

**Directorate of Agriculture Development and Farmers' Welfare
Vikas Bhavan, Thiruvananthapuram.
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No.ADFW/7464/2024-TE1

27-06-2024

CIRCULAR

Sub:- Annual Plan 2024-25- Scheme for "Strengthening of Agricultural Extension" - "Upgradation of Training Centers, RATTCS, & FTCs " -Administrative Sanction accorded- Working Instructions issued-reg.

Read:- 1) Annual Plan 2024-25
2) G.O(Rt.) No. 539/2024/Agri dated 15-06-2024,
Thiruvananthapuram

As per references cited above, the Government have accorded Administrative Sanction for the implementation of the Scheme "Strengthening of Agricultural Extension" during the financial year 2024-25 for an amount of Rs. 2503 lakh under the H/A: 2401-00-109-80(P). Of this, an amount of Rs.25 lakh is set apart for the component **"Upgradation of Training Centers, RATTCS, & FTCs"**.

The component "Upgradation of Training Centers, RATTCS, & FTCs " envisages to equip the Training Centres with modern facilities and teaching aids, required infrastructure, furniture and other amenities so as to impart training to the extension functionaries of the department and farmers.

In order to strengthen the activities of these training centres, demolition of old buildings and construction of new ones, repair and maintenance of existing buildings establishment of IoT-enabled virtual classrooms, improving audio-visual aids, purchase of necessary equipment and repair and purchase of inevitable furniture are allowed.

Objectives:

The main objective of the scheme is to strengthen the training centres established under the Department and equip them with required infrastructure facilities, modern teaching aids and transport facilities so as to facilitate better training and transfer of new and improved technology developed by the Kerala Agricultural University and other Research Institutes.

In order to strengthen the activities of these training centres, construction of new buildings, repair and maintenance of existing buildings, purchase of equipment and furniture, repair of existing vehicles, etc are needed. These activities are to be executed as per the requirement strictly abiding by prevailing purchase formalities/standard procedures norms and other relevant orders and rules of Government.

The fund can be utilised by the nine training centres functioning in the state under the Department of Agriculture:

1. RATTC (Regional Agricultural Technology Training Centre) Kazhakootam ,Thiruvananthapuram
2. RATTC, Kozha, Kottayam
3. RATTC, Vyttila, Ernakulam
4. RATTC, Malampuzha, Palakkad
5. RATTC, Thaliparamba, Kannur
6. FTC (Farmers' Training Centre), Pandalam, Pathanamthitta
7. FTC, Vengeri, Kozhikode
8. RTTC (Research, Testing & Training Center). Vellayani
9. RBDTC (Regional Biogas Development & Training Centre), Vellayani

The amount of Rs. 25 Lakh including committed expenditure earmarked for 2024-25 will be released in a project-based manner and based on priority and approval of authorities.

The funds available under the scheme will be allotted to the Principal Agricultural Officers as per the proposal submitted by the training institutes in consultation with Director, SAMETI. The Director shall prepare the priority list of proposals and this priority shall be taken in to account while releasing funds. Detailed estimate shall be prepared by accredited construction agencies through the

Heads of Training Centres according to their requirement. All proposals should be routed through Principal Agricultural Officers.

Monitoring and Evaluation:-

The scheme will be monitored by the Additional Director of Agriculture (Extension) at the State level. The Heads of Training Centres will assist the Principal Agricultural Officers in the implementation and monitoring of all activities under the scheme 'Upgradation of Training Centers, RATTCs, & FTCs'.

The Monthly Progress Report shall be submitted on or before the 5th of every succeeding month to the email id: tesectiondoa@gmail.com. The works should be completed by 31st March, 2025.

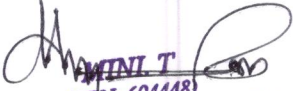
Necessary formalities for purchase and procurement of items shall be followed and proper documentation shall be maintained.

The following general conditions should be followed, wherever applicable:

- All rules, formalities and procedures shall be strictly followed for the implementation of the scheme. The norms of financial propriety shall be followed in to.
- The Expenditure would be met only from the provision available under the appropriate head of account.
- The fund release will be based on actual requirements, and the fund released should not be parked in banks
- Store Purchase rules should be strictly adhered to for all kinds of purchases.
- Tender/E-tender and other stipulated formalities shall be followed wherever necessary
- Post-creation and purchase of vehicles are not admissible under the scheme.
- The Heads of Departments shall monitor the implementation of the scheme and ensure that the implementation is as per the existing procedures, rules and regulations.
- The implementation agencies/ Departments also should prepare an implementation schedule to complete the project in time and

send regular progress reports on financial and physical progress on a quarterly basis.

- The Director should hold monitoring meetings to review the progress and send a report to the Government regarding the progress of implementation of the approved scheme.
- The Director, the Agriculture Department shall sign an MoU with the concerned implementing agencies of the scheme before releasing the funds. It should also be ensured that the Utilization Certificates pertaining to all schemes are submitted by the agencies in time.
- AIMS portal registration and Digital Soil Health Card is mandatory.
- Geo-fencing & Geotagging is mandatory. It should be ensured in every scheme wherever beneficiaries exist.
- Plan review will be conducted every month.


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(PEN: 604448)
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Directorate of Agriculture Development &
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sd/-

SEERAM SAMBASIVA RAO IAS
#ApprovedByDesignation#



- 1) The State Agricultural Engineer
- 2) The Principal Agricultural Officer, Thiruvananthapuram, Pathanamthitta, Kottayam, Ernakulam, Palakkad, Kannur and Kozhikode.
- 3) The Deputy Directors of Agriculture, RATTC, Kazhakoottam, Kozha, Vyttila, Malampuzha and Thaliparamba.
- 4) The Deputy Directors of Agriculture, FTC, Pandalam and Vengeri.
- 5) The Assistant Executive Engineers, Thiruvananthapuram, Kottayam, Palakkad and Kannur.
- 6) The Technical Assistant, RTT Centre, Vellayani.
- 7) The Deputy Director of Agriculture, RBDTC, Vellayani.

Copy to:

1. TA to Director of Agriculture

2. CA to all Additional Directors of Agriculture
3. CA to all JDA and HQ/SFO
4. Planning/Finance Section.
5. The Deputy Director of Agriculture/IT Cell - for uploading in the website.
6. Stock file/Space.