented the Nukad Natak/play were honoured with certificates and mementos in the form of succulent plants potted in beautiful ceramic pots painted with logo of International Day for Biological Diversity, NBA and State Biodiversity Board along with photographs of State Bird, State animal and State tree. The event was covered by local newspapers.

PHOTOGRAPHS OF IDB- 2019 CELEBRATION





गोरैया पक्षियों की कम होती संख्या चिंता का विषय: धनपत सिंह

प्राकृतिक संतुलन के लिए जीव जंतुओं का संरक्षण बहुत जरूरी, छात्रों को भारतीय संस्कृति में जीव-जंतुओं का महत्व बताया

अमर उजाला ब्लूरो

पंचकुला। राज्य जैव विविधकरण बोर्ड द्वारा बुधवार को वन एवं वन्य प्राणी संरक्षण विभाग के सहयोग से मोरनी के समीप धांपली में राज्य स्तरीय सम्मेलन आयोजित किया गया।

सम्मेलन में परिसहन विभाग के अतिरिक्त मुख्य सचिव धनपत सिंह ने प्राकृतिक संतुलन के लिए पेड़-पौधों सहित जीव जंतुओं के संरक्षण को जरूरी बताया। उन्होंने सम्मेलन में उपस्थित प्रतिभागियों और छात्रों को जीव-जंतुओं और पेड़-पौधों की प्रजनन जीवन में महत्व को बताया। उन्होंने लखनऊ गोरैया पक्षियों की कम होती संख्या पर चिंता भी जताई। धनपत सिंह ने कहा कि जीव

जंतुओं को जटायु संरक्षण की तर्ज पर संरक्षित करने की आवश्यकता है।

गुलशन कुमार अहुजा ने बताया कि वर्ष 2000 से प्रति वर्ष 22 मई को अंतर्राष्ट्रीय स्तर पर जैव विविधता दिवस मनाया जाता है। इसके लिए राष्ट्रीय स्तर पर नेशनल जैव विविधता अधिपति और हरियाणा में राज्य जैव विविधता बोर्ड गठित किया गया है। इसका उद्देश्य जीव जंतुओं, कीट पतंगों और मछलियों व अन्य समुद्री जीवों की घटती संख्या के प्रति लोगों को जागरूक करना है।

मुख्य वन संरक्षक वीरस तंवर ने बच्चों को प्रकृति और जीवों के संरक्षण में सहयोग करने का संकल्प लेने को कहा। अतिरिक्त प्रधान मुख्य वन संरक्षक विवेक कुमार ने

जैव विविधता के विभिन्न पहलुओं और पर्यावरण परिवर्तन की चुनौतियों पर चर्चा की। सम्मेलन में दिल्ली व चंडीगढ़ के निजकारी ने विश्वकृत के माध्यम से जैव विविधता पहलुओं का प्रभावी विवरण किया। बच्चों ने लघु नाटिका से ही महत्व की जानकारी: स्कूली बच्चों ने लघु नाटिका व सांस्कृतिक कार्यक्रमों के माध्यम से जैव विविधता के महत्व की जानकारी दी। इस अवसर पर प्रतिभागी विजकारों और विद्यार्थियों को सम्मानित किया गया। सम्मेलन में गुलशन कुमार अहुजा के अतिरिक्त प्रधान मुख्य वन संरक्षक वीरस तंवर, हरियाणा एग्री इंटरस्ट्री के प्रधान मुख्य वन संरक्षक जगदीश चंद समेत अन्य अधिकारी उपस्थित रहे।



अतिरिक्त मुख्य सचिव को स्मृति चिह्न भेंट करते हुए वन विभाग के अधिकारी। - 2019-2020

7.2 Awareness & Training Programme during the year 2018-19

The people, particularly, Gram Panchayats and Block Samitis, were made aware of the objectives/ purpose of the Board and the benefits that will accrue to the society in general and local bodies in particular. Series of Workshops, Sammelans, Video Conferences and Meetings of Sarpanches/ BDPOs and DDPOs were conducted during the period, wherein, they were educated and were acquainted with the benefits that will flow to people through activities of the Board. Meetings were also held at the level of Director, Panchayats.



Video Conference by Chairman, HSBB with District level Officers



Awareness Generation Sammelan for BMCs

7.3 Awareness & Training Programme during the year 2019-20

Series of Awareness and Training Programmes for the Biodiversity Management Committees (BMCs) were started during the year 2019-20 with the help of Technical Support Groups (TSGs). MoUs were signed with the TSGs for Awareness Generation and Training about the functions, duties, Access & Benefit Sharing, Conservation of Biodiversity etc. to BMCs. The TSGs had conducted 126 Block Level BMCs trainings/ workshops till the end of 2019-20.

7.4 Constitution of Biodiversity Management Committees (BMCs) during the year 2018-19

As per provisions of Section 41(1) of Biological Diversity Act, 2002 and Rule 22 of the Biological Diversity Rules, 2004 – every local body shall constitute a Biodiversity Management Committee (BMC) within its area of jurisdiction for the purpose of promoting, conservation, sustainable use and documentation of biological diversity including preservation of habitats, conservation of land races, folk varieties and cultivars, domesticated stock and breeds of animals and micro-organisms and chronicling of knowledge relating to biological diversity.

To initiate the process of constitution of BMCs, a proposal vide U.O.No.32 dated 7.12.2018 was sent to Principal Secretary to Govt. Haryana, Development & Panchayat Department with a request to issue necessary directions to Director, Development & Panchayats Department/ DDPOs and BDPOs to assist officials of State Biodiversity Board and members of civil society organizations in constitution of BMCs in all Gram Panchayats/ Zila Parishads/ Municipal Committees/ Blocks in view of National Green Tribunal (NGT) directions. As per guidelines of NBA, each BMC consists of seven members which include one Chairman, 2 Women Members, 1 SC/ST Member, 2 Members (any category) and 1 Secretary (nominated).

The people, particularly Gram Panchayats and Block Samitis were made aware of the objectives/ purpose of the Board and the benefits that will accrue to the society in general and local bodies in particular. Series of Workshops, Sammelans, Video Conferences and meetings of Sarpanches/ BDPOs and DDPOs were conducted during first six months, wherein, they were educated and were acquainted with the benefits that will flow to people through activities of the Board. Meetings were also held at the level of Director (Panchayats) and DDPOs.

Principal Secretary to Govt. Haryana, Development & Panchayat Department vide Memo No. HSSBM-SPM-2019/ 1726-909 dated 09.01.2019 issued necessary directions to all Deputy Commissioners/ DDPOs/ BDPOs for constitution of BMCs of all Gram Panchayats / Zila Parishads/ Municipal Committees/Blocks by 20.01.2019.

After making the above functionaries aware of the provisions of the Biological Diversity Act 2002, the process of constitution of the BMCs was started at Gram Panchayat level and Block Samiti level. 4656 BMCs were constituted during the year 2018-19 against a target of 2200 BMCs.

The district-wise position of BMCs constituted during the year 2018-19 is as under:

Sr. No	Name of District	No. of BMCs constituted at Gram Panchayat/Block Samiti/ Zila Parishad level
1	Ambala	406
2	Bhiwani	295
3	CharkhiDadri	174
4	Faridabad	116
5	Fatehabad	209
6	Gurugram	139
7	Hisar	264
8	Jhajjar	248
9	Jind	285
10	Kurukshetra	387
11	Kaithal	175
12	Karnal	383
13	Mahendergarh	-
14	Nuh	278
15	Panchkula	129
16	Palwal	194
17	Panipat	-
18	Rohtak	143
19	Rewari	265
20	Sonipat	301
21	Sirsa	265
22	Yamuna Nagar	-
Total		4656

7.5 Constitution of Biodiversity Management Committees during the year 2019-20.

A total of 6435 BMCs had been constituted by 31st March, 2020 in the State.

The details of the BMCs constituted at various local bodies level are as below:-

Local Body	No. of BMCs to be constituted	No. of BMCs constituted
Zila Parishad Level	22	21
Municipal Committee/Corporation Level	85	85
Block Level	126	125
Gram Panchayat Level	6204	6204
Total	6437	6435

Thus HSBB had constituted 6435 BMCs by the end of 2019-20. One BMC namely Lakhan Majra Block in Rohtak district could not be constituted due to court case. BMC of Charkhi Dadri district could also not be constituted as Charkhi Dadri district is part of Bhiwani Zila Parishad.

7.6 Preparation of People’s Biodiversity Registers (PBRs)

As per provisions of Rule 22 (6) of Biological Diversity Rules, 2004, the main function of the BMC is to prepare People’s Biodiversity Register (PBR) in consultation with local people. The register shall contain comprehensive information on availability and knowledge of local biological resources, their medicinal or any other use or any other traditional knowledge associated with them. This register has to have entire information about plants, animals, birds, fish, agricultural crops, weeds etc. existing in the jurisdiction of the local body.

As the PBR is a comprehensive legal document, the BMCs are required to be technically equipped to prepare the PBR. To help the BMCs in preparation of the PBR, the State Biodiversity Board is supposed to engage Technical Organizations/Institutions for the purpose.

The process of preparation of People’s Biodiversity Registers (PBRs) at various local bodies level was started by HSBB by floating a tender in the leading newspapers on 29.05.2019. Following Organizations/ Institutions were shortlisted as Technical Support Groups (TSGs) namely:-

Sr. No.	Name of TSG
1.	Datamation Research Services Consulting Pvt. Ltd., No. 503, UdyogVihar, Phase V, Gurgaon-122016
2.	Everain Global Services Pvt. Ltd., 401, 4 th Floor, Statesman House, 148, Barakhamba Road, New Delhi
3.	Maaty Biodiversity Conservation & Societal Research Organization, Dehradun- 248171
4.	NH Consulting Pvt. Ltd, 5E, 1 st Floor, Dada Jungi House, Shahpur Jat, New Delhi-110049
5.	University of Trans-Disciplinary Health Sciences & Technology, Bengaluru (Karnataka)
6.	Wildlife Institute of India, Dehradun
7.	Himalayan Institute of Sustainable Environment & Research (HISER), Dehradun
8.	Skills Art and Beyond Social Welfare Society, Bhopal, Madhya Pradesh-4222115

The MoUs between HSBB and above organizations were signed in August/September, 2019. The TSGs were assigned to prepare PBRs of 126 Blocks and impart trainings to the BMCs in first phase.

The details of allotted districts/blocks are as below:-

Sr. No.	Name of TSG	Allotted districts	Number of Blocks
1.	Himalayan Institute of Sustainable Environment & Research (HISER)	Panchkula	4
2.	Everain Global Services Pvt. Ltd	Gurugram	4
		Faridabad	2
3.	NH Consulting Pvt. Ltd.	Rewari	5
		Jhajjar	5
		Sonipat	8
		Mahendergarh	8
		Panipat	6
		Charkhi-Dadri	3
		Hisar	9
4.	Wildlife Institute of India	Yamunanagar	6
		Kurukshetra	6
		Jind	7
5.	Maaty Biodiversity Conservation Research Organization.	Ambala	6
		Karnal	6
		Sirsa	7
		Farehabad	6
6.	Skills Art & Beyond Social Welfare Society	Rohtak	5
		Bhiwani	7
7.	Datamation Research Services Consulting Pvt. Ltd.	Palwal	5
		Kaithal	6
		Nuh	5
Total			126

The TSGs had submitted 126 Block Level first and second drafts of PBRs to HSBB till 31st March, 2020.

7.7 Selection of Biodiversity Heritage Sites (BHS)

Section 37 of the Biological Diversity Act, 2002 provides for declaration of areas of biodiversity importance as Biodiversity Heritage Sites. Generally, such areas are those which have historical and cultural significance associated with preservation of sacred groves of trees or have rare species of plants and animals on the verge of extinction and conservation of which is important to preserve the genetic and species diversity.

The Technical Support Groups (TSGs) had been asked to identify some Biodiversity Heritage Sites (BHS) in the State, but no such site could be got declared as BHS in the State till the end of 2019-20.

7.8 Access Benefit Sharing

HSBB had engaged Technical Support Groups (TSGs) during the year 2019-20 for Awareness Generation and Training to BMCs on conservation of biodiversity and Access Benefit Sharing. No funds under Access Benefit Sharing were received by the Board from NBA during the year.

7.9 Peer to Peer Learning/ Exchange Visit.

A four member delegation of senior Officers of HSBB visited Trivendrum, Chennai and Bangaluru from 29.04.2019 to 02.05.2019 under Peer to Peer Learning/ Exchange visit programme to have interaction with Experts/ Institutions of bio-resources. The delegation studied the ground situation regarding conservation of biodiversity, functioning of BMCs, preparation of PBRs and documentation and Access & Benefit Sharing being implemented by the States of Tamilnadu, Kerala and Karnataka.



8. CONSTITUTION OF EXPERT COMMITTEE OF LINE DEPARTMENTS.

A proposal vide U.O. No.247 dated 8.07.2019 was sent to State Government to issue necessary directions to all Deputy Commissioners to constitute District Level Expert Committee of line departments under the Chairmanship of Deputy Commissioner as per provision in Section 13 (2) and 25 of the Biological Diversity Act, 2002.

All the District Level Expert Committees (DLECs) had been constituted during the year 2019-20. Some DLECs had conducted meetings with TSGs to review the progress of trainings imparted to BMCs and status of PBRs preparation.

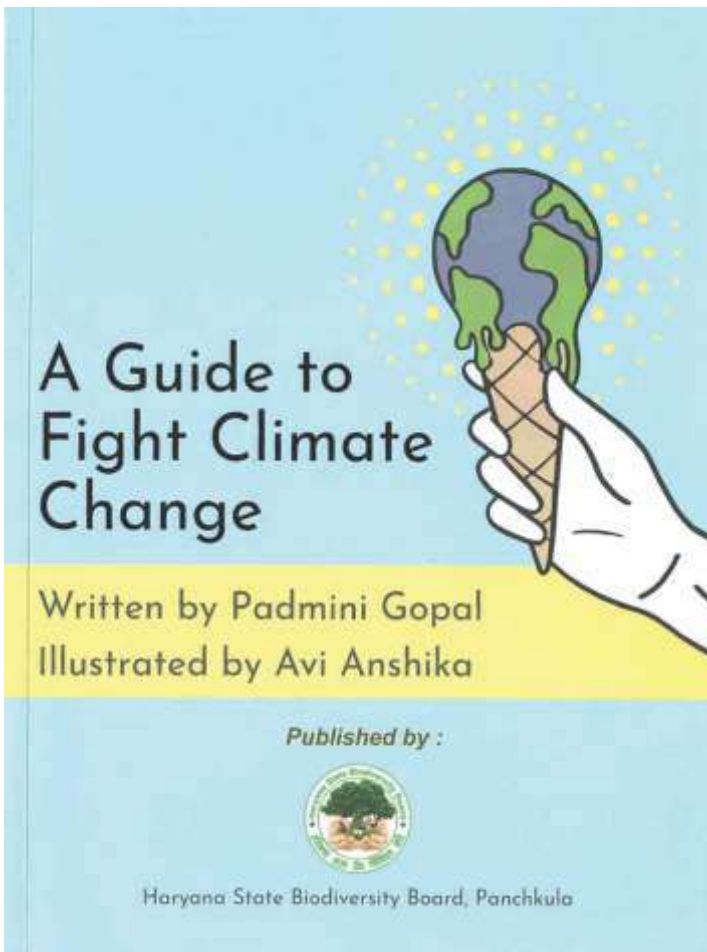
9. POSTERS/ BROCHURES/ BOOKLETS PREPARED

9.1 “Guidelines for constitution of Biodiversity Management Committees” Booklet

A Booklet titled “Guidelines for constitution of Biodiversity Management Committees” was prepared and got printed in Hindi in which Constitution of Biodiversity Management Committees (BMCs), their functions, duties, Conservation of Biodiversity, Importance of PBRs, Meetings, Members of BMCs are described in detail. This booklet is very useful for BMCs to make them understand the importance of biodiversity. 1000 copies were got printed for distribution among the BMCs during the year 2019-20.



9.2 “A Guide to Fight Climate Change” Booklet



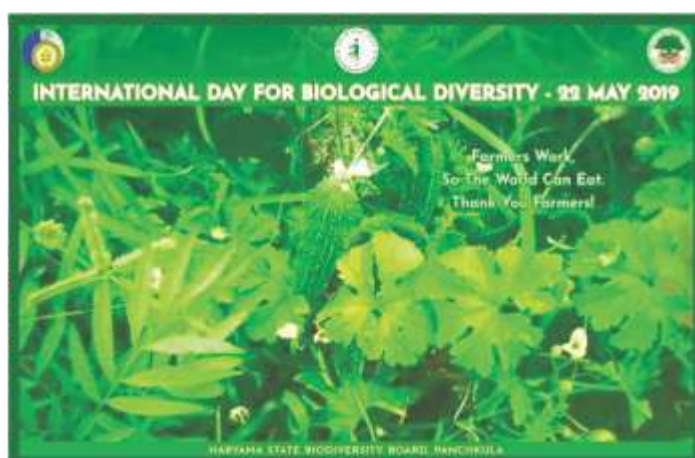
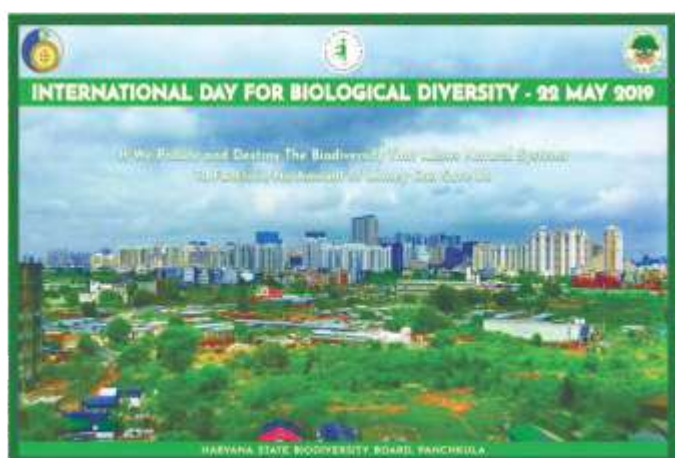
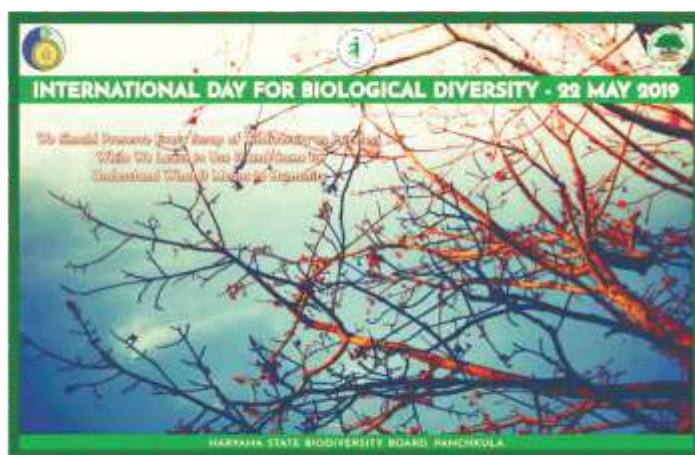
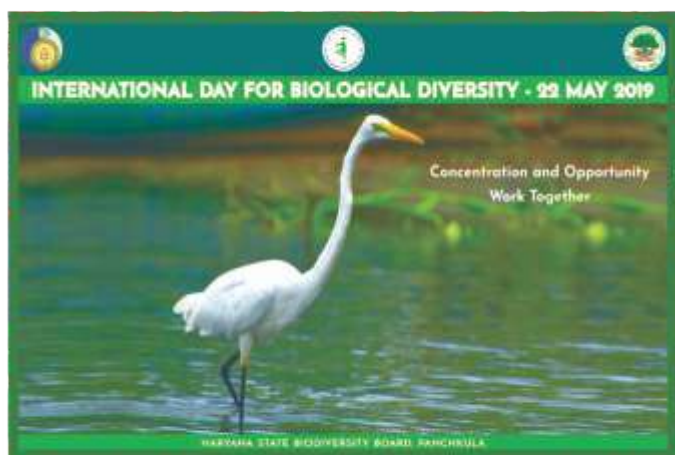
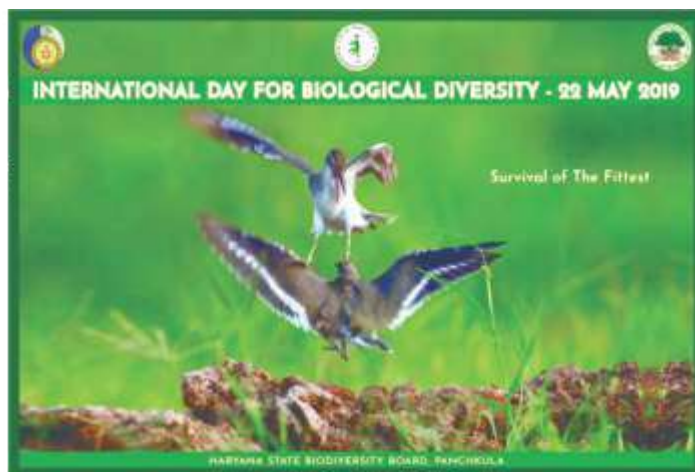
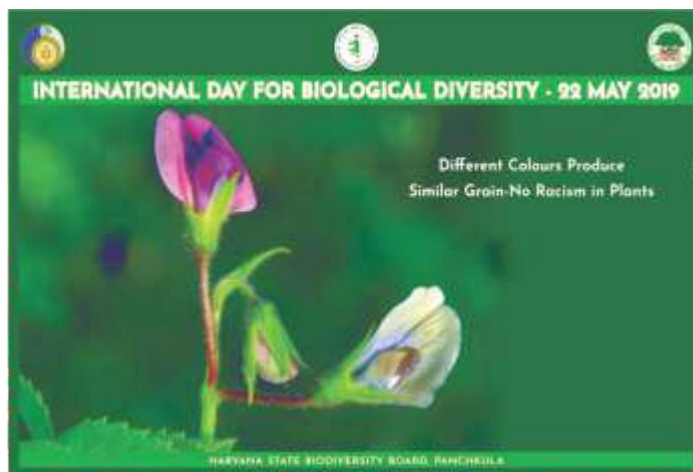
The world is facing human induced existential crisis – the ecological crisis and the climate crisis, unfolding at an unfathomable rate. There is a dire need to deal with these life threatening crisis on our planet earth to prevent the collapse of life. Our lives are dependent on vital ecosystems on earth and our current lifestyles are ravaging the formations of our livelihoods, economies, health and food security world over.

All such types of crisis and their solutions had been mentioned in the booklet titled “A Guide to Fight Climate Change” got prepared by the HSBB to make the masses understand the effects of climate change on our life in a simple way. 500 copies of this booklet were got printed during the year 2019-20.



9.3 Preparation of Posters

9 posters were prepared on the occasion of International Day for Biological Diversity-2019 to highlight the importance of biodiversity and its conservation.





10. RIGHT TO INFORMATION (RTI)

To provide information related to Haryana State Biodiversity Board and in compliance of Right to Information Act, 2005, Sh. Malkiat Singh, HFS (Retd.), Scientific Officer was appointed as State Public Information Officer for the HSBB and Member Secretary, HSBB had been designated as Appellate Authority.

- (a) In response to Sh. Naresh Kadyan, Chief National Commissioner, International Organization for Animal Protection, Delhi's RTI Application dated 07.03.2019, the requisite information under RTI Act was provided vide letter No. 175 dated 29.3.2019 but Sh. Kadyan was not satisfied with the information provided to him. He made an appeal to the Appellate Authority vide his email dated 23.04.2019. He was given personal hearing on 23.04.2019 and he was told to visit HSBB office and inspect the relevant record on any working day. The Matter stands resolved.
- (b) Application of Smt. Annu Kumari, Student of KR Mangalam University Sohna, Gurgaon FTMS No. 75295 dated 13.11.2019 was received and the same was forwarded to SPIO office of PCCF (HoFF) for necessary action as it was related to Forest Department.
- (c) In response to RTI Application of Sh. Satish Kumar resident of Mundhal Khurd, district Bhiwani dated 20.01.2020, the requisite information was provided under RTI Act vide this office letter No. 790 dated 28.01.2020.



11. FINANCIAL ACHIEVEMENTS

11.1 Budget and Expenditure for the year 2018-19

An expenditure of Rs. 26,78,799.50 was incurred against the budget provision of Rs.1,46,20,833/- (Rs. 4,13,031/- interest received from Bank) (State and NBA Grants) during the financial year 2018-19.

11.2 Budget and Expenditure for the year 2019-20

An expenditure of Rs. 2,83,62,275.50 was incurred against the budget provisions of Rs. 4,67,84,331.50/- (Rs. 4,61,198/- interest received from Bank) (State and NBA) during the financial year 2019-20.

11.3 Balance Sheets

Balance Sheets for the financial years 2018-19 and 2019-20 are attached.

BALANCE SHEET 2018-19

Haryana State Biodiversity Board

Balance Sheet as on 31.03.2019

Liabilities		Amount (₹)	Amount (₹)	Assets		Amount (₹)	Amount (₹)
Reserve & Surplus				Fixed Assets			
General Reserve				Computer & Printer			82,980.00
Opening Balance							
Add: Excess Over Expenditure							
Capital Reserve			82,980.00	Current Assets			
(Against Fixed Assets)				Balance with Banks			
				- State Bank of India (37711374501)			12,257,194.50
				- State Bank of India (30371677667)			97,880.00
Unutilised Grant				Loans & Advances			
State Government Grant		4,620,716.50		-Advance to Electro Photo Equipments Pvt Ltd		122,796.00	
NBA Grant		7,857,144.00	12,477,860.50	-Advance to Shine & Sind Security Solutions Pvt Ltd		2,193.16	124,989.16
(As per Schedule-1 Attached)							
Current Liabilities & Provisions							
TDS Payable			2,193.16				
Total (₹)		12,563,033.66	12,563,033.66	Total (₹)		12,563,033.66	12,563,033.66

AUDITORS' REPORT

In term of our Separate Report even date attached

FOR MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS

FRN-04756N

CA RAJESH KUMAR
(PARTNER)

M. No.-510048

UDIN: 21510048-0000008082

PLACE: PANCHKULA

DATE: 18/08/21

FOR AND ON BEHALF OF BOARD

(CHAIRMAN)

Chairman
Haryana State Biodiversity Board
Panchkula

(MEMBER SECRETARY)

Scientific Officer
Haryana State Biodiversity Board
Panchkula

Haryana State Biodiversity Board Income & Expenditure Account for the year ended 31.03.2019

Particulars	Amount (₹)	Particulars	Amount (₹)	Amount (₹)
NIL				
Total (₹)		Total (₹)		

AUDITORS' REPORT

In term of our Separate Report even date attached

FOR MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS

FRN-04756N

CA RAJESH KUMAR
(PARTNER)

M. No.-510048

UDIN: 21510048-0000008082

PLACE: PANCHKULA

DATE: 18/08/21

FOR AND ON BEHALF OF BOARD

(CHAIRMAN)

Chairman
Haryana State Biodiversity Board
Panchkula

(MEMBER SECRETARY)

Scientific Officer
Haryana State Biodiversity Board
Panchkula

Haryana State Biodiversity Board
Receipt & Payments Account for the year ended 31.03.2019

Receipts	Amount (₹)	Amount (₹)	Payments	Amount (₹)	Amount (₹)
To Opening Balance			- By Expenditure Incurred		
			- Salary & Wages	2,063,856.00	
To Grant Received from State Government			- Telephone & Internet Expense	15,525.00	
- State General Grant		6,500,000.00	- Contractual Staff Salary	129,396.00	
			- Medical Exp	76,915.00	
To Grant Received from NBA			- Tour & Travelling Expenses	93,130.00	
- NBA Fund (BMC Creation)	6,000,000.00		- Repair & Maintenance (Vehicle)	42,236.00	
- NBA Fund (Translation of Materials, Printing etc)	450,000.00		- Advertisement	20,574.00	
- NBA Fund (Infrastructure)	500,000.00		- Insurance (Vehicle)	9,369.00	
- NBA Fund (Outsourcing/Contract)	670,833.00		- Fuel Expenses	8,997.00	
- NBA Fund (Develop/Revamp of WebSite & Main)	300,000.00		- Printing and Stationery	8,070.00	
- NBAFUND (Peer to Peer Learning)	200,000.00	8,120,833.00	- News Paper	1,841.00	
			- Electricity Charges	1,132.00	
To Interest on Saving Account		413,031.00	- Office Expenses	1,356.00	
			- Bank Charges	560.50	
			- Postage & Courier Charges	66.00	2,473,023.50
			By Fixed assets purchased		82,980.00
			By Advance to suppliers		122,796.00
			By Closing Balance		
			- State Bank of India (37711374501)		12,257,184.50
			- State Bank of India (30371677667)		97,880.00
Total (₹)		15,033,864.00	Total (₹)		15,033,864.00

AUDITORS' REPORT

In term of our Separate Report even date attached

FOR MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS

FRN-04756N

CA RAJESH KUMAR
(PARTNER)

M. No.-510048

UDIN : 21510048 AAAAAN 8082

PLACE : PANCHKULA

DATE : 18/08/19

FOR AND ON BEHALF OF BOARD

W.S.P.
(CHAIRMAN)
Chairman
Haryana State Biodiversity Board
Panchkula

(MEMBER SECRETARY)
Gyanendra K.
Scientific Officer
Haryana State Biodiversity Board
Panchkula

Schedule-1

Grants Unutilised Balance as on 31.03.2019			
	State Government Grant (Total)	NBA Grant (Total)	Total Grant
Opening Balance	-	-	-
RECEIPTS			
Grant Received	6,500,000.00	8,120,833.00	14,620,833.00
Bank Interest	292,128.00	120,903.00	413,031.00
Total	6,792,128.00	8,241,736.00	15,033,864.00
PAYMENTS			
Advertisement	20,574.00	-	20,574.00
Bank Charges	560.50	-	560.50
Electricity Charges	1,132.00	-	1,132.00
Fuel Expenses	8,997.00	-	8,997.00
Insurance (Vehicle)	9,369.00	-	9,369.00
Contractual Staff Salary	129,396.00	-	129,396.00
Medical Exp	76,915.00	-	76,915.00
News Paper	1,841.00	-	1,841.00
Office Expenses	1,356.00	-	1,356.00
Postage & Courier Charges	66.00	-	66.00
Printing and Stationery	8,070.00	-	8,070.00
Repair & Maintenance (Vehicle)	42,236.00	-	42,236.00
Salary & Wages	1,762,244.00	301,612.00	2,063,856.00
Telephone & Internet Expense	15,525.00	-	15,525.00
Tour & Travelling Expenses	93,130.00	-	93,130.00
Purchase of Fixed Assets (Capital Reserve)			
Purchase of Fixed Asset	-	82,980.00	82,980.00
Total	2,171,411.50	384,592.00	2,556,003.50
Balance as on 31st Mar 2019	4,620,716.50	7,857,144.00	12,477,860.50



hess
Chairman
Haryana State Biodiversity Board
Panchkula

Govind Singh
Scientific Officer
Haryana State Biodiversity Board
Panchkula

BALANCE SHEET 2019-20

Haryana State Biodiversity Board Balance Sheet as on 31.03.2020

Liabilities	Amount (₹)	Amount (₹)	Assets	Amount (₹)	Amount (₹)
Reserve & Surplus			Fixed Assets		3,167,513.00
General Reserve			(As per Schedule-2 Attached)		
Opening Balance					
Add: Excess Over Expenditure	3,070.00	3,070.00			
Capital Reserve		3,167,513.00	Current Assets		
(Against Fixed Assets)			Balance with Banks		
			- HDFC Bank (50100346865672)	12,843,304.00	
			- HDFC Bank (50100072478920)	5,938,700.00	
			- SBI (30371677667)	101,250.00	18,883,254.00
Unutilised Grant					
State Government Grant	12,226,469.20				
NBA Grant	7,391,982.00	19,618,451.20	Loans & Advances		
(As per Schedule-1 Attached)			Advance to Suppliers / TSGs	738,466.00	
			(As per Schedule-3 Attached)		
Current Liabilities			TDS paid in advance	1,643.20	740,109.20
GST Payable		1,842.00			
Total (₹)		22,790,876.20	Total (₹)		22,790,876.20

AUDITORS' REPORT

In term of our Separate Report even date attached

FOR MINOCHA & MINOCHA

CHARTERED ACCOUNTANTS

FRN-04756N

CA RAJESH KUMAR
(PARTNER)

M. No.-510048

UDIN : 21510048AAAAA06699

PLACE : PANCHKULA

DATE : 18/08/21

FOR AND ON BEHALF OF BOARD

(CHAIRMAN)

WJS
Chairman
Haryana State Biodiversity Board
Panchkula

(MEMBER SECRETARY)

G. S. Mittal
Scientific Officer
Haryana State Biodiversity Board
Panchkula

Haryana State Biodiversity Board Income & Expenditure Account for the year ended 31.03.2020

Particulars	Amount (₹)	Particulars	Amount (₹)
		By RTI Fees	70.00
		By Tender Fees	3,000.00
To Excess of Income Over Expenditure	3,070.00		
Total (₹)	3,070.00	Total (₹)	3,070.00

AUDITORS' REPORT

In term of our Separate Report even date attached

FOR MINOCHA & MINOCHA

CHARTERED ACCOUNTANTS

FRN-04756N

CA RAJESH KUMAR
(PARTNER)

M. No.-510048

UDIN : 21510048AAAAA06699

PLACE : PANCHKULA

DATE : 18/08/21

FOR AND ON BEHALF OF BOARD

(CHAIRMAN)

WJS
Chairman
Haryana State Biodiversity Board
Panchkula

(MEMBER SECRETARY)

G. S. Mittal
Scientific Officer
Haryana State Biodiversity Board
Panchkula

Haryana State Biodiversity Board
Receipt & Payments Account for the year ended 31.03.2020

Receipts	Amount (₹)	Amount (₹)	Payments	Amount (₹)
To Opening Balance			By Expenditure Incurred	
- SBI (37711374501)	12,257,184.50		- Arrear Salary	152,910.00
- SBI (30371677667)	97,880.00	12,355,064.50	- Contractual Staff Salary	1,701,788.00
			- Home Peon	121,509.00
			- Leave Salary Contribution	248,438.00
To Grant Received from State Government			- Medical Expenses Employee	403,946.00
- State Capital Assets	450,000.00		- Pension Contribution	655,422.00
- State General Grant	30,690,000.00	31,140,000.00	- Salary & Wages	5,659,935.00
			- Telephone & Internet Exp Employee	33,859.00
To Grant Received from NBA			- Advertisement	175,037.00
- NBA Fund (IDB Celebration)	500,000.00		- Bank Charges	790.50
- NBA Fund Outsourcing/Contract	873,727.00		- Electricity Charges	38,211.00
- NBA Fund Special Component	1,875,000.00	3,248,727.00	- Freight & Cartage Expense	22,136.00
			- Fuel Expenses	153,530.00
To Interest on Saving Ac		461,198.00	- Function Celebration	221,213.00
To Amt received from suppliers (Refund)		37,470.00	- Meal and Refreshment	98,058.00
(Electro Photo Equipments Pvt Ltd)			- News Paper	2,145.00
To RTI Fees		70.00	- Office Expenses	291,899.00
To Tender Fees		3,000.00	- PBR Creation and Training Charges Block Level	3,750,000.00
			- PBR Creation and Training Charges Village Level	6,407,500.00
			- Postage & Courier Charges	5,344.00
			- Printing and Stationery	162,861.00
			- Prize Distribution	117,300.00
			- Professional Charges	60,905.00
			- Rent for Building	881,400.00
			- Repair & Maintenance (Computer)	800.00
			- Repair & Maintenance Office	1,785,646.00
			- Repair & Maintenance (Vehicle)	86,112.00
			- Round Off	0.80
			- Software Development & Service	153,164.00
			- Stamp Paper	11,312.00
			- Telephone & Internet Exp Office	7,535.00
			- Tour & Travelling Expenses	1,035,494.00
			- Water Charges	6,639.00
			By Fixed assets purchased	2,997,365.00
			By Refund of NBA Fund (BMC Creation)	60,000.00
			By Interest Returned to NBA	111,962.00
			By Advance to suppliers / TSGs	738,466.00
			(As per Schedule-2 Attached)	
			By TDS paid in advance	1,643.20
			By Closing Balance	
			- HDFC Bank (50100346865672)	12,843,304.00
			- HDFC Bank (50100072478920)	5,938,700.00
			- SBI (30371677667)	101,250.00
				18,883,254.00
Total (₹)		47,245,529.50	Total (₹)	47,245,529.50

AUDITORS' REPORT

In term of our Separate Report even date attached

FOR MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS
FRN-04756N

CA RAJESH KUMAR
(PARTNER)
M. No.-510048
UDIN : 21510048AAAAA0066P9

PLACE : PANCHKULA

DATE : 18/08/21



FOR AND ON BEHALF OF BOARD

(CHAIRMAN)

[Signature]
Chairman
Haryana State Biodiversity Board
Panchkula

(MEMBER SECRETARY)

[Signature]
Scientific Officer
Haryana State Biodiversity Board
Panchkula

Haryana State Biodiversity Board

Schedule-1

Grants Unutilised Balance as on 31.03.2020

Particulars	State Government Grant (Total)	NBA Grant (Total)	Total Grant
A. Opening Balance	4,620,716.50	7,857,144.00	12,477,860.50
RECEIPTS			
Grant Received	31,140,000.00	3,248,727.00	34,388,727.00
Bank Interest	266,852.00	194,346.00	461,198.00
B. Total Receipts	31,406,852.00	3,443,073.00	34,849,925.00
Purchase of Fixed Assets (Capital Reserve)			
Purchase of Fixed Asset	2,669,823.00	414,710.00	3,084,533.00
Grant Returned / Refund			
Grant returned	-	171,962.00	171,962.00
Revenue Payments			
Advertisement	63,824.00	111,213.00	175,037.00
Bank Charges	790.50	-	790.50
Electricity Charges	38,211.00	-	38,211.00
Freight & Cartage Expense	22,136.00	-	22,136.00
Fuel Expenses	153,530.00	-	153,530.00
Function Celebration	-	221,213.00	221,213.00
Home Peon Salary	121,509.00	-	121,509.00
Incentives	152,910.00	-	152,910.00
Leave Salary Contribution	248,438.00	-	248,438.00
Contractual Staff Salary	1,596,703.00	105,085.00	1,701,788.00
Meal and Refreshment	56,884.00	41,174.00	98,058.00
Medical Expense Employees	403,946.00	-	403,946.00
Medical Expense Office	-	-	-
News Paper	2,145.00	-	2,145.00
Office Expenses	291,899.00	-	291,899.00
PBR Creation and Training Charges Block Level	2,760,000.00	990,000.00	3,750,000.00
PBR Creation and Training Charges Village Level	6,220,000.00	187,500.00	6,407,500.00
Pension Contribution	655,422.00	-	655,422.00
Postage & Courier Charges	5,344.00	-	5,344.00
Printing and Stationery	84,570.00	78,291.00	162,861.00
Prize Distribution	-	117,300.00	117,300.00
Professional Charges	60,905.00	-	60,905.00
Rent for Building	881,400.00	-	881,400.00
Repair & Maintenance (Computer)	800.00	-	800.00
Repair & Maintenance (Vehicle)	86,112.00	-	86,112.00
Repair & Maintenance Office	1,785,646.00	-	1,785,646.00
Round Off	0.80	-	0.80
Salary & Wages	4,522,072.00	1,137,863.00	5,659,935.00
Software Development & Service	21,240.00	131,924.00	153,164.00
Stamp Paper	11,312.00	-	11,312.00
Telephone & Internet Expense Employee	33,859.00	-	33,859.00
Telephone & Internet Expense Office	7,535.00	-	7,535.00
Tour & Travelling Expenses	835,494.00	200,000.00	1,035,494.00
Water Charges	6,639.00	-	6,639.00
C. Total Payments	23,801,099.30	3,908,235.00	27,709,334.30
Closing Balance (A+B-C)	12,226,469.20	7,391,982.00	19,618,451.20
Balance as per Tally	12,226,469.20	7,391,982.00	19,618,451.20
Difference	-	-	-



Minocha
Chairman
Haryana State Biodiversity Board
Panchkula

Gopesh
Scientific Officer
Haryana State Biodiversity Board
Panchkula

Haryana State Biodiversity Board

SCHEDULE-2

Fixed Assets as on 31.03.2020

Particulars	Opening Balance	Addition During the year	Total
Furniture & Fixtures	-	785,457.00	785,457.00
Office equipments	-	618,239.00	618,239.00
Vehicle - Car Honda City	-	1,144,897.00	1,144,897.00
Computer & peripherals	82,980.00	535,940.00	618,920.00
Total	82,980.00	3,084,533.00	3,167,513.00

SCHEDULE-3

Advance to Suppliers / TSGs as on 31.03.2020

Particulars	Amount (₹)
-Datamation Consultants Pvt Ltd	16,272.00
-Maaty Biodiversity Conservation	4,134.00
-Verma Siyaahi	560.00
-Himalayan Institute for Sustainable Environment	155,000.00
-Wild Life Institute of India	562,500.00
Total	738,466.00



M. Singh
Chairman
Haryana State Biodiversity Board
Panchkula

G. Singh
Scientific Officer
Haryana State Biodiversity Board
Panchkula

12. ANNUAL REPORT 2018-19 AND 2019-20 SUBMITTED TO NBA

ANNUAL REPORT SUBMITTED TO NBA 2018-19

FORMAT FOR FURNISHING INFORMATION ON ACTIVITIES OF THE STATE BIODIVERSITY BOARD DURING THE FINANCIAL YEAR 2018-19 FOR INCLUSION IN THE ANNUAL REPORT OF NBA 2018-19

Sr. No.	Information required on items/activities	Details																																												
1.	Name of the State Biodiversity Board	Haryana State Biodiversity Board																																												
2.	Details of incumbents of the following posts during 2018-19 (Name, Designation & Tenure etc. & Postal Address along with Phone No./E-mail/Fax).																																													
2A	Chairperson	Name- Sh. Gulshan Ahuja, IFS (Retd.) Designation- Chairman Postal Address-Plot No. C-18, Van Bhavan, Sector 6, Panchkula Phone No. - 8968633774 Email Id – gulshankumar@gmail.com																																												
2B	Member Secretary	Name- Sh. Sh. V.S. Tanwar, IFS Designation- Member Secretary Postal Address- Plot No. C-18, Van Bhavan, Sector-6, Panchkula Phone No.- 8901901111 Email Id – vstanwarifs@gmail.com																																												
3	Statutory developments during the year (Details of notifications/rules/orders issued)	Nil																																												
4	No. of Board Meetings conducted with date of each meeting during 2018 -19	Two Meetings 1 st Meeting on 14.12.218 2 nd Meeting on 24.01.2019																																												
5	Budget and Expenditure of SBB (With concise head wise details) 2018-19	<table border="1"> <thead> <tr> <th colspan="2">Budget</th> <th colspan="2">Expenditure</th> </tr> <tr> <th>Sr. No.</th> <th>Head</th> <th>Provision</th> <th>Expenditure</th> </tr> </thead> <tbody> <tr> <td colspan="4">A. State Budget</td> </tr> <tr> <td></td> <td>Grant-in-Aid</td> <td>65,00,000/-</td> <td>20,42,015.50</td> </tr> <tr> <td colspan="4">B. NBA Grant</td> </tr> <tr> <td>1.</td> <td>Outsourcing/ Contractual persons</td> <td>6,70,833/-</td> <td>4,31,008/-</td> </tr> <tr> <td>2.</td> <td>Infrastructure Development of Haryana State Biodiversity Board</td> <td>5,00,000/-</td> <td>2,05,776/-</td> </tr> <tr> <td>3.</td> <td>Translation Printing & Dissemination</td> <td>4,50,000/-</td> <td></td> </tr> <tr> <td>4.</td> <td>Developing / Revamping of Website</td> <td>3,00,000/-</td> <td></td> </tr> <tr> <td>5.</td> <td>Constitution of Biodiversity Management Committees</td> <td>60,00,000/-</td> <td></td> </tr> <tr> <td>6.</td> <td>Peer to Peer Learning</td> <td>2,00,000</td> <td></td> </tr> </tbody> </table>	Budget		Expenditure		Sr. No.	Head	Provision	Expenditure	A. State Budget					Grant-in-Aid	65,00,000/-	20,42,015.50	B. NBA Grant				1.	Outsourcing/ Contractual persons	6,70,833/-	4,31,008/-	2.	Infrastructure Development of Haryana State Biodiversity Board	5,00,000/-	2,05,776/-	3.	Translation Printing & Dissemination	4,50,000/-		4.	Developing / Revamping of Website	3,00,000/-		5.	Constitution of Biodiversity Management Committees	60,00,000/-		6.	Peer to Peer Learning	2,00,000	
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		Total NBA		81,20,833/-	6,36,784/-
		A + B Grand Total		1,46,20,833/-	26,78,799.50
6	Biodiversity Heritage Sites (BHS)	Name of the sites notified and their details (enclose copy of the notification)			No. of sites identified (yet to be notified) and their details
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7	No. of BMCs constituted	Village/ Panchayat level	Block/Taluk /Mandal level	Nagar Palika /Municipality level	Zilla parishad /Distict level
7A	No. of BMCs at the beginning of the year as on 1 st April 2018	Nil	Nil	Nil	Nil
7B	Formed during the year (2018-19)	4658			
7C	No. of BMCs at the end of the period as on 31 st March 2019	4658			
8	No. of PBRs prepared	Village/ Panchayat level	Block/Taluk /Mandal level	Nagar Palika /Municipality level	Zilla parishad /Distict level
8A	No. of PBRs at the beginning of the year as on 1 st April 2018	Nil			
8B	Documented during the year (2018-19)	Nil			
8C	No. of PBRs at the end of the period as on 31 st March 2019	Nil			
9	Details of films, posters/brochures prepared on Biodiversity of the State by SBB during 2018-19 (If so, please enclose photograph)	Nil			
10	Details of legal action taken against any offender(s) under the Biological Diversity Act, 2002, if any	Nil			
10A	Litigation /Court cases/Offences (Please mention details in brief)	Nil			
10B	Conducting preliminary enquiry to establish prima-facie an offence (Please mention details in brief)	Nil			
11	Activities of the State Biodiversity Board	No. of applications approved	No. of applications Rejected/Prohibited	No. of applications under process	
11A	Under Sec.23(B) of the Act – grant of approval for commercial utilization or Bio-	Nil	Nil	Nil	

	survey & Bio-utilization, during 2018-19																																																																																	
11B	Under Sec.24(1)- Prior intimation received from Indians, Indian Companies /Organizations /Association, during 2018-19	Nil	Nil	Nil																																																																														
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		19	Rewari	100	265
		20	Sonipat	100	301
		21	Sirsa	100	265
		22	Yamuna Nagar	100	
		Total		2200	4658
		<p>The next task as per provisions of the Biological Diversity Act 2002 is the preparation of People's Biodiversity Register (PBRs), which involve the documentation of entire information about plants, animals, birds, fish, agricultural crops, weeds etc. which are existing in each Development Block in the State. These registers will also contain information about traditional knowledge existing with Hakims, Vaidis and elderly people living in the villages. They will also contain information about those species of plants, animals and agricultural crops which are on the verge of extinction.</p> <p>People's Biodiversity Registers are being prepared by involving local Biodiversity Management Committees existing in the area and with the help of Technical Support Groups (TSGs) being constituted by the State Biodiversity Board. The TSGs are being constituted by drawing learned technical people from Universities and other Academic Institutions of repute. It takes at least one year's time to complete a People's Biodiversity Register for a particular area as it requires documenting all the forest and agricultural plants, including weeds, growing in different seasons in a year and also the animals, wild as well as domesticated including water animals.</p>			
13	Details of any awards/ recognition /appreciation received by the SBB during 2018-19.	Nil	Nil	Nil	Nil
14	Details of any awards instituted by the SBB and conferred on individuals/ organizations during 2018-19 for conserving Biodiversity & related matters	Nil	Nil	Nil	Nil
15	Any other information				

Date: 27.05.2019

Member Secretary
Maryana State Biodiversity Board
Panchkula

Name & Signature of Member Secretary
State Biodiversity Board with seal

27/5/19

(V.S. TANWAR IFS)

ANNUAL REPORT SUBMITTED TO NBA 2019-20

FORMAT FOR FURNISHING INFORMATION ON ACTIVITIES OF THE STATE BIODIVERSITY BOARD DURING THE FINANCIAL YEAR 2019-20 FOR INCLUSION IN THE ANNUAL REPORT OF NBA 2019-20

Sr. No.	Information required on items/activities	Details																																												
1.	Name of the State Biodiversity Board	Haryana State Biodiversity Board																																												
2.	Details of incumbents of the following posts during 2019-20 (Name, Designation & Tenure etc. & Postal Address along with Phone No./E-mail/Fax).																																													
2A	Chairperson	Name- Sh. Gulshan Ahuja, IFS (Retd.) Designation- Chairman Postal Address- SCO No. 206, 2 nd Floor, Sector-14, Panchkula Phone No. - 8968633774 Email Id – gulshankumar@gmail.com Office email id: sbbhry18@gmail.com																																												
2B	Member Secretary	Name- Sh. V.S. Tanwar, IFS Designation-Member Secretary Postal Address-SCO No. 206, 2 nd Floor, Sector-14, Panchkula Phone No.- 9813318988 Email Id – vstanwarifs@gmail.com Office email id: sbbhry18@gmail.com																																												
3	Statutory developments during the year (Details of notifications/rules/orders issued)	Nil																																												
4	No.of Board Meetings conducted with date of each meeting during 2019 -20	Three Meetings conducted during 2019-20 1 st Meeting on 23 rd April, 2019 2 nd Meeting on 2 nd August, 2019 3 rd Meeting on 27 th January, 2020																																												
5	Budget and Expenditure of SBB (With concise head wise details) 2019-20	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">Budget</th> <th style="text-align: center;">Expenditure</th> </tr> <tr> <th style="text-align: center;">Sr. No.</th> <th style="text-align: center;">Head</th> <th style="text-align: center;">Provision</th> <th style="text-align: center;">Expenditure</th> </tr> </thead> <tbody> <tr> <td colspan="4">State Budget</td> </tr> <tr> <td style="text-align: center;">1</td> <td>From Env. Dept.</td> <td style="text-align: right;">4421536.50</td> <td style="text-align: right;">4421536.50</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>09 Grant-in-Aid General</td> <td style="text-align: right;">30690000.00</td> <td style="text-align: right;">20515292.00</td> </tr> <tr> <td style="text-align: center;">3.</td> <td>43 Grant in Capital Assets</td> <td style="text-align: right;">450000.00</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td colspan="2" style="text-align: center;">Total</td> <td style="text-align: right;">35561536.50</td> <td style="text-align: right;">24936828.50</td> </tr> <tr> <td colspan="4">1. NBA Grant</td> </tr> <tr> <td style="text-align: center;">1.</td> <td>Outsourcing/ Contractual persons</td> <td style="text-align: right;">11,50,000/-</td> <td style="text-align: right;">11,50,000/-</td> </tr> <tr> <td style="text-align: center;">2.</td> <td>Infrastructure Development of Haryana State Biodiversity Board</td> <td style="text-align: right;">2,94,224/-</td> <td style="text-align: right;">2,94,224/-</td> </tr> <tr> <td style="text-align: center;">3.</td> <td>Translation Printing & Dissemination</td> <td style="text-align: right;">4,50,000/-</td> <td style="text-align: right;">95,763/-</td> </tr> </tbody> </table>	Budget			Expenditure	Sr. No.	Head	Provision	Expenditure	State Budget				1	From Env. Dept.	4421536.50	4421536.50	2.	09 Grant-in-Aid General	30690000.00	20515292.00	3.	43 Grant in Capital Assets	450000.00	0.00	Total		35561536.50	24936828.50	1. NBA Grant				1.	Outsourcing/ Contractual persons	11,50,000/-	11,50,000/-	2.	Infrastructure Development of Haryana State Biodiversity Board	2,94,224/-	2,94,224/-	3.	Translation Printing & Dissemination	4,50,000/-	95,763/-
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		4.	Developing / Revamping of Website	3,00,000/-	1,31,924/-
		5.	Constitution of Biodiversity Management Committees	59,40,000/-	9,80,248/-
		6.	Peer to Peer Learning	2,00,000/-	2,00,000/-
		7.	Celebration of IDB, 2019	5,00,000/-	5,00,000/-
		8.	Special component plan for SC	18,75,000/-	-
			Total NBA	10709224/-	3352159/-
			A + B Grand Total	46270760.50	28288987.50
6	Biodiversity Heritage Sites (BHS)	Name of the sites notified and their details (enclose copy of the notification)			No. of sites identified (yet to be notified) and their details
		Section 37 of the Biological Diversity Act 2002 provides for declaration of areas of biodiversity importance as biodiversity heritage sites. The Board is examining and will be shortlisting soon various areas in the state which are important from conservation of biodiversity angle. Generally, such areas are those which have historical and cultural significance associated with preservation of sacred groves of trees or have rare species of plants and animals on the verge of extinction and conservation of which is important to preserve the genetic and species diversity.			
7	No. of BMCs constituted	Village/ Panchayat level	Block/Taluk/ Mandal level	Nagar Palika /Municipality level	Zilla Parishad /Distinct level
7A	No. of BMCs at the beginning of the year as on 1 st April 2019	4666	34	0	6
7B	Formed during the year (2019-20)	6204	126	85	22
7C	No. of BMCs at the end of the period as on 31 st March 2020	6204	126	85	22
8	No. of PBRs prepared	Village/ Panchayat level	Block/Taluk/ Mandal level	Nagar Palika /Municipality level	Zilla parishad /Distict level
8A	No. of PBRs at the beginning of the year as on 1 st April 2019	Nil			
8B	Documented during the year (2019-20)		126		
8C	No. of PBRs at the end of the period as on 31 st March 2020		126		
9	Details of films, posters/brochures prepared on Biodiversity of the State by SBB during 2019-20 (If so, please enclose photograph)	Details of Booklets:- 1. Biodiversity Management' – 1000 Nos. 2. A Guide to Fight Climate Change – 500 nos. Detail of Posters – 9 posters were prepared on International Biological Diversity Day, 22 nd May, 2019			

		(Soft copies attached).		
10	Details of legal action taken against any offender(s) under the Biological Diversity Act, 2002, if any	Nil		
10A	Litigation /Court cases/Offences (Please mention details in brief)	Nil		
10B	Conducting preliminary enquiry to establish prima-facie an offence (Please mention details in brief)	Nil		
11	Activities of the State Biodiversity Board	No. of applications approved	No. of applications Rejected/Prohibited	No. of applications under process
11A	Under Sec.23(B) of the Act – grant of approval for commercial utilization or Bio-survey & Bio-utilization, during 2018-19	Nil	Nil	Nil
11B	Under Sec.24(1)- Prior intimation received from Indians, Indian Companies /Organizations /Association, during 2018-19	Nil	Nil	Nil
12	Details of celebrations/Awareness Programmes/training Programmes carried out by the SBB during 2019-20 (Photos if any may be enclosed)	<p><u>Celebration of International day for Biological Diversity, 22nd May, 2019:-</u></p> <p>State level function to commemorate the International Day for Biological Diversity was celebrated on 22nd May, 2019 at Nature Awareness Camp, Thapli in District Panchkula. The function was presided over by Chairman, Haryana State Biodiversity Board.</p> <p>Prior to this day, a photography competition was held, wherein three categories of contestants participated. They were professional photographers, Nature Lovers and Students. Each category was adjudged for three prizes.</p> <p>A two day painting camp was held at the venue, wherein 15 professional Painters colored their feelings and emotions on canvas. They came up with beautiful paintings on Biodiversity conservation, Agri biodiversity, Marine biodiversity and also on the theme of this year's International Day for Biological Diversity.</p> <p>During the function, school children beautifully presented Nukad Natak and a Skit on the importance of Biodiversity conservation.</p> <p>The other participants included members of Biodiversity Managements Committees from the adjoining areas besides local people, Forest and Wildlife Officials and media persons. The BMC members were specially addressed and educated on the issues of Biodiversity conservation, Sustainable use of Biodiversity and ABS mechanism. Chairman, Member Secretary and some Officials of Forest Department addressed the gathering and explained about the importance of Biodiversity conservation and sustainable use.</p> <p>The function was attended by 500-600 people from various walks of life.</p>		

The contestants of photography competition, painters and school children who presented their Nukad Natak and play were honoured with certificates and mementos in the form of succulent plants potted in beautiful ceramic pots painted with logos of International day for Biological Diversity, NBA and State Biodiversity Board alongwith photographs of State Bird, State animal and State tree.

Wide coverage was given in the newspapers and through small videos about the events. (Photos enclosed)

Awareness/Training programs

The people, particularly, Gram Panchayats and Block Samitis, were made aware of the objectives/ purpose of the Board and the benefits that will accrue to the society in general and local bodies in particular. Series of Workshops, Sammelan, Video conference and meetings of Sarpanches/ BDPOs and DDPOs were conducted during the period, wherein, they were educated and were acquainted with the benefits that will flow to people through activities of the Board. Meetings were also held at the level of Director (Panchayats) and DDPOs.

Constitution of Biodiversity Management Committees

After making the above functionaries aware of the provisions of the Biological Diversity Act 2002, the process of constitution of the **Biodiversity Management Committees** was started at Village Panchayat level, Block Samiti level, Municipal Level and Zila Parishad level. In Haryana, all the 6437 Biodiversity Management Committees have been constituted by 31st March, 2020. The details of the Biodiversity Management Committees (BMCs) at all local bodies level are given in the table below:-

Name of the Local Body	No. of required BMCs to be constituted	No. of BMCs constituted
Zila Parishad	22	22
Municipal Level	85	85
Block Level	126	126
Gram Panchayat Level	6204	6204

People's Biodiversity Registers are being prepared by involving local Biodiversity Management Committees existing in the area and with the help of Technical Support Groups (TSGs) constituted by the State Biodiversity Board. The TSGs have been constituted by drawing learned technical people from Universities and other Academic Institutions of repute. It takes at least one year's time to complete a People's Biodiversity Register for a particular area as it requires documenting all the

		<p>forest and agricultural plants, including weeds, growing in different seasons in a year and also the animals, wild as well as domesticated including water animals.</p> <p>In Haryana, 126 People's Biodiversity Register (PBRs) at the Block level have been prepared till 31st March, 2020 and work is in progress for preparation of PBRs for remaining local bodies at gram Panchayat, Municipal and Zila Parishad level.</p>		
13	Details of any awards/ recognition /appreciation received by the SBB during 2019-20.	Nil	Nil	Nil
14	Details of any awards instituted by the SBB and conferred on individuals/ organizations during 2019-20 for conserving Biodiversity & related matters	Nil	Nil	Nil
15	Any other information			

Date:


Name & Signature of Member Secretary
State Biodiversity Board with seal



13. AUDIT REPORT

The Board in its 6th Meeting approved to get the Audit of accounts of HSBB done from Chartered Accountant. After adopting due procedure, M/s Minocha & Minocha Chartered Accountant was engaged for audit of accounts of HSBB for the year 2018-19 and 2019-20. The firm audited the accounts of HSBB and prepared the Audit Reports and the same are attached herewith.

AUDIT REPORT 2018-19



MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS

H.No. 1851, SECTOR-15,
PANCHKULA-134109
HARYANA (INDIA)
PHONE : 0172-2594851
MOBILE : +919466128205
EMAIL: carksharma@yahoo.co.in

INDEPENDENT AUDITOR'S REPORT

To
The Chairman
Haryana State Biodiversity Board
Panchkula

1. Report on the Financial Statements

We have audited the accompanying financial statements of **Haryana State Biodiversity Board**, which comprise the Balance Sheet as at 31st March, 2019, the Statement of Income and Expenditure along with the Receipts and Payment for the year then ended on that date.

2. Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position, financial performance of the board in accordance with the Accounting Standard referred to by Institute of Chartered Accountants of India. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and free from material misstatement, whether due to fraud or error.

3. Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We have conducted our audit with the Standard on Auditing issued by Institute of Chartered Accountant of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk



assessments, the auditor considers internal financial control relevant to the Board's preparation of the financial statements that give true and fair view in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

4. Opinion

in our opinion and to the best of our information and according to the explanations given to us, the aforesaid financial statements, give the information required by the Act in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India;

- a) In the case of the Balance Sheet, of the state of affairs of the board as at 31st March, 2019;
- b) In the case of the Income and Expenditure for the year ended on that date; and
- c) In the case of Receipts and Payment Account, of the transactions entered into during the year ending on 31st March, 2019

5. Emphasis of Matters

We draw attention to the observation/ matters attached in **Annexure-1**. Our opinion is not modified in respect of these matters

FOR MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS
FRN-04756N



CA RAJESH KUMAR
PARTNER
M. NO. 510048
UDIN : 21510048AAAAAN8082

PLACE - PANCHKULA

DATE - 18.08.2021

Annexure-1

1. During the course of audit it was observed that board has appointed manpower agency named "Shine and Sind" for providing office staff. Following are the discrepancies found related to agency.

- 1) Agency has not submitted monthly ECR Statement of EPF and Contribution List of ESI to board.
- 2) Board has made excess payment to agency in respect of EPF and ESI. Details are as follow:-

Particular	2018-19	Remarks
EPF	246.00	EPF rate were revised to 13% from 01.06.2018 but agency charged 13.36% up to 30.11.2018.

- 3) Further it was noticed that agency has deducted Rs. 500/- from each employee at the time disbursing salary to employee every month in addition to their service charge which is a labour law offence. Therefore following estimated amount to be recovered from agency:-

Year	Total Number of Employees	Amount (Rs.)
2018-19	08	4000.00

Board explained that a final reminder is given to Agency for submitting all documents and amount within 30 days as mentioned in observation via letter no. HSB/797 dated 22.07.2021. If same will have not been submitted by agency within given time a request letter will be issued to other governments departments for black listing the agency and recovering amount from performance security to them.



AUDIT REPORT 2019-20



MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS

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INDEPENDENT AUDITOR'S REPORT

To
The Chairman
Haryana State Biodiversity Board
Panchkula

1. Report on the Financial Statements

We have audited the accompanying financial statements of **Haryana State Biodiversity Board**, which comprise the Balance Sheet as at 31st March, 2020, the Statement of Income and Expenditure along with the Receipts and Payment for the year then ended on that date.

2. Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position, financial performance of the board in accordance with the Accounting Standard referred to by Institute of Chartered Accountants of India. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and free from material misstatement, whether due to fraud or error.

3. Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We have conducted our audit with the Standard on Auditing issued by Institute of Chartered Accountant of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk



assessments, the auditor considers internal financial control relevant to the Board's preparation of the financial statements that give true and fair view in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

4. Opinion

In our opinion and to the best of our information and according to the explanations given to us, the aforesaid financial statements, give the information required by the Act in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India;

- a) In the case of the Balance Sheet, of the state of affairs of the board as at 31st March, 2020;
- b) In the case of the Income and Expenditure for the year ended on that date; and
- c) In the case of Receipts and Payment Account, of the transactions entered into during the year ending on 31st March, 2020

5. Emphasis of Matters

We draw attention to the observation/ matters attached in **Annexure-1**. Our opinion is not modified in respect of these matters

**FOR MINOCHA & MINOCHA
CHARTERED ACCOUNTANTS
FRN-04756N**


**CA RAJESH KUMAR
PARTNER
M. NO. 510048
UDIN : 21510048AAAAAO6699**

PLACE – PANCHKULA

DATE – 18.08.2021

Annexure-1

1. The selection of all TSGs made by board officials on the basis of their presentation. Evaluation of technical competency and basis of selection of board has been decided by board official itself. As there is no guidelines or any policy with board regarding selection of TSG and allotments of work to TSGs and we have not found any documentary evidence (like presentation of TSGs) relating to evaluation of technical competency of TSGs and basis of selection of TSGs. Hence we are not in position to comments on selection of TSGs and allotment of works to TSGs.

The board has also disbursed advances to various TSGs according to the term and conditions mentioned in MOUs but at the time of disbursement of fund some of MOUs (Block level) were not renewed and some of MOUs (Village Level) not signed. As explained by management of board that presently they have signed all the MOUs with TSGs and recovery from terminated TSGs has been initiated.

Further audit team noticed that MOUs with TSGs do not include conditions relating to performance security and as well as any penal provision for delay in completion of task or inefficient working of TSG.

In this regarding board has accepted the recommendation of auditor and insures that decision regarding change in term and condition of MOUs will be taken in next board meeting.

2. It was noticed that board has not signed MOUs with TSG for preparation of PBRs at village level and disbursed advance ((@ Rs.5000/- per village) to various TSGs in the month of Feb-2020 for PBRs preparation at village level. Details of same are as under:-

S. No.	Name of TSG	Amount Sanctioned
1	Himalayan Institute of Sustainable Environment & Research (HISER), Dehradun	3,75,000.00
2	Datamation Research Services Consulting Pvt Ltd	0.00
3	Wild Life Institute of India, Dehradun	11,25,000.00
4	Skill Art and Beyond Social Welfare Society (SAB)	7,50,000.00
5	Everain Global Service Pvt Ltd	7,50,000.00
6	Maaty Biodiversity Conservation & Societal Research Organization, Dehradun	15,00,000.00
7	NH Consulting Pvt. Ltd.	26,25,000.00
Total		71,25000.00

Further board has terminated the work of three TSGs in the financial year 2020-21 and amount Rs. 16,84,305/- recoverable from various TGSs at time of termination of MOUs.. Out of Recoverable amount Rs. 16,84,305/-, amount Rs. 7,17,500/- disbursed to TSGs in financial year 2019-20.



3. It was observed that board purchased various fixed assets from Electro Photo Equipment Pvt. Ltd selected through HARTRON. As per term and condition of supply order delivery period is immediate but not later specified supply order. And in case delivery beyond the delivery period, a penalty @0.5% per week (Seven Days) for the delay of the first two weeks and 1% for the delay of the three weeks (21 days) up to maximum up to a maximum cap of penalty for the total delay of five weeks (35 days) would be applicable. Thereafter, HARTRON may cancel the order in consultation of with indenting department. However if the indenting department opts to accept the items beyond five weeks (35Days) delay, 1% penalty per week would continue.

Following are the penalty amount Rs. 5832/- is to be recovered by board.

Order Number	Date of order	Amount (Rs.)	Due date of Delivery	Actual date of Delivery	Delay in Days	Penalty to be collected
HARTON:A GM(H/W):20 19:6586	04.02.2019	69000.00	18-02-19	22-04-19	63 Days	5520.00
HARTON:A GM(H/W):20 19:6600	05.02.2019	5198.00	19-03- 2019	06-05- 2019 (Date not mentioned in register)	48 Days	312.00
Total						5832.00

Further the board explained that penalty on delay in supplying of equipment, Board has initiated the recovery via issuing letter no. HSBB/807 dated 23.07.21 to "Electro Photo Equipment Pvt. Ltd" and same will be recovered soon.

4. During the course of audit it was observed that board has appointed manpower agency named "Shine and Sind" for providing office staff. Following are the discrepancies found related to agency.

- 1) Agency has not submitted monthly ECR Statement of EPF and Contribution List of ESI to board.
- 2) Board has made excess payment to agency in respect of ESI. Details are as follow:-

Particular	2019-20	Remarks
ESI	5907.00	ESI rate were revised to 3.25% from 01.07.2019 but agency charged ESI 4.75% up to 31.10.2019.

- 3) Further it was noticed that agency has deducted Rs. 500/- from each employee at the time disbursing salary to employee every month in addition to their service charge



which is a labour law offence. Therefore following estimated amount to be recovered from agency:-

Year	Total Number of Employees	Amount (Rs.)
2019-20	91	45500.00

Board explained that a final reminder is given to Agency for submitting all documents and amount within 30 days as mentioned in observation via letter no. HSBB/797 dated 22.07.2021. If same will have not been submitted by agency within given time a request letter will be issued to other governments departments for black listing the agency and recovering amount from performance security to them.

5. During the course of audit it was observed that board has made agreement with “Outline Systems India Pvt. Ltd” for “Design and Development of Web Portal with CMS integration for Haryana State Biodiversity Board” on 04th day of June, 2019. The financial for this project were

S. No.	Description	Amount inclusive GST
1	Design and Development of Web Portal with CMS integration for Haryana State Biodiversity Board.	118000.00
2	AMC for 1 Year	27848.00
3	Hosting for 1 Year	25488.00

Following were the timelines and payment terms as per the timelines:-

Stage	Description	Timelines	Payments
1	Detailed Functional Requirement Study and design	T+7	10%
2	Design, development, implementation, configuration, integration and testing portal	T+35	15%
3	Supporting user acceptance testing of portal	T+5	25%
4	Training to staff member of HSBB as well as other stakeholder for effective use of system	T+5	25%
5	Go Live of Web Portal	T+2	25%
	Operation and Maintenance of the portal	3 Months	



Following are the discrepancies in payment and agreement with Outlines Systems India Pvt. Ltd.

- 1) No performance security clause found in agreement with Outline Systems India Pvt. Ltd.
- 2) No penal provision clause regarding delay in completion of work mentioned in agreement.
- 3) As per the stage-3 training to staff member were to be provided by agency, but any training schedule for training to staff not found at office. And also board has no records about the training of staff.
- 4) No testing report from technical person found at record.
- 5) Till date of audit web portal was not live that means agency has not completed the stage-5 of agreement, but board has already issued completion certificate of work to Outline Systems India Pvt. Ltd. On 18.11.2019.
- 6) Till 31.03.2020 board has made full payment of web portal development and part payment of AMC made to Outline Systems India Pvt. Ltd. Board has not made payment according the payment schedule as mentioned in agreement. Following **excess payment** made to Outline Systems India Pvt. Ltd

Stage	Description	Payment Term	Amount (Rs.)
4	Training to staff member of HSBB as well as other stakeholder for effective use of system	25% of 1,18,000/-	29500.00
5	Go Live of Web Portal	25% of 1,18,000/-	29500.00
	Operation and Maintenance of the portal		
Maintenance	AMC from 25.09.2019 to 24.12.2019		13924.00
Total			72924.00

6. As per the Finance Department, government employee falling in Grade-III can travel by air in economy class within India subject to following conditions:
 - a) Government Employee being head of department may travel without any restriction
 - b) Government Employee other than head of department may travel as such, after obtaining the prior approval of the concerned Administrative Secretary, Only in cases where the distance of journey exceeds 500 KMs

But it was noticed that Mr. Malkit Singh and Mr. R K Sharma falls under the category of Grade-III and travels to Delhi, Chennai, Trivandrum, Bangalore during the financial year 2019-20 by Air and flight charges amount Rs.91139/- paid by board but any prior approval from concerned Administrative Secretary not taken by Board.

7. Most of work like repair and maintenance of office, cushioning of chairs and sofa sets, polishing of furniture etc are done on the basis of quotation instead following procurements procedure of Haryana Government.
8. Insurance of Fixed Assets not taken by Board.







HARYANA STATE BIODIVERSITY BOARD

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