

CIRCULAR

Sub:- Annual Plan 2018-19- Innovation fund for coconut year programme under the Scheme for Coconut Development - **Organising coconut farm schools to promote awareness among farmers in the scientific management of coconut gardens** - working instruction issued – reg.

Ref:- G.O (Rt) No 799/2018/AGRI dated Thiruvananthapuram 02-08-2018

1.Introduction:-

During the current financial year, there is a budget provision of Rs.5000.00 lakhs under the head of account **2401-00-103-87 (P)** for the scheme 'Coconut Development'. Out of this an amount of Rs.200.00 lakhs is earmarked for the component 'Innovation fund for coconut year programmes'. As per the reference cited, Government accorded administrative sanction for the project proposal - **"Organising Coconut farm schools to promote awareness among farmers in the scientific management of coconut gardens"** for amount of Rs.46.00 lakhs as part of the above component.

2. Objectives :-

- 2.1 Promote awareness among farmers in the scientific management of coconut gardens
- 2.2 Promote unity and group activity and creative interaction among coconut farmers
- 2.3 Facilitate the augmentation of production and productivity of the crop in the State.
- 2.4 Ensure prosperity of coconut sector and better income for the farmer.

3. Selection of the farm for conducting farm school:- The programme of the Farm School has to be discussed both in the Grama Panchayat Committee and Agricultural Development Committee for wider publicity and ensuring multi stake holder participation. The applications are to be collected in unified format of e-payment application which is in vogue now. The selection of the farm has to be done as per the criteria mentioned in the clause 3.3 and a scoring is to be done as per the instructions for finalisation.

3.1 Minimum area – 1 acre with more than 80 per cent yielding palms and at least 80 percentage land area is utilised for intercropping in a more or less scientific manner. The farm selected must be one single plot having potential for scientific improvement.

3.2 The concerned Assistant Director of Agriculture should personally verify the selected plots and / or shortlisted plots and examine the feasibility of converting it as a Farm School and offer their remarks in writing in the concerned scheme file of the respective Krishi bhavans. The file shall contain the minutes of the meetings,

proceedings, directions from the higher officials, directions to the staff, their compliances, reports etc., in the proper file keeping manner.

3.3 The scoring procedure for the selection of the Farm for farm school

For selecting ideal farm for conducting farm school, the following procedure shall be adopted.

Sl. N o.	Selection Criteria	Max. marks	Marks given	Remarks
1	Accessibility (Near National Highway, State Highway, near to the LSG Head Quarter etc.). The participants and the facilitators can reach the plot without much difficulty and for meeting the requirement of demonstration value.	20		
2	Plant density (as per PoP recommendations, below, above)	15		
3	Extent of inter cropping (100%, 75%, 50%, 25%)	20		
4	Extent of management (irrigation, nutrition, pest & diseases, cultural practices etc)	20		
5	Infrastructure facilities for conducting meeting at the owner's residence or in the farm	20		
6	Overall appearance of the farm	5		
	Total	100		

The farms are to be examined based on the above parameters and they have to be short listed and the procedure mentioned 3.2 is to be followed for final selection.

4. For effective implementation and monitoring, an Agricultural Assistant shall be put in full charge of implementation. He/she would be the custodian of the respective file and records also.

5. The facilitator for the Farm Schools shall be the respective Agricultural Officers. However, the farmers may also be involved in the facilitation process to generate the feeling of ownership among them.

6. The number of participants is limited to 30 persons per farm school. The participants must be bonafide coconut cultivators willing to regularly attend the farm school and also willing to adopt the knowledge acquired from the farm school in their own farms on their own and thereby form a source of motivation to nearby farmers also.

7. A total of 14 sessions should be conducted at the rate of one per week for consecutive 14 weeks, soon after the selection of participants. The topics for the sessions are presented in clause 8. The classes should be conducted preferably on every Mondays but another suitable day can also be selected and regularly followed as per the convenience of the facilitator, trainers and participants.

8. The coconut farm school will handle the following topics relating to coconut by devoting one day for each topic. The theory classes would be in the morning and the related practical sessions in the afternoon.

8.1 Sanitation in coconut gardens and seasonal cultural practices to be adopted

8.2 Familiarisation of pests of coconut and integrated pest management

8.3 Familiarisation of diseases affecting coconut and integrated disease management methods

8.4 Integrated nutrient management in coconut

8.5 Nutritional deficiencies in coconut and their management

8.6 Different types of organic manures and on farm production of organic manures

8.7 Different varieties of coconut and their characteristics and merits

8.8 Quality seedling production - Identification of mother palms, procurement of seed nuts and nursery management, selection of quality seedlings

8.9 Hybridisation in coconut - emasculation, pollination, hybrid seed nut production

8.10 Role of irrigation in coconut and various methods of irrigation with focus on water use efficiency, including micro irrigation

8.11 Soil and water conservation methods in coconut gardens including water harvesting structures, soil moisture conservation by husk burial etc

8.12 Mechanisation in coconut gardens - familiarisation of various machines for land preparation, basin formation, weeding, harvesting - visits/ videos/ talks etc.

8.13 Value added products of coconut and opportunities for value addition ventures

8.14 Exposure visit to research stations/ Government farms/ other trusted institutions within the State

9. There should be a ceremonial inauguration for the Farm School on the first day of the school for which the Grama Panchayat President and the Ward member/ councillor can be invited. No extra funds would be provided for the same.

10. A field day would also be celebrated along with the events of the concluding day, where a comprehensive report on the farm school should be presented by the facilitator, followed by experience sharing by the participants. District level officials from the Principal Agricultural Office and office the Project Director ATMA should attend the concluding session for its evaluation, to take note of the outcome and also

to refer any unresolved issues to the higher authorities. Researchable issues should be referred to the research institutions by the concerned Project Director ATMA. A copy of the report presented / documented and researchable issues identified should be submitted to the Director of Agriculture with the specific remarks either by the concerned Principal Agricultural Officer / Project Director, ATMA. The record keeping and reporting formats are presented in clause (11) below.

11. The events and observations of the Coconut Farm School are to be reported and documented properly. The reporting format is presented below.

Sl. No	Date of the class	No. of farmers attended	Topics covered	Activities practised	No. of farmers adopted	Anticipated benefits

There should be a field diary kept at the lead farmers home where the farm school is running, indicating the details of the classes and should be maintained by the Agricultural Assistant in charge and periodically inspected by the Agricultural Officers and higher officials.

12. Financial Outlay:-

An amount of Rs.50,000/- is earmarked for each farm school. Split up of the same is furnished below for compliance.

Sl. No.	Particulars	Rate of assistance (Rs)	Total Assistance for one farm school (Rs)
1	Refreshment charges for coconut farm school - 30 participants @Rs.100/head/day	Rs.3000/day for 14 days	42000
2	Honorarium to resource persons / experts	As per RATTC or SAMETI norms	3000
3	Purchase of training materials	Registers, note pads, pen etc.	2000
4	Exposure visit to research institutions/ govt. farms/ other trusted institutions within the State	Can be arranged with beneficiary contribution also	3000
	Total		50000

However savings, if any, from the rate prescribed for any component can be utilised to meet the additional expenses under any other component.

A total amount of **Rs.46.00 lakhs** is earmarked for the conduct of 92 coconut farm schools @ Rs.50,000/- per school under the head of account **2401-00-103-87 Plan**.

13. General instructions:-

The following general instructions are issued for organising coconut farm schools.

13.1 The guidelines and technical support for conducting Farm Schools are appended along with this circular. These guidelines are published by FAO and suitable modifications and extension methodologies can be adopted by the facilitators as per their extent of skills and experience. Suitable directions shall be issued by the concerned Assistant Directors from time to time regarding improving the efficacy of this extension methodology.

13.2 For the smooth functioning of the farm school, $3/4^{th}$ of the total amount allocated can be drawn as advance and the remaining $1/4^{th}$ can be drawn on completion of the farm school duly adjusting the final bill.

13.3 Farm schools can be implemented in panchayats having Keragramams as well as in other selected grama panchayats, ensuring united and collective activity of participants.

13.4 Awareness and adoption of scientific practices by participants in their own farms before and after the farm school has to be assessed and documented.

13.5 The expertise and technical guidance of the team engaged by CPCRI at district level for the collaborative project on production of dwarf and hybrid coconut seedlings can be availed for handling practical sessions in hybridisation and quality seedling production.

13.6 The Agricultural Officer of Krishi Bhavans will be responsible for effective implementation of the scheme at Panchayath level. The Assistant Director of Agriculture will monitor the scheme at block level and Deputy Director of Agriculture (YP) at district level. The Principal Agricultural Officer will supervise the scheme implementation at the district level. The Additional Director of Agriculture (CP) will monitor the scheme at State level. The ADA will submit the block wise report to the DDA (YP) who in turn will submit a detailed report in Annexure-1 to the Additional Director of Agriculture (CP) by the 5th of every succeeding month. (Reporting and official correspondence in respect of this scheme should be made in the email id adatbagridir@gmail.com).

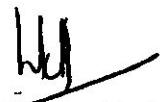
13.7 The physical and financial targets for coconut farm schools is appended. (Annexure-2).

13.8 The Principal Agricultural Officers shall furnish a detailed completion report including the no.of beneficiaries (male, female, SC/ST, general) and utilization

certificate in prescribed format (Annexure-3) immediately on completion of the scheme.

13.9 The expenditure in this regard shall be debited to head of account 2401-00-103-87 Plan from current years budget provision.

Sd/-
Director of Agriculture


Deputy Director of Agriculture (CD)
Agricultural Development and
Farmers Welfare Directorate
Vikas Bhavan, Tvm - 33

To

All Principal Agricultural Officers and Project Directors, ATMA for information and necessary action.

Copy to

TA to Director of Agriculture

CAs to Addl.DA(Plg), Addl.DA(CP), Addl.DA(Farms), Addl.DA(Extn), Addl.DA(Mktg), State Agriculture Engineer.

CAs to All Joint Directors of Agriculture of HQ

Planning Section, TV(3) section, Finance section of HQ

Principal Information Officer, FIB, Thiruvananthapuram

IT Cell for publishing in the website.

Stock file / spare

(Annexure -1)

Innovation fund for coconut year programme under the scheme for coconut development 2018-19 – Organising Coconut Farm Schools (CFS)

H/A 2401-00-103-87 Plan

PROGRESS REPORT FOR THE MONTH OF -----

DISTRICT -

Sl: No	COMPONENTS	Physical no.s	PHYSICAL (no.s)		FINANCIAL (Lakhs)		REMARKS
			TARGET	ACHIEVEMENT	TARGET	ACHIEVEMENT	
1	Cocont Farm Schools						
2	No.of CFS constituted						
3	No.of inauguration conducted						
4	No.of sessions conducted						
5	No.of field days conducted						

Principal Agricultural Officer

Physical & Financial target (Annexure- 2)


Innovation fund for coconut year programme under the scheme for coconut development 2018-19 – Organising Coconut Farm Schools (CFS)
H/A 2401-00-103-87 Plan

Sl: No	District	No. of KBs	No. of Keragramams allotted	Target for Coconut Farm Schools	
				Physical (no.s)	Financial (Rs in lakhs)
1	Thiruvananthapuram	89	3	4	2.00
2	Kollam	78	8	9	4.50
3	Pathanamthitta	57	0	1	0.50
4	Aleppey	78	5	6	3.00
5	Kottayam	79	2	3	1.50
6	Idukki	53	0	0	0.00
7	Ernakulam	97	3	4	2.00
8	Thrissur	105	9	10	5.00
9	Palakkad	95	8	9	4.50
10	Malappuram	108	15	16	8.00
11	Kozhikode	81	12	13	6.50
12	Wayanad	26	0	1	0.50
13	Kannur	89	6	7	3.50
14	Kasaragod	41	3	4	2.00
	Total	1076	74	87	43.50

NB:- Balance 5 CFS will be allotted later

Sd/-

Director of Agriculture


 Deputy Director of Agriculture (CD)
 Agricultural Development and
 Farmers Welfare Directorate
 Vikas Bhavan, Tvm - 33

(Annexure-3)

**COMPLETION REPORT- Innovation fund for coconut year programme under the scheme for
coconut development 2018-19 – Organising Coconut Farm Schools (CFS)
H/A 2401-00-103-87 Plan**

DISTRICT -

Sl: No	COMPONENTS	PHYSICAL(no.s)		FINANCIAL (Rs in Lakhs)		No.of beneficiaries					
		TARGET	ACHIEVE MENT	TARGET	ACHIEVE MENT	Male			Female		
						Gen	SC/ST	Total	Gen	SC/ST	Total
I.	Coconut Farm School										

Principal Agricultural Officer

UTILIZATION CERTIFICATE

Certified that an amount of Rs---(Rupees...only) received under the head of account 2401-00-103-87 Plan for Coconut Development Scheme ("Organising Coconut Farm Schools (CFS) during the year 2018-19 has been fully utilized for the purpose for which it was allotted.

Principal Agricultural Officer