

No.A.60011/485/2025-PLG
GOVERNMENT OF MIZORAM
PLANNING & PROGRAMME IMPLEMENTATION DEPARTMENT
MIZORAM : AIZAWL

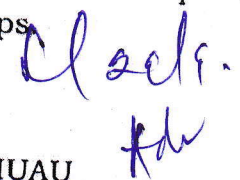
NOTIFICATION

Dated Aizawl, the 10th September, 2025

In the interest of public services and in pursuance of DP &AR (CSW) Office Order No. A. 22012/63/2024- P&AR (CSW)/1 dated 18th August, 2025, the following Terms of Reference is hereby assigned to the Chief Executive Officer, Bana Kaih (Handholding) Scheme with immediate effect and until further order.

Terms of Reference:

1. Oversee the implementation of 'Handholding Support to Progress Partners' under the Mizoram Bana Kaih (Handholding) Scheme. Towards this end, he / she shall be a member of the Mizoram State Policy Coordination Committee (MSPCC) and be its executing officer. This role would include the following:
 - a. Execute the orders and directions of MSPCC and coordinate with Implementing Departments / Agencies, Partner Banks and District Monitoring Committees for effective implementation of the 'Handholding Support to Progress Partners' - Loan component as well as Chief Minister Special Package.
 - b. Coordinating and convening the meetings of MSPCC, preparing and circulating meeting agendas and minutes, and providing all necessary secretarial services for its effective operation.
 - c. Supervise and guide the operation and maintenance of the Handholding Portal as well as online and offline MIS.
 - d. Ensure standardisation of orientation training module and imparting of various trainings to Progress Partners and Scheme Implementing Departments.
 - e. Manage communication, publicity, outreach activities and documentation pertaining to Handholding Support to Progress Partners.
 - f. Establish and oversee a grievance redressal system for the Scheme.
2. Oversee the implementation of 'Market Support' under the Mizoram Bana Kaih (Handholding) Scheme as per the direction of the Mizoram Agricultural Marketing Board (MAMB).
3. Convey financial requirements associated with the execution of the CEO's terms of reference to P&PID for fund release and follow up with stakeholders to ensure their delivery where applicable. These include - (a) MSPCC meeting expenses including honorarium for full members; (b) Administrative costs for search team, monitoring and supervision exercises conducted by Scheme Implementing Departments; (c) Orientation and technical training expenses; (d) Interest subvention and special package grants to Progress Partners; (e) Price support for priority crops.


Sd/-LALMALSAWMA PACHUAU
Secretary to the Government of Mizoram
Planning & Programme Implementation Department

Memo No. A.60011/485/2025-PLG :

Dated Aizawl, the 10th September, 2025

Copy to:-

1. Secretary to the Governor, Mizoram.
2. Sr. PPS to Chief Secretary, Govt. of Mizoram.
3. P.S to Chief Minister, Mizoram.
4. P.S to Speaker/Ministers/Leaders of Opposition/Deputy Speaker/Minister of State/Deputy Govt. Chief Whip, Mizoram.
5. All Members of Legislative Assembly.
6. P.S to Vice Chairman, Mizoram State Policy Coordination Committee (MSPCC).
7. All Principal Secretary/Commissioner & Secretary/Secretary to the Govt. of Mizoram.
8. P.P.S to Secretary to the Govt. of Mizoram, Planning & Programme Implementation Department.
9. All Administrative Departments, Government of Mizoram.
10. All Heads of Departments, Government of Mizoram.
11. Controller Printing & Stationery with 5 (five) spare copies for publication in the Mizoram Gazette.
12. All Members and Co-opted Members of Mizoram State Policy Coordination Committee (MSPCC).
13. All Members and Co-opted Members of Mizoram Agricultural Marketing Board (MAMB).
14. All members, Mizoram State Policy Coordination Committee.
15. Secretary, MIC/MLA/MPSA/MSEC, Mizoram.
16. Nodal Officer, I&PR Department.
17. Nodal Officers of Partner Banks (SBI, MRB & MCAB).
18. Chief Executive Members, MADC/LADC/CADC.
19. Municipal Commissioner, Aizawl Municipal Corporation.
20. All Boards/Commissioners/Agencies Govt. of Mizoram.
21. Treasury Officer, Aizawl South/ Aizawl North.
22. Website Manager, Planning & Programme Implementation Department (RDB) for uploading in the Department's website.
23. Guard File-12.


(VANLALAUVA)

Under Secretary to the Government of Mizoram,
Planning & Programme Implementation Department