

**C I R C U L A R**

Sub: - Agriculture Development and Farmers' Welfare Department Annual Plan 2020-21 - **Scheme for Office Automation and IT Infrastructure – Cyber Extension** - Working Instructions issued- Reg.

Ref :- 1. G.O (Rt) No.605/2020/AGRI, Dated:30/06/2020 of Agriculture (Farms) Dept.

As. per reference cited 1<sup>st</sup> above, Government of Kerala has accorded Administrative Sanction for the Scheme "Office Automation and IT Infrastructure" - Cyber Extension for an amount of **Rs.4.80 lakhs** under the **Head of Account 2401-00-001-86-00-99-00 (P)**. Detailed working instructions for the implementation of the component of the scheme are as follows:

**Cyber Extension**

To strengthen the existing cyber extension facilities following activities are to be performed utilising the amount earmarked under this component.

- 1 Upgradation, Repair of computer and Procurement of Accessories and Consumables for existing computers based on actual needs.
- 2 Maintenance of Department website, Applications Development and expenses related to hosting website, security auditing of various applications of Department of Agriculture Development and Farmers' Welfare.
- 3 Purchase of books, magazines and other publications related to IT, e-Governance, modern digital extension techniques, social media applications in Agriculture etc for Cyber Extension Centers. Purchase of Equipments, Hardware and Software for IT and e-Governance training infrastructure, Agricultural Knowledge Management and Repair and Maintenance & AMC of computer Lab items, Extra Connectivity/bandwidth pumping to network for training and Special connections for Computer Labs from high speed connectivity providers, Connectivity Account Charges etc
- 4 Purchase of books, Subscribing Magazines, CD's, DVDs, Blue Ray Discs, Training Materials etc related to IT and e-Governance subjects.

- 5 AMC for IT and Communication Infrastructure, Hardware Items at Directorate and Computer Labs/other offices, Software licenses and AMC for virtual Class rooms, Purchase of Software for extension and Security in offices of Agriculture Department.
- 6 Site preparation including furniture and Networking of the present infrastructure at various offices for optimum efficiency and synergy in IT and e-Governance operations.
- 7 Security Auditing of Department Software Assets and regular maintenance

Implementation of this component is through the IT Division of the Directorate of Agriculture and 14 Principal Agricultural Offices

**Financial Outlay for the component (Cyber Extension)**

Sl No	Item	Amount (Rs in lakhs)
1	Cyber Extension	4.80
	<b>Total</b>	<b>4.80</b>

Director of Agriculture reserves the right of intra component change, without affecting the total financial outlay for the component. Deputy Director of Agriculture (Extension & Training) of the Districts will be in charge of the implementation of the scheme "Office Automation and IT Infrastructure" at the District Level. At the State Level, Additional Director of Agriculture (Extension) will monitor the implementation of the scheme.

The expenditure in this regard will be met from the budget provision available under the **Head of Account 2401-00-001-86-00-99-00 (P)**

Sd/-  
Director

Department of Agriculture Development & Farmers' Welfare

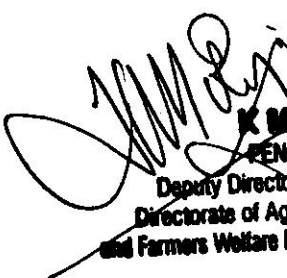
To

All Additional Directors of Agriculture, HQs.

All Principal Agricultural Officers and DDA (E&T)'s  
(PAOs are directed to communicate the circular to all Assistant Directors of Agriculture, Agricultural Offices and Heads of all other offices under your control)

TA to Director of Agriculture

DDA (IT) for publishing in the Website

  
**K M RAJU**  
 PEN: 417216  
 Deputy Director of Agriculture (IT)  
 Directorate of Agriculture Development  
 and Farmers Welfare Department, TVPM- 695033