

**PROCEEDINGS OF THE DIRECTOR OF AGRICULTURE , DIRECTORATE
OF AGRICULTURE DEVELOPMENT AND FARMERS' WELFARE,
VIKAS BHAVAN, THIRUVANANTHAPURAM**

(Present : P.S.Radhamony)

Sub: Annual Plan 2018-19 – Scheme for '**Human Resource Development**' -
Continuous Administrative sanction accorded – orders issued- reg:

Read: 1) G.O.(Rt)No. 669/17/AD dated.28.06.2017
2) G.O.(Rt)No. 1150/17/AD dated. 27.11.2017
3) Annual Plan 2018-19

Order No. TP(2)7464/2018

Dated:24.04.2018

Government of Kerala, vide order read 1st and 2nd above accorded Administrative Sanction for the implementation of the scheme '**Human Resource Development**' during the year 2017-18 for an amount of **Rs.275.00 lakhs** debiting expenditure to head of account **2415-01-277-98 (Plan)**.

Objectives

1. To impart training to Department officials and farmers at training centres under the Dept. of Agriculture including SAMETI.
2. To offer specialised training to officials at institutions both within and outside the state.
3. International trainings for top level PGDPHM students
4. Organizing seminars, workshops etc as part of capacity building measures.
5. Deputation of officers for post graduate studies in selected fields of specialization.

As per the Annual Plan 2018-19, the scheme is proposed to be continued during the current financial year with a budget allocation of Rs.275.00 lakhs, abiding by the norms and conditions of the Government Orders read above as follows.

Sl. No.	Particulars	Unit of appropriation	Rate (Rs)	No. of trainings	Amount (Rs. in lakhs)
1	Training to officials through training centres of the department	34 OC	53200	150	79.80
2	Training to farmers	34 OC	48700	160	77.92

3	Specialised training programmes, seminars, workshops and meeting, including TA	04 TE-1 Tour TA		27.50
		OC		14.78
4	Capacity building through national level institutions and MDP at SAMETI	34 OC		75.00
Total				275.00

Detailed programme is furnished below.

1) Training to officials through training centres of the Department (Rs.79.80 lakhs)

It is proposed to impart training to officials of the department through the following training centres under the department.

Sl. No.	Training centre	Area of jurisdiction
1	RATTC, Kazhakuttom, Trivandrum	Trivandrum, Kollam
2	RATTC, Kozha, Kottayam	Kottayam, Idukki
3	RATTC, Vytilla, Ernakulam	Ernakulam, Thrissur
4	RATTC, Malampuzha, Palakkad	Palakkad, Malappuram
5	RATTC, Thaliparambu, Kannur	Kannur, Kasargod
6	FTC, Pandalam, Pathanamthitta	Pathanamthitta, Alappuzha
7	FTC, Vengeri, Kozhikode	Kozhikode, Wayanad
8	RTTC Vellayani, Thiruvananthapuram	State level
9	RBD and TC, Vellayani	State level

Capacity building programmes on advanced technologies will be conducted by imparting training to the officials of the department to carryout scientific agricultural development programmes more efficiently. The Kerala Agricultural University and other research centres have developed various improved and new technologies, which have to be disseminated to the field functionaries and farmers through training programmes. Through these programmes, extension personnel would be exposed to new technologies in the field of post-harvest technology, bio-fertilizers, Integrated Pest Management, Integrated Nutrient Management, Agro processing, Value addition, organic farming, nursery techniques, homestead farming, cultivation of medicinal plants, quality control, indoor gardening, production technology of important crops, high tech agriculture, Biogas development etc. The training on specific subjects will be conducted in the training centres to which subject matter specialists/faculty of reputed institutions such as

Kerala Agricultural University, Central Government Research Institutions etc., and also of the Department of Agriculture will be invited to conduct classes awarding honorarium @ Rs. 400 per hour. The cost of training materials includes cost of pen, writing pad, printed materials etc., required for the respective training course. The contingent expenses are meant for purchase of stationery, preparation of handouts, communication and correspondence, POL, arranging audio visual systems, inaugural function etc. Field visits have also been envisaged in some training programmes for which provision has been provided. The expenditure of the training can be met from the provisions of this scheme.

The financial allocation for the training having 3 days duration with 30 participants is given below.

Sl. No	Item	Rate (Rs.)	Quantity/ Nos.	Amount (Rs.)
1	Training material and stationery	150/head	30	4500
2	Honorarium to faculties	400/hour	18 hours	7200
3	The allowances for travel expenses	200/day	200x30x3	18000
4	Food & refreshment	150/head	150x30x3	13500
5	POL and other contingencies including hiring of vehicles as per requirement	10000	1	10000
	Total			53200

An amount of **Rs. 79.80 lakhs** is earmarked for conducting 150 training programmes to officials through training centres of the Department.

2) Training to Farmers (Rs.77.92 lakhs)

It is proposed to impart training to farmers regarding adoption of improved modern technologies and techniques in their fields so as to achieve higher production and productivity in agriculture sector.

The expenses for each of the training program proposed as given below.

Sl. No	Item	Rate (Rs.)	Quantity/ Nos.	Amount (Rs.)
1	Training material and stationery	150/head	30	4500
2	Honorarium to faculties	400/hour	18 hours	7200
3	Contingencies including travel allowances to farmers	150/day	150x3x30	13500
4	Food & refreshment	150/head	150x30x3	13500

5	POL and other contingencies including hiring of vehicles as per requirement	10000	1	10000
	Total			48700

An amount of **Rs. 77.92 lakhs** is earmarked for conducting 160 training programmes to farmers through training centres of the Department.

3) Specialised Training Programmes to Officers (Rs.42.28 lakhs)

It is proposed to depute technical officers of the Department to short term training courses in institutions such as Kerala Agricultural University, IIHR Bangalore, MANAGE – Hyderabad, IRMA – Anand and other national institutions to upgrade their technical and managerial competence.

It is proposed to depute Senior technical officers for post graduate courses in Agricultural Extension, Agricultural Economics, Entomology, Plant Pathology, Agronomy and Soil Science in KAU for facilitating the implementation of extension schemes. KAU will reserve separate seats for the deputed candidates for the 6 courses. The HRD schemes also will be coordinated by the Project Director, ATMA for convergence at district level.

The course fees, demanded by these institutions for post graduate courses will be paid from the provision of the scheme. The officers deputed for post graduate courses should not exceed the age of 45 years and should have a minimum of 10 years continuous service. After the completion of the courses the officers deputed should serve the Department of Agriculture a minimum period of 5 years. A bond in stamp paper should be executed for this effect before attending the courses.

It is also necessary to depute the senior officers to attend workshops, seminars and conferences at national level. The expenditure connected with this item can also be provided from this scheme.

An amount of **Rs.42.28 lakhs** is proposed for the above component as detailed below.

Sl. No.	Particulars	Unit of appropriation	Amount (Rs. in lakhs)
1	Specialised training programmes, post graduate courses, seminars, workshops and meeting etc.	04 TE - 1Tour TA	27.50
		34 OC	14.78
	Total		42.28

**4) Capacity building through national level institutes and MDP at SAMETI
(Rs.75.00 lakhs)**

Capacity and competence building programmes in tune with the changing times will have to be organised by SAMETI, replacing the redundant and ritualistic training programmes. Global changes in agriculture will have to be reflected in the capacity building programmes organised by SAMETI. Frontier areas including Agri Business Incubation, consultative consortium, supply and value chain management, development and management of niche markets, organic agriculture promotion, fortified food production, agile monitoring and evaluation tools, impact assessment of capacity and competence development programmes, precision and Hi-tech Agriculture, Horticulture, Fisheries, Dairying, ecological engineering, social engineering including social capital development and group mobilisation, micro irrigation, safe food production, urban & peri urban agriculture, inclusive agripreneurship development, etc have to be given the major thrust.

To cater to these requirements and to make SAMETI a National Centre of Eminence, the following proposals are put up marking a paradigm shift in the training programmes of SAMETI.

a) Management Development Programmes (MDP) - Rs.15.00 lakhs

Five batches of MDP are proposed for the officers of Agriculture, Animal Husbandry and dairy & Fisheries Sector (3 batches for officers of Agriculture Department, one batch each for Animal Husbandry and Dairy Department officers). 30 participants are proposed in each batch.

The component wise fund requirement of MDP proposed is as follows:

Sl. No.	Item of expenditure	Amount (Rs. in lakhs) per batch	Amount (Rs. in lakhs) for 5 batches
1	Reference material, audio visual aids, stationery & documentation charges	0.50	2.50
2	Food and light refreshments charges for participants @ Rs.500/-day for 3 days	0.45	2.25
3	TA & DA for resource persons	0.60	3.00
4	Honorarium for resource persons	0.60	3.00
5	Local hospitality charges for resource persons	0.35	1.75
6	Other contingent charges	0.50	2.50
	Total	3.00	15.00

An amount of **Rs.15.00 lakhs** is proposed for this purpose.

b) Induction training to newly recruited Agricultural Officers Rs.50.00 lakhs

Newly recruited Agricultural Officers are mostly those coming out raw fresh from college and they are not aware about service matters, office management, scheme implementation etc. Since this a responsible job involving management of people, finance etc, an induction training to these new recruits will certainly benefit both the trainees as well as the Department. The former will be better equipped to face the challenges in the employment and perform with more confidence and correctness which will give the latter (Government) a good image among the public.

Hence it is proposed to conduct Induction training to newly recruited Agricultural Officers in 2 batches of 30 each. Duration is for 3 months for each batch. The financial requirement is as follows:

Sl. No.	Item of expenditure	Amount proposed per batch (Rs.in lakhs)	Amount proposed for 2 batches (Rs.in lakhs)
1	Training materials for practicals @Rs.1000/ per head.	0.30	0.60
2	Food @Rs.400/head/day	10.80	21.60
3	Accommodation @Rs.250/head/day	6.75	13.50
4	Honorarium to faculty @Rs.500/day for 6 persons	2.70	5.40
5	Field visit for practicals including transportation of resource	3.00	6.00
6	Contingency and miscellaneous expenditure	1.00	2.90
	Total	25.00	50.00

A total amount of **Rs.50.00 lakhs** is proposed for this component.

c) Collaborative training programmes with national and international institutes - Rs.10.00 lakhs

Collaborative programmes already organised during previous years with the help of NIELIT, Kozhikode which will be scaled up. Massive Open Online courses (MOOC) on ICT applications in Agriculture, dairy, AH & fisheries will be organised for this period. Post Graduate Diploma Course on ICT applications in Agriculture will also be scaled up. The thrust areas will be e- governance, m-Governance and other IT based applications for the speedy and effective agriculture development. An amount of **Rs.10.00 lakhs** is proposed for this purpose.

Abstract for the component - Capacity building through national level institutes and MDP at SAMETI

Sl. No	Item	Amount (Rs. in lakhs)
a	Management Development Programmes (MDP)	15.00
b	Induction training to newly recruited Agricultural Officers	50.00
c	Collaborative training programmes with national and international institutes	10.00
	Total	75.00

Guidelines for training programmes and for selection and deputation of officers

- Officers in charge of training center will prepare training calendar based on actual need of the farmers to make farming an economical activity.
- Training programmes should be intimated well in advance to the Principal Agricultural Officers by officers in charge of the training centres who in turn will depute officers in time.
- Competent resource persons who are having experience and expertise in the respective subjects may be invited to handle classes according to the approved panel of resource persons.
- Detailed course content / syllabus of each training developed at SAMETI is to be made use for the programme.
- Officers who have not attended similar training programmes should be preferred.
- Chances must be given to all officers to attend training programmes.
- Field visit should also be made as a part of the programme. Vehicle can be hired for conducting field visit.
- Principal Agricultural Officers of the Districts shall depute required number of officers for each training programme based on the slots allotted to them by the training centre. The officer in charge of the training centre shall intimate the requirement of trainees for each training to Principal Agricultural Officers well in advance. The list of absentees for the training if any will be reported to Principal Agricultural Officer for further necessary action.

Selection of Farmers

Farmers should be selected not only through Krishi Bhavans but also directly by training centres. A wide publicity through print and electronic media should be given for the selection of farmers to the training programmes. Sufficient time should be given to the farmers to enable them to register their names in the training centre for the training.

Financial Outlay

During the current financial year, an amount of **Rs.275.00 lakhs** is earmarked for the scheme 'Human Resources Development' under the following minor heads.

Major head of account	Minor heads	Amount earmarked (Rs in lakhs)
2415-01-277-98 (PV)	34 OC	247.50
	04 TE-1 Tour TA	27.50
Total		275.00

Abstract of the programme envisaged for 2018-19 is as follows.

Sl. No.	Particulars	Unit of appropriation	Rate (Rs)	No. of trainings	Amount (Rs. in lakhs)
1	Training to officials through training centres of the department	34 OC	53200	150	79.80
2	Training to farmers	34 OC	48700	160	77.92
3	Specialised training programmes, post graduate courses, seminars, workshops and meeting etc.	04 TE-1 Tour TA			27.50
		OC			14.78
4	Capacity building through national level institutions and MDP at SAMETI	34 OC			75.00
	Total				275.00

(Rupees Two crores and seventy five lakhs only)

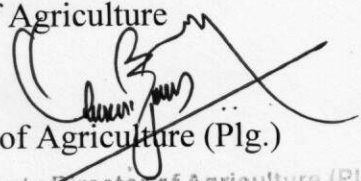
In the above circumstances, Continuous Administrative Sanction is hereby accorded and orders issued for the implementation of the scheme "**Human Resource Development**" during 2018-19 for an amount of **Rs.275.00 lakhs (Rupees Two hundred and seventy five lakhs only)** as detailed above, debiting expenditure to head of account **2415-01-277-98 (Plan)** from current year's budget provision. The scheme shall be implemented abiding by the terms and conditions stipulated in the Government Orders read above.

Since agriculture is a season based activity, timely implementation of the scheme has to be ensured by preparing and publishing the consolidated training schedule in advance.

Monthly progress report should invariably contain component wise physical and financial targets and achievements, number of beneficiaries and the stage of implementation of each component.

Since the Government is giving emphasis to women participation and gender budgeting, maximum efforts have to be made to include women beneficiaries in the scheme. The number of women beneficiaries and the amount utilised for such beneficiaries (component wise) should also be separately shown in the monthly progress report.

Sd/-
Director of Agriculture


Deputy Director of Agriculture (Plg.)

Deputy Director of Agriculture (Plg.)
Directorate of Agriculture
Thiruvananthapuram

To

TE section of the directorate for issue of detailed working instructions

Copy to

TA to Director of Agriculture,

CA to All Additional Directors of Agriculture of the HQ, State
Agricultural Engineer, Senior Finance Officer for information

IT section of the directorate for posting on the website