

Directorate of Agriculture Development and Farmers' Welfare

Vikas Bhavan, Thiruvananthapuram - 695033

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No:ADFW/10406/2022-TV2

Date:19-10-2022

CIRCULAR*Abstract*

A new Scheme entitled 'Establishment of 'Smart Krishi Bhavans' is sanctioned for providing information on all aspects related to agriculture development from crop planning, production planning, marketing, value addition, agripreneurship, information on credit, welfare programmes, insurance support, promotion of start-ups and dissemination of technology to the farmers and to those interested in farming with the help of ICT tools and platforms- necessary administrative sanction was accorded for its implementation and hence this circular.

Sub:- Annual plan - 2022-23 - Establishment of Smart Krishi Bhavans - instructions for its implementation - issued - reg

Ref:- 1) G.O.(Rt)No.539/2022/AGRI Dated. 16.06.2022

2) G.O.(Rt)No.1659/13 dated 19.09.13

INSTRUCTIONS**Scope, extent and objectives**

The Government have expanded the functional structure of Local Self Governance Institutions and also devoted 40 per cent of the Plan Budget to the LSGI. Out of this, 30 per cent is to be spent on agriculture and allied activities. It is the duty of the Agricultural Officer to formulate projects as per the guidelines issued by the LSGD and to implement them through Krishi Bhavans. In the present situation, the Agricultural Officer hardly gets any time for field visits and facilitate farmers. The present scheme is to modernize and improve the functional efficiency of Krishi Bhavans through e-governance and application of technology. Efficient and timely delivery of services to the farming community with traceability, accuracy and speed are the ultimate objectives. As per reference I cited above, administrative sanction has been accorded for the implementation of the Scheme "Strengthening of Agricultural Extension -Component Smart Krishi Bhavans." for an amount of Rs. 1000.00 lakh under the H A 2401-00-109-80 (P).

The components of the scheme are as follows:

Sl No.	Name of the component	Number of units	Total Amount (Rs.in Lakh)
1	Installation of front office cum information center including limited furnishing	28	210

2	Installation of Plant Health Clinics	28	140
3	Upgradation of Plant Health clinics		
4	Digital resource mapping of the panchayat and integration with the land revenue data	28	140
5	Renovation of Krishi Bhavans and limited furnishing	28	280
6	Providing smart card for farmers	28	60
7	Providing sufficient IT infrastructure	28	70
8	Digital platform for Krishi Bhavan functioning		100.00
	TOTAL		1000.00

The following instructions are issued for the smooth conduct of the programme and for compliance at all levels without delay in implementation.

1. Selection of Krishi Bhavans for converting them to SMART Krishi Bhavans in the first phase.

(a) The undersigned has already selected Krishi Bhavans throughout the State (the list attached as Appendix I) considering various factors of their suitability to be operated as SMART Krishi Bhavans. The officers in charge of these Krishi Bhavans shall prepare a detailed action plan and necessary estimates based on this circular in consultation with the respective Assistant Directors of Agriculture at the Block level.

(b) Necessary meetings shall also be conducted with the people's representatives including MLAs of the Assembly constituency, President / Chairperson of respective LSGIs and they shall be apprised about the Action plan by the Assistant Director of Agriculture and concerned Agricultural Officer / Agricultural Field Officers. Integration with LSGI funds, MLA funds etc., are desirable and the minutes of the meeting shall be communicated to the respective Project Director (AFMA) and Principal Agricultural

Officer of the district.

2. Establishment of front offices

(a) A front office is to be installed in the selected Krishi Bhavans for providing first-hand information about the services offered by the Department of Agriculture and providing service in the online platforms for the Krishi Bhavans. The status of the applications and financial supports would also be provided in the front offices.

(b) Front offices shall be established in a need based manner and these offices are to be supported by suitable IT infrastructure like computer peripherals, connectivity and other hand held devices.

(c) Suitable furnishings can also be undertaken including furniture like tables, chairs, curtains, drinking water facility, panelling, etc., in a need based manner to make the front office attractive and functionally oriented towards the well-being of the visitors.

(d) The publications of the Department and allied sectors, different brochures and information bulletins shall also be a part of the front offices. Attractive shelves, stands, holders etc., can also be included.

(e) The front office shall be attended daily by the interns appointed / suitable office bearers from the registered farmer groups including *Krishikkootams* trained agricultural youth from registered NGOs, etc. However, the charge of it's proper functioning would rest with the Assistant Agricultural Officer / Agricultural Assistant who is in charge of the Head Quarter duty. The Agricultural Officer / Agricultural Field Officers shall pass suitable office orders regarding the same and necessary directions shall be given to them.

(f) The collection of applications, clarification of doubts, answering queries, etc., shall form the other functions of the front office.

(g) Display boards, name boards, digital displays, television and necessary connections etc., can also be installed in a need based manner while establishing front offices.

(h) Minor modifications, partitions, petty constructions, repairing, painting etc., can also be undertaken under this component.

(i) The maximum amount that can be spent for establishing the front office shall be Rs. 7.50 lakh.

(j) The Block Level Assistant Directors of Agriculture shall be the implementing officers and they shall implement the component as per the financial claims, certificates and

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connected documents from the Agricultural Officer / Agricultural Field Officers.

3. Installation / upgradation of plant health clinics.

(a) The concerned Agricultural Officer / Agricultural Field Officers shall take necessary steps to establish / upgrade plant health clinics as the case applicable to them. The directions issued regarding the establishment of plant health clinics as per ref 2nd cited shall be followed in this regard.

(b) An Agro-Pharmacy with the objective of providing immediate solution to the field level problems by addressing the provision of critical materials including chemicals and bio-control agents shall also be established. The recurring expenditure arising in this case shall suitably be met from the project support of LSGIs and /or from the imprest fund allocated to the respective offices. However, a one-time financial support can be met from the current provisions.

(c) The financial provision for the establishment of new plant health clinics is Rs. 5.00 lakh and Rs. 2.50 lakh for the upgradation of the existing ones. The savings on funds arising due to the upgradation of plant health clinics – a maximum of Rs. 2.50 lakh – can be utilised for the scheme component, 'Renovation of Krishi Bhavans' as instructed under para 5 below.

(d) The Block Level Assistant Directors of Agriculture shall be the implementing officers and they shall implement the component as per the financial claims, certificates and connected documents from the Agricultural Officer / Agricultural Field Officers.

4. Digital resource mapping of the panchayat and integration with the land revenue data

(i) (a) The resource mapping of the selected Krishi Bbhavan area is digitally mapped using suitable technology and the cadastral level land information would suitably be linked with the present land database of the Revenue Department so that a beneficiary linked system and programme is to be worked out.

(b) The Deputy Director of Agriculture (IT) of the Directorate is hereby instructed to develop RFP for the same in consultation with the Kerala Land Use Board, KSREC, Department of Soil Survey and Conservation and the like.

(ii) Digitization of records and implementation procedures of the Krishi Bhavan

(a) A suitable online system for the data capture of farmers like a mobile App based system is to be developed to enable the field officers to perform the routine office

procedures from the field itself with proper role based protocols. It shall include the provision for online auditing, document digitisation etc.

(b) The Deputy Director of Agriculture (IT) of the Directorate shall take necessary steps in consultation with the stake holders to develop an RFP in collaboration with Digital University and submit to the undersigned for approval within a period of one month from the date of this circular for which there is a provision of Rs. 140 lakh.

5. Renovation of selected Krishi Bhavans to make them SMART

(a) The workspace of the Krishi Bhavans are to be made comfortable and attractive so as to tap the efficiency potential of the employees. Need based renovation works including civil works can be carried out to beautify the office building, construct storage structures like shade houses, roofed structures for storing planting materials etc., and repair works to maintain the office buildings.

(b) Necessary estimates and valuations if any shall be obtained from the Agricultural Engineering / LSGI engineering wing / Block Level engineering wing (eg. Block Panchayat) for the civil works by the concerned Agricultural Officer / Agricultural Field Officers in this regard.

(c) Furniture, cup boards, racks etc., for office can also be included under this component. The physical office space is to be well arranged without cluttering. Proper lighting shall also be ensured.

(d) The Block Level Assistant Directors of Agriculture are the implementing officers. They shall obtain duly certified statement of expenditure from the concerned Agricultural Officer / Agricultural Field Officers with all supporting documents for effecting the payment to the concerned. In the case of civil works and the like, necessary valuations and bills shall be obtained from the concerned engineering official and amount incurred shall be transferred.

(e) It is to be observed that, there would be Stores Purchase Rules and other such guidelines and directions which are to be followed for implementation. In order to implement the scheme smoothly, the concerned Assistant Directors of Agriculture are hereby directed to obtain GST registration without delay; if they do not possess one at present. This is required for deducting the GST directly from the work bill in the case of tenders.

(f) There is a provision of Rs. 10.00 lakh for each Krishi Bhavan selected for converting it to SMART.

7. Providing smart cards for farmers.

(a) Smart cards provide ways to securely identify and authenticate the holder and third parties who want access to the card. This component of the scheme is meant for the proper identification of the farmers and the farmers can use them for different purposes such as acknowledging the receipt of benefits in the form of kind like planting materials and agricultural inputs.

(b) The Deputy Director of Agriculture (IT) of the Directorate shall take necessary steps and implement this component of the scheme to issue smart cards to the farmers of the SMART Krishi Bhavans with suitable proposals.

(c) There is a financial provision of Rs. 60.00 lakh for this component.

8. Providing sufficient IT infrastructure.

(a) The selected Krishi Bhavans shall assess the requirement of their IT infrastructure to function as SMART Krishi Bhavans. Computer peripherals for all staff, high speed broad band connectivity, networking of computers, necessary hand held devices etc., in a need based manner can be purchased and installed under this component.

(b) There is a financial provision of Rs. 2.5 lakh per selected Krishi Bhavan for this component

(c) The Block level Assistant Directors of Agriculture shall implement this component as per the duly certified statement of expenditure from the concerned Agricultural Officer / Agricultural Field Officers with all supporting documents.

9. Digital platform for Krishi Bhavan functioning

(a) A mobile App based digital platform is to be introduced for the functioning of the Krishi Bhavans of the State. It shall represent the virtual Krishi Bhavan at field level. The officials of the Department are to be empowered to do their duties from the field itself. The farmers also should have access to various information including markets and marketing.

(b) The Deputy Director of Agriculture (IT) shall prepare an RFP in consultation with Digital University consulting all stake holders within one month of the date of this circular.

(c) An amount of 100 Lakh can be utilised for this

10. General instructions

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- (a) Stores Purchase Rules of the Government are to be observed for all purchases done by the Government officials.
- (b) Regular reviews are to be conducted at all levels.
- (c) Parking of funds at any levels are not allowed.
- (d) The receipt of the circular shall be acknowledged.

11. Monitoring:- At the district level, the scheme will be monitored and implemented by the Deputy Director of Agriculture (E&T) and Assistant Executive Engineer (Agri) under the supervision of Principal Agricultural Officer. In the State level, the scheme will be monitored by Additional Director of Agriculture (Extension). The Principal Agricultural Officer shall submit the monthly expenditure statement of the fund allotted to the Directorate before 5th of every succeeding month.

The expenditure for the scheme will be met from the budget provision of Rs. 1000.00 lakh set apart for Establishment of Smart Krishi Bhavans under the H/A 2401-00-109-80 (Plan) under the scheme 'Strengthening of Agricultural Extension'.

sdf
SUBHASH T.V. IAS
DIRECTOR
 Director of Agriculture

To
 All Principal Agricultural Officers
 Deputy Director of Agriculture (IT) Head Quarters:
 for
 implementing the component of IT

Subhash T.V.

Director of Agriculture (AR & T)
 Directorate of Agriculture,
 Tras Road, Thiruvananthapuram

Copy to:

1. All Project Directors, ATMA
2. CA to the Director of Agriculture
3. CA to All Additional Director of Agriculture
4. CA to State Agricultural Engineer
5. CA to Joint Director of Agriculture (AR&T) at Headquarters Senior Finance Officer

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6. Planning section
7. Deputy Director of Agriculture, IT Cell—to publish in the website
8. SW Section—to update in PLANSPACE
9. TV/Fin Section
10. StockFile/Spare

ANNEXURE I			
Sl No.	District	Name of Krishi Bhavan	Block
1	Thiruvananthapuram	Mangalapuram	Kazhakkootam
2	Thiruvananthapuram	Karakulam	Nedumangad
3	Kollam	Aryankavu	Anchal
4	Kollam	Paravoor	Ithikkara
5	Pathanamthitta	Aruvappulam	Konni
6	Pathanamthitta	Puramattom	Pullad
7	Alappuzha	Mararikulam south	Alappuzha
8	Alappuzha	Mulakkuzha	Chengannur
9	Alappuzha	Cherthala south	Cherthala
10	Kottayam	Neendoor	Ettumanoor
11	Kottayam	Thrikkodithanam	Madappalli
12	Idukki	Kokkayar	Peerumedu
13	Idukki	Konnathady	Idukki
14	Ernakulam	Kottuvalli	North Paravur
15	Ernakulam	Alangad	Aluva
16	Thrissur	Ayyanthole	Puzhakkal
17	Thrissur	Kandanassery	Chowannur
18	Palakkad	Kodumbu	Malampuzha
19	Palakkad	Pattambi	Pattambi
20	Malappuram	Wandoor	Wandoor
21	Malappuram	Thripprangode	Tirur
22	Kozhikode	Panangad	Balusseri
23	Kozhikkode	Perambra	Perambra
24	Wayanad	Thondernad	Mananthavadi
25	Kannur	Cheruthazham	Kalyasseri
26	Kannur	Cherupuzha	Payyannur
27	Kasargod	Bedadka	Kasaragod
28	Kasargod	Kayoor-cheemeni	Nileswar

Self-
SUBHASH T.V. IAS
DIRECTOR

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