

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

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**CIRCULAR**

Sub:- Agriculture Development and Farmers Welfare Department - Annual plan 2023-24 – Strengthening of Agricultural Extension - Establishment of Smart Krishi Bhavans – instructions for its implementation – issuing – reg.

Ref:- G.O. (Rt) No. 783/2023/AGRI Dated 06.08.2023.

**INSTRUCTIONS****Scope, extent and objectives**

The Government have expanded the functional structure of Local Self Governance Institutions and also devoted 40% of the Plan Budget to the LSGI. Out of this, 30% 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 1<sup>st</sup> 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 ₹ 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	Rate per Unit	Number of units	Amount (Rs. In Lakh)
1	<b>Improving the Physical conditions of the Krishi Bhavans (KBs)</b>			
a	Installation of front office cum information center	Rs.7.5 Lakh/KB	14	105
b	Installation or upgradation of Plant Health Clinics of 14 Krishibhavans including	@ Rs. 5.00 Lakh/KB for new and	14	52.5



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	existing and new.	Rs.2.5 Lakh/KB for existing		
c	Renovation of Krishi Bhavans	Rs. 10.00 Lakh/KB	14	140
<b>2</b>	<b>Digitization of office procedures and use of IoT in the transfer of technology and information.</b>			
a	Digital resource mapping of the panchayat and integration with the land revenue data			
b	Digitization of records and implementation procedures of Krishi Bhavans			
c	Co ordination and networking of other service institutions like Agro-service centre			
d	Information on aggregation procurement and marketing of the produces.			
e	Providing farmer unified service interfaces			
f	State share for Digital Crop Survey By GOI (CSS)			
		Proposed to be developed and integrated with the K-Agristack System and State Share for Digital Crop Survey by GOI		630
<b>3</b>	<b>Improving digital service delivery capacity</b>			
	Providing need based IT hardware infrastructure			33.12618
<b>4</b>	<b>Requirement of funds to meet treasury queue bills of 2022-23</b>			39.37382
	<b>TOTAL</b>			<b>1000</b>

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 shall select Krishi Bhavans throughout the State 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 meeting shall also be conducted with the people's representatives



including MLAs of the Assembly constituency, President/Chairperson of respective LSGIs and they shall be appraised 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 (ATMA) and Principal Agricultural Officer of the district

### **1. Improving the physical conditions of Krishi Bhavans**

There are several factors that influence the working conditions in an office. Light, temperature, decoration, noise, office layout, ergonomic quality of tables and chairs, the size of the office etc. All of these factors contribute to working well, as they influence comfort, concentration, and interactions. Therefore, they affect the emotions experienced by employees, the creativity they can develop, and, ultimately, the quality of the performance. Hence, improvement of the physical conditions of the office is also planned as a part of the scheme.

#### **a. Installation of a front office cum information center (Rs.105.00 lakh)**

(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 support 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 connected documents from the Agricultural Officer/Agricultural Field Officers.

#### **b. Installation or upgradation of plant health clinics (Rs.52.50 lakh)**

Plant Health Clinics (PHCs) form the basis for diagnostics of the field problems and their solutions. This is expected to add the proficiency level of the technical officers and thus the farmers would be benefited with accurate and timely support of the clinical services of the Department.

A ward level agro-clinic would also be installed and the periodicity of the same would be finalized through proper working instructions in due course. An Agro-Pharmacy would also be established as a part of the Plant Health Clinics for providing emergency support to farmers. The expenses in connection with the purchase of plant protection chemicals would be met from the 'imprest fund of the Krishi Bhavan'. Upgradation with suitable facilities is suggested where plant health clinics are already available.

Installation of new PHCs in Krishi Bhavans will be supported @ Rs.5.00 per Krishi Bhavan for 7 Krishi Bhavans, and support for upgradation of existing PHCs in Krishi Bhavans will be provided @ Rs.2.50 lakh per Krishi Bhavan for 7 Krishi Bhavans. Thus the total amount proposed to be set apart for this component is Rs. 52.50 lakh.

#### **c. Renovation of Krishi Bhavans (Rs.140.00 lakh)**

Some Krishi Bhavans have limited infrastructural facilities and they need to be renovated to accommodate the smart service delivery. In that case, a field level assessment would be done and suitable renovations would be carried out including the



infrastructure requirement of stocking of planting materials. Limited furnishing facility would also be included.

## **2. Digitization of office procedures and use of IoT in the transfer of technology and information (Rs.630.00 lakh)**

Digitization of records is the conversion of the paper-based records to electronic documents which simplify the tedious burden of record maintenance and management as well as other major related matters. The transformation of Krishi Bhavans to **e-Krishi Bhavans** is planned in the programme. Hence the following components are suggested as part of the K-Agri Stack system which is under development. These components would suitably integrated to the digital Agri-stack system which would help in streamlining complex processes, reduce causes of error and thus maximize the efficiency of resource-use and productivity.

The main features to be included as part of the Smart Krishibhavan project are listed below.

### **a. Digital resource mapping of the panchayat and integration with the land revenue data**

The resource mapping of the Krishi Bhavan 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 programme can be worked out.

### **b. Digitization of records and implementation procedures of the Krishi Bhavan**

A paperless office is to be visualized while implementing the SMART Krishi Bhavan project. The registers and records connected with the administrative procedures of the Krishi Bhavans are to be made a part of the online system proposed in the new scheme proposal. A new digital platform for the implementation of schemes of the department is also suggested.

### **c. Coordination and networking of other service institutions like Agro-service centre**

The digital platform proposed would have provisions for linking and providing timely service delivery of the Agro-Service Centres, Karshika Karmasenas, Krishisree, Custom hiring centres, Government farms etc., and the status of providing their services would be available through the front office / information centre provided.



**d. Information on aggregation, procurement and marketing of the produces**

Information on the services for the aggregation, procurement and marketing of the produces will be extended to the farmers in a time bound manner and necessary guidance would be imparted both in physical and digital ways.

**e. Providing farmer unified service interfaces**

A comprehensive farmer data base will be created by including all farmers in the panchayath for effective delivery of services to eligible farmers. Registered farmers will be provided with a unique registration ID which will enable the farmers to avail various services from Krishi Bhavans. This will be a one-time registration process and farmers need not submit their identity and other records repeatedly, once they get the unified service interface preferably in the form of a mobile App.

**3. Improving digital service delivery capacity**

Designing, delivering and enabling access to public services through digital tools and channels are at the forefront of the digital governance initiatives. Improving the hardware components of the IT infrastructure is also of paramount importance for improving the digital service delivery capacity. Hence, improvement in the computer hardware is also suggested as part of this scheme.

All the selected 14 Krishi Bhavans will be provided with Desktop, Laptop, Tablet PCs, Multifunction printers and UPS systems on need basis. An amount of ₹33.12618 lakh is earmarked for providing need based IT hardware infrastructure to selected the Krishi Bhavans.

**4. Financial requirement of the scheme component.**

The total fund requirement for the implementation of the component "Smart Krishi Bhavans" during 2023-24 is Rs.1000.00 lakh, including an amount of Rs.39.37382 lakh required for encashing of treasury queue bills of 2022-23, and this may be debited from funds available under the Head of account 2401-00-109-80 (P).

**5. General instructions**

- (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.

## 6. 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 scheme would be managed by the Additional Director of Agriculture (Extension) and the scheme would be completed on 31.03.2024.

Sd/-  
**ANJU K S IAS**  
**DIRECTOR**  
**Director of Agriculture**

To: 1) All Principal Agricultural Officers  
 2) Deputy Director of Agriculture(IT) Head Quarters : for implementing the component of IT

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.  
 6. Planning  
 7. Deputy Director of Agriculture, IT Dell – to publish in the website.  
 8. SW Section – to update in PLANSPACE  
 9. TV/Fin Section  
 10. Stock File/Spare.

