

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

Vikas Bhavan, Thiruvananthapuram – 695033

e-mail:cru.agridir@kerala.gov.in, Phone: 0471-2304481

No:ADFW/7322/2023-TV2

Date:02-09-2023

**CIRCULAR**

Sub:- Annual Plan 2023-24- Scheme on "Support to Farm Mechanization"- component 'Fuel charges and Operational Expenses of two wheelers attached to Krishi Bhavans' - Administrative Sanction accorded- Working instructions issued.

Ref:- G.O (Rt) No. 537/2023/Agri Dated 02/06/2023

Government as per reference 1<sup>st</sup> cited accorded Administrative sanction for the implementation of the scheme "Support to Farm Mechanization" during 2023-24. As per the sanction, the official vehicles attached to the Krishibhavans (Two wheelers) shall be fueled under the scheme component viz., "Fuel charges and Operational Expenses of two wheelers attached to Krishi Bhavans". Under these circumstances the following instructions are being issued for compliance.

1. The official vehicles maintained at Krishibhavans (two-wheelers) shall be used for carrying out field visits & inspections, attending official meetings and all other official functions in connection with the discharge of the duties of the extension officials. The vehicle can be used by any staff of the office including contract, temporary and interns for the above purposes with the information of the Head of Office.

2. The vehicle shall be kept in good working condition. Proper mileage tests are to be conducted as per the prevailing rules. The Engineering Wing shall act immediately on receiving such requests and undue delays shall be avoided.

3. The AOs / AFOs shall ensure that the vehicle is taken properly under the stock and necessary orders shall be passed to hand over the vehicle to the Stock – in – charge of the Krishibhavan. The AA / AAO in charge of the HQ shall be the custodian of the vehicle.

4. Timely service, renewal of insurance etc., shall be carried out by the custodian of the vehicle. A log book in the proper format shall be maintained.

5. Timely repairs are to be carried out for which necessary essentiality certificate or estimate from the authorised dealer is to be obtained for meeting the expenses in this regard.

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6. Operational expenses like fuel, lubricating oil, insurance and service charges and undertaking the repair and maintenance in a need based manner can be met from this provision of the scheme.

7. The monthly fuel ceiling for the vehicles at Krishibhavans is fixed as Rs. 850.00/-. However, variation in the monthly ceiling is allowed without altering the average monthly ceiling as Rs. 850.00/- per vehicle per Krishibhavan.

8. During the financial year 2023-24, there is a budget provision of 1181.00 lakh for the scheme "**Support to Farm Mechanization**" under the H/A 2401-00-113-83 (P), wherein an amount of Rs **70.00** lakh is sanctioned for "Fuel charges and Operational Expenses of two wheelers attached to Krishi Bhavans" providing fuel allowance @ 850/- per month and also for undertaking their repair and maintenance in a need based manner.

9. The district wise financial allocation for 2023-24 is given in annexure-1 and the scheme will be administered by the Principal Agricultural Officer and will be assisted by the Deputy Director of Agriculture (E&T). The State level scheme manager shall be the Additional Director of Agriculture (Extn.).

10. The expenditure will be debited to the H/A 2401-00-113-83 plan under current year's budget provision.

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**ANJU K S IAS**  
Director of Agriculture

To.

**SREELATHA. S**  
PEO No: 515576  
Joint Director of Agriculture (AR & T)  
Directorate of Agriculture Development & Farmer's Welfare  
Thiruvananthapuram-695033  
TMA

All Additional Directors of Agriculture and SAE  
All Principal Agricultural Officers and Executive Engineers (Agri.)  
All Project Directors  
All Assistant Directors of Agriculture and Assistant Executive Engineers (agri.)  
All Agricultural Officers / AFOs of Krishibhavans

Copy to:

1. TA to the Director of Agriculture
2. Senior Finance Officer
3. Planning, Finance, Accounts and Audit sections
4. The Deputy Director of Agriculture, IT Cell-for publishing in the website
5. SW Section-for updating in PLANSPLACE
6. TV and TG Sections

## 7. Stock File Spare

**ANNEXURE 1****DISTRICT WISE FINANCIAL ALLOCATION TO MEET  
OPERATIONAL EXPENSES OF 2 WHEELERS  
H/A 2401-00-113-83-Plan 2023-24**

Sl No	District	No. of Two wheelers	Cost of fuel and other Expenses (Rs. In Lakh)
1.	Thiruvananthapuram	45	4.59000
2.	Kolam	78	7.95600
3.	Pathanamthitta	30	3.06000
4.	Alappuzha	40	4.080
5.	Kottayam	41	4.182
6.	Idukki	32	3.264
7.	Ernakulam	50	5.1
8.	Thrissur	50	5.1
9.	Palakkad	95	9.69
10.	Malappuram	47	4.794
11.	Kozhikkod	37	3.904
12.	Wayanad	26	2.652
13.	Kannur	89	9.078
14.	Kasargod	25	2.55
<b>Total</b>		<b>685</b>	<b>70.00</b>

Fuel charge for 12 month is allotted to 14 districts @ of Rs. 850/- and the excess amount of Rs.0.13 Lakh is allotted to Kozhikkode district.

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**ANJU K S IAS**  
Director of Agriculture

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21/9/2023  
**SREELATHA. S**  
PEN No: 515576  
Joint Director of Agriculture (AR & T)  
Directorate of Agriculture Development &  
Farmer's Welfare Department  
Vikas Bhavan, Thiruvananthapuram-695033