

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

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No:ADFW/6762/2023-TG3

Date:10-06-2024

**CIRCULAR**

Sub:- Agriculture Development and Farmers Welfare Department - Annual Plan 2024-25 - “Production and distribution of quality planting materials and improvement of departmental farms - Mechanization and infrastructure development of farms” - Working instructions issued - Reg.

- Ref:- 1) G.O.(Rt)No.511/2022/AGRI Dated 12-06-2022.  
2) Order No. ADFW/7776/2023-TP2 dated 02.07.2023 of Director of Agriculture.  
3) Order No. ADFW/6484/2024-TP2 dated 31.05.2024 of Director of Agriculture.

As per the reference 1<sup>st</sup> cited, the Government have accorded administrative sanction for the scheme “Production and distribution of quality planting materials and improvement of departmental farms – Mechanization and infrastructure development in departmental farms” for an amount of ₹300.00 lakh (Rupees Three crore only) during the financial year 2022-23 debiting the expenditure to head of account 4401-00-104-98 Plan. Also, vide reference 2<sup>nd</sup> cited above, continuous administrative sanction was issued for the scheme for an amount of ₹200.00 lakh during the financial year 2023-24.

The scheme is intended to cover 64 Government agricultural farms (in all districts except Wayanad) under the department of agriculture.

Establishment of progeny orchards for producing grafts, layers and seedlings, production of paddy and vegetable seeds, production of planting materials of horticultural crops, etc are the primary activities of these farms. All these require operations like primary and secondary tillage, leveling, preparation of bunds, ridges, furrows, irrigation/ drainage channels, weeding, pruning etc.

The maintenance of Integrated Farming System units like cattle, poultry, fish culture etc are also labour intensive. But the shortage of labour and critical time limit for each season bound activity/ farm operation is a major problem. This can be overcome only by proper mechanization of the farm.

Maintenance of existing infrastructure like office buildings, sales counters, store rooms, restroom for labourers, primary facilities for staff and labourers, plant protection structures like rain shelters, poly houses, poly tunnels etc and need based construction of new infrastructure facilities have to be done to develop the farms. Since the special farms of the State are not getting funds from no other sources, emphasis shall be given for them in the infrastructural development and mechanization part.

Now, as per the reference 3<sup>rd</sup> cited continuous administrative sanction has been issued for Annual Plan 2024-25 - "Production and distribution of quality planting materials and improvement of departmental farms - Mechanization and infrastructure development of farms" under the Head of Account 4401-00-104-98 - Plan for an amount of ₹150.00 lakh. Hence, the following working instructions are issued for implementation of the programme.

### **Components**

#### **(I) Mechanization in department farms**

Labour efficiency can be achieved by adopting improved mechanization programme. Purchase and utilization of required machinery and maintenance/repair of farm machinery is vital for all farms. The objective is to equip the farms with modern farm machinery, reduce the labour requirement and physical strain involved in farm operations and timely repair and maintenance of these machineries.

The following specific benefits are expected by implementing this project.

- a) Increase in cultivated area and production output.
- b) Timely completion of cultural operations.
- c) Ease of and higher efficiency of farm operations.

#### **(II) Infrastructure development in department farms**

Infrastructure development in farms is essential for maintaining the farm in an active and progressive mode. Protecting the farm by fencing, solar fencing, construction and repair of drying yards, seed stores, protective structures for planting material production like potting sheds,

grafting sheds, rain shelters etc, store rooms for storing inputs and farm produce, basic amenities for labourers like rest rooms, wash rooms, timely renovation of office building, sales counters, etc are critical for farm development. These activities can be taken up under this component.

### **Financial Outlay**

During the current financial year an amount of ₹150.00 lakh is sanctioned for “Production and distribution of quality planting materials and improvement of departmental farms” - Mechanization and infrastructure development in departmental farms under head of account 4401-00-104-98 Plan. Committed claims of previous financial years can also be met from this financial outlay.

The details of committed claims from the previous year under the H/A is given below.

### **Part I : Committed Claims**

Sl. No.	Name of work	Amount required during 2024-25 (₹ in lakh)
1	Construction of elevated cattle shed with feed storage facility at Sugarcane Seed Farm, Pandalam, Pathanamthitta	81.96864
2	Construction of additional facilities in trainers hostel at Orange and Vegetable Farm, Nellyampathy, Palakkad.	39.56
3	Construction of OH tank for Coconut Nursery, Thikkodi, Kozhikode.	10.00
	<b>Total</b>	<b>131.52864</b>

### **MOde of Implementation:**

The scheme is implemented by the Assistant Executive Engineers (Agri) of the district under the technical supervision of Executive Engineer (Agri), of the region. The work to be executed in the farms and machinery to be purchased will be identified by farm heads and their proposals with rough cost estimate will be scrutinized by the district level technical committee. The proposals from each farm in the districts will be finalized

by the district level committee consisting of the following members

1. Principal Agricultural Officer of the District
2. Deputy Director of Agriculture (YP) of the District
3. Assistant Executive Engineer (Agri) of the District
4. Farm Superintend / Senior Agricultural officer / officer in charge of the farm

This committee will finalize the mechanization activities/ infrastructural development works in each farm and submit the list along with proper estimate to Executive Engineer (Agri), of the region. Executive Engineer (Agri) will verify the proposal and issue administrative sanction. In finalizing the proposals received from farm officers, priority should be given to special farms and other farms with no existing RIDF schemes.

Store Purchases Rules should be strictly adhered to for all kinds of purchases. Tender/e-tender and other stipulated formalities shall be followed wherever necessary.

### **Implementation Schedule**

Sl. No.	Activity	On or Before
1	Submission of proposals to Principal Agricultural Officer by Farm Officers	25 <sup>th</sup> June 2024
2	Submission of proposals finalized by the district level committee to Executive Engineer (Agri) for administrative sanction	10 <sup>th</sup> July 2024
3	Issue of Administrative/ Purchase/ Technical Sanction	30 <sup>th</sup> July 2024
4	Procurement Process (GeM /E-tender)	12 <sup>th</sup> August 2024
5	Agreement execution / Issue of Supply Order	10 <sup>th</sup> September 2024
6	Completion of works/ supply	20 <sup>th</sup> February 2025
7	Submission of UC & Completion Certificate	15 <sup>th</sup> March 2025

### **Monitoring & Evaluation**

The State Agricultural Engineer is the Project Manager for monitoring the scheme at State Level. At regional Level, Executive Engineer (Agri), will monitor the scheme. Principal Agricultural Officer will review the

progress at District Level.

Geo fencing & Geo tagging is mandatory for the project.

The monthly progress report should be submitted to the State Agricultural Engineer on or before 5 of every month by Executive Engineer (Agri) in the email id: **saekerala@gmail.com**.

The expenditure will be met from the head of account 4401-00-104-98 Plan. The duration of the project will be up to 31/03/2025.

**SEERAM SAMBASIVA RAO IAS**  
**DIRECTOR**

- Encl: 1)G.O.(Rt)No.511/2022/AGRI Dated 12-06-2022.  
2)Order No. ADFW/6484/2024-TP2 dated 31.05.2024 of Director of Agriculture.
- To: 1.Executive Engineer (Agri) Alappuzha and Kozhikode  
2.The Principal Agricultural Officer, All Districts - for circulating to Deputy Director of Agriculture (YP) and farm officers.  
3. Assistant Executive Engineer (Agri), All Districts  
4.Planning Section  
5. SW Section
- Copy 1.PA to Director  
to: 2.CA to Additional Director of Agriculture (Farms & Bio gas)  
3. CA to State Agricultural Engineer, All Addl. Director of Agriculture  
4. IT Section