

**Directorate of Agriculture Development and Farmers' Welfare**

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No: ADFW/5207/2023-ATMA

Date:29/04/2023

**CIRCULAR**

Sub:- Annual Plan 2023-24 – Scheme for Strengthening of Agricultural Extension – “**HR Support to Project Directorates of ATMA**”- Administrative Sanction accorded - Working Instructions issued - reg

Ref:- 1) Annual Plan 2023-24.  
2) G.O. (Rt) No. 383/ 2023/ AGRI dated 25.04.2023

As per reference 1<sup>st</sup> cited above, there is a Budget provision of Rs. 3028.00 lakh for the scheme “Strengthening of Agricultural Extension” under H/A 2401-00-109-80(P) during the year 2023-24. As per reference 2<sup>nd</sup> cited above, Government have accorded Administrative Sanction for the implementation of Scheme “Strengthening of Agricultural Extension” for an amount of Rs.1065 lakh under the H/A 2401-00-109-80(P) during 2023-24. An amount of Rs. 320 lakh has been set apart for the component 'Strengthening Project Directorates of ATMA including, HR Support, ATMA Activities and Operational Support' under the Head of Account 2401-00-109-80(P).

The sub component '**HR Support to Project Directorates of ATMA**' is envisaged for hiring of manpower for the effective extension delivery and for implementation of Central and State extension schemes. The scheme includes HR Support to Project Directorates, Head Quarters, Farmer Training Centres, provision of honorarium and travel expenses to faculties engaged in RATTCS and FTCs and providing course material for trainees at RATTCS and FTCs and miscellaneous expenses at HQ. An amount of **Rs. 212.373 lakh** (Rupees Two hundred and twelve lakh thirty seven thousand three hundred only) has been set apart under the **Head of Account 2401-00-109-80(P)**.

**Objectives:-**

- 1.Man power support for Extension services.
- 2.Empowering the extension personnel for effective implementation of Extension schemes.
- 3.Supporting the training programmes of Farmer Training Centres by providing technical hands.

**Programme:-**

The various components under this programme are as follows:

**1. Honorarium to District Technology Managers in Agriculture and allied sectors (Rs. 167.373 lakh)**

There are 45 District Technology Managers (DTMs) engaged in 14 districts and Head Quarters, out of which, 23 DTMs engaged in 14 districts and 2 DTMs in Head Quarters are from Agriculture Sector and 20 DTMs are from allied sectors i.e., 14 DTMs (one each in 14 districts) in Animal Husbandry and 6 DTMs in Fisheries in Thiruvananthapuram, Kollam, Alappuzha, Thrissur, Kozhikode and Kannur districts. The total amount set apart for providing honorarium and other eligible allowances to DTMs is **Rs. 167.373 lakh** (honorarium @ Rs. 30,995/-per month).

The District Technology Managers will co-ordinate technology management activities at block level. They will also perform data consolidation work and create a real time databank of field level problems and enquiries. They will be responsible to record the outcomes of meetings and seminars and various field problems for onward transmission to higher authorities. The District Technology Managers strengthen and support the extension activities at district level and DTMs at State Level Nodal Office will co-ordinate the activities in the state level by collecting the required information from all the districts. All reports on ATMA and other extension activities will be collected by DTMs at districts and State Nodal Office.

All District Technology Managers should necessarily visit maximum number of Farm Plan plots in their respective districts and assist the Project Directors (ATMA) in the implementation of Farm Plan scheme in farmers' fields, provide solutions for farmers' problems at field level in coordination with Block Technology Managers and Assistant Technology Managers. DTMs should collect all the details regarding farm plans and submit to higher authorities when needed. They should actively take part in formation of Krishikkootams and keep all the records related to Krishikkootams and FPOs. They should also work for the creation of Production, Value addition and Service provider Krishikkootams at Panchayat level.

**2. Human Resource Support at FTC, Pandalam and Vengeri (Rs. 14.1768 lakh)**

Technical Officers with B.Sc (Agri.) qualification, two each at FTC Vengeri and Pandalam are engaged on contractual basis with an honorarium of @ Rs.29535/-per month. An amount of Rs. **14.1768 lakh** is set apart for this component. The Technical Officers should necessarily assist in the creation of

Krishikkootams and FPOs . They should visit Farm Plan Plots , report field level implementation problems to the authorities concerned and keep records regarding the Farm plan plots, Production, Value addition and Service Provider Krishikkootams and FPOs. They should work in correlation with the District Technology Managers in their respective districts.

### **3. Honorarium and travel expenses to faculties engaged in RATTs and FTCs (Rs. 14.00 lakh)**

An amount of Rs.14.00 lakh is set apart for meeting the honorarium and travel expenses to faculties engaged in RATTs and FTCs.

### **4. Providing course material for trainees at RATTs and FTCs & Miscellaneous expenses at HQ (Rs. 16.8232 lakh)**

An amount of **Rs. 16.8232 lakh** is set apart for this component . This amount will be given to districts as per the requirement of Training Centres. The balance amount after the disbursement to training centres under this component can be utilized for meeting the Miscellaneous expenditure at HQ.

#### **Financial Outlay:**

The total financial outlay for the implementation of the scheme during 2023-24 is detailed below.

<b>Sl. No.</b>	<b>Details</b>	<b>Amount (Rs.In lakh)</b>
1	Honorarium to District Technology Managers in Agriculture and allied sectors @ Rs.30,995/month	<b>167.373</b>
2	Human Resource Support at FTC, Vengeri and Pandalam @ Rs. 29,535/month	<b>14.1768</b>
3	Honorarium and travel expenses to faculties engaged in RATTs & FTCs	<b>14.00</b>
4	Providing course material for trainees at RATT & FTC & Miscellaneous expenses at HQ.	<b>16.8232</b>
<b>TOTAL</b>		

	<b>212.373</b>
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During the current year 2023-24 an amount of **Rs. 212.373 lakh** (Rupees Two hundred and twelve lakh thirty seven thousand three hundred only) is set apart for the implementation of the scheme **“Human Resource Support to Project Directorates of ATMA”** which can be met from the budget provision under **H/A 2401-00-109-80(P)**.

**Monitoring and Evaluation:-**

The scheme will be implemented by the Project Director, ATMA in the districts and the Deputy Project Director, ATMA will assist in implementation and monitoring of all activities in Human Resource Support to Project Directorates of ATMA.

The overall monitoring of the scheme will be done by the Principal Agricultural Officer at District Level. The Monthly Progress Report regarding 3<sup>rd</sup> and 4<sup>th</sup> component should be collected by the Deputy Director of Agriculture (E&T) from RATTC/FTC and should be handed over to PD, ATMA. The consolidated Monthly Progress Report of the scheme should be submitted to State Nodal Cell in the email ID nodalatmakerala@gmail.com on or before the 5<sup>th</sup> of succeeding month by the Project Director, ATMA. At State level, the scheme will be managed and monitored by Additional Director of Agriculture (Extension).

**The following General Conditions should be followed, wherever applicable:**

- i. All rules, formalities and procedures shall be strictly followed for the implementation of the scheme. The norms of financial propriety shall be adhered to.
- ii. The expenditure will be met only from the provision available under the appropriate head of account.
- iii. The fund release shall be based on actual requirement and the fund released should not be parked in banks.
- iv. Store Purchase Rules shall be strictly adhered to for all kinds of purchases.
- v. Tender/e-tender and other stipulated formalities shall be followed wherever necessary.
- vi. Post creation and purchase of vehicles are not admissible under the scheme.
- vii. The implementing agencies shall prepare an implementation schedule to complete the project in time and send regular progress reports on financial and

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physical  
Progress on a quarterly basis.

viii. The Director, Agriculture shall sign an MoU with the concerned implementing agencies of the scheme before releasing the funds. It should also be ensured that the Utilization Certificates pertaining to all schemes are submitted by the agencies in time.

ix. AIMS portal registration for all the plan schemes and Digital Soil Health Card is mandatory.

The district wise targets are furnished in Annexure - I

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**ANJU K S IAS**  
**DIRECTOR**

- Encl: 1) All Principal Agriculture officers  
2) All ATMA Project Directors  
3) The Deputy Directors of Agriculture- RATTTC, Kazhakkootam, Kozha, Vythilla, Malampuzha and Thaliparamba  
4) The Deputy Directors of Agriculture-Farmers' Training Centres, Vengeri and Pandalam

- Copy 1) TA to Director of Agriculture  
to: 2) CA to All Additional Directors of Agriculture  
3) CA to All Joint Directors of Agriculture  
4) DDA(IT) for uploading in the website  
5) Planning section  
6) SW section- for updating in PLANS SPACE  
7) Stock File/Spare

### Annexure – I

#### DISTRICT WISE FINANCIAL TARGETS

Sl. No.	Name of District	Honorarium to District Technology Managers (Rs in lakh)	Human Resource Support at FTC, Pandalam and Vengeri (Rs in lakh)	Honorarium and Travel Expenses to Faculties Engaged in RATTTCs & FTCs (Rs in lakh)	Providing Course Material for Trainees at RATTTC & FTC and Miscellaneous Expenses at HQ (Rs in lakh)	Total (Rs in lakh)

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1	Thiruvananthapuram	11.1582		2.00000		13.1582
2	Kollam	11.1582				11.1582
3	Pathanamthitta	7.4388	7.0884	2.00000		16.5272
4	Alappuzha	14.8776				14.8776
5	Kottayam	7.4388		2.00000		9.4388
6	Idukki	14.8776				14.8776
7	Eranakulam	7.4388		2.00000		9.4388
8	Thrissur	11.1582				11.1582
9	Palakkad	11.1582		2.00000		13.1582
10	Malappuram	14.8776				14.8776
11	Kozhikkode	14.8776	7.0884	2.00000		23.966
12	Wayanad	11.1582				11.1582
13	Kannur	14.8776		2.00000		16.8776
14	Kasargod	7.4388				7.4388
15	HQ	7.4388			16.8232	24.262
<b>TOTAL</b>		<b>167.373</b>	<b>14.1768</b>	<b>14.00000</b>	<b>16.8232</b>	<b>212.373</b>

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ANJU K S IAS  
DIRECTOR


State Director of Agriculture (AR & V)  
Directorate of Agriculture,  
Vijaya Bhavan, Thiruvananthapuram