

**HORTICULTURE DEPARTMENT, HARYANA**  
**Udhyan Bhawan, Sector-21, Panchkula-134116,**  
**e-mail:- hortharyana@gmail.com, website:- hortharyana.gov.in**

Hort.-MI/71/1/ 03150-84

Panchkula, the Dated: 30/7/2018

To

1. Principal HTI, Uchani, Karnal.
2. All Deputy Directors Horticulture (Field).
3. All District Horticulture Officers.
4. Food Technologist, Kurukshetra, Sirsa & Jind.

**Subject: Minutes of 114<sup>th</sup> Staff Meeting held on dated 19.07.2018 at 10.00 A.M. at HTI, Uchani, Karnal.**

Please find enclosed herewith minutes of 114<sup>th</sup> Staff Meeting held on dated 19.07.2018 at HTI, Uchani, Karnal under the Chairmanship of Dr. Arjun Singh Saini, Director General Horticulture for information and further necessary action please.

Encl: As above.

  
DDH/MI 30.7.18

for Director General Horticulture,  
Haryana, Panchkula

Endst. No. 03185-23243/Hort.-MI/71/1

Panchkula, the Dated: 30/7/2018

A copy is forwarded to following officers at HQ for information and necessary action please.

1. All Joint Directors Horticulture.
2. All Deputy Directors Horticulture.
3. Senior Accounts Officer.
4. Establishment Officer.
5. Budget Officer.
6. Accounts Officer.
7. All Specialists.

  
DDH/MI 30.7.18

for Director General Horticulture,  
Haryana, Panchkula

CC:

PS to DGH for information of w/DGH, please.



**Minutes of 114<sup>th</sup> Staff Meeting held on dated 19.07.2018 at 10:00 AM under the Chairmanship of Dr. Arjun Singh Saini, Director General Horticulture, Haryana at Horticulture Training Institute (HTI), Uchani, Karnal.**

**(List of Participants is attached)**

At the outset, Director General Horticulture welcomes all the participants. After that DGH asked JDH/P&N to elaborate agenda items & decisions taken are as under-

**Agenda No. 1: Confirmation of the last meeting held on dated 14.06.2018.**

The minutes of last Staff meeting which was held on 14.06.2018 were confirmed.

**Agenda No. 2: Action taken report of 113<sup>th</sup> staff meeting.**

(i) Clarification in regard to explanation of concerned DHOs for achieving less targets i.e. < 60% under schemes/projects has been received/not received. It was directed by DGH to send the reply up to Monday i.e. dated 18.06.2018.

Sn.	Name of District	Name of schemes						
		PDMC	GAP	AHRD	SCSP	IHD		
						Non NHM Distt.	CCDP (Ext.)	Shivalik
1.	Panchkula	Recd.	Recd.	Recd.	Recd.	N/A	N/A	Recd.
2.	Ambala	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
3.	Y/ Nagar	Recd.	Recd.	Recd.	Recd.	N/A	Recd.	Recd.
4.	K/kshetra	Recd.	Recd.	N/A	N/A	N/A	N/A	N/A
5.	Kaithal	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
6.	Karnal	Recd.	N/A	N/A	N/A	N/A	N/A	N/A
7.	Panipat	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
8.	Sonepat	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
9.	Gurgaon	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
10.	Faridabad	Recd.	Recd.	N/A	N/A	N/A	N/A	N/A
11.	Palwal	N-recd.	N-recd.	N/A	N/A	N/A	N/A	N/A
12.	Nuh	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
13.	Rewari	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
14.	Narnaul	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
15.	Ch. Dadri	N/A	N/A	N/A	Recd.	N/A	Recd.	N/A
16.	Bhiwani	N/A	N/A	N/A	N/A	N/A	N/A	N/A
17.	Jhajjar	N-recd.	N/A	N/A	N/A	N/A	N/A	N/A
18.	Jind	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
19.	Rohtak	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
20.	Hisar	Recd.	Recd.	Recd.	Recd.	N/A	Recd.	N/A
21.	Fatehabad	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A
22.	Sirsa	Recd.	Recd.	Recd.	Recd.	N/A	N/A	N/A

**(Action to be taken: concerned DHO)**



**(ii) Proposal regarding minor repairs (GGNs & Centres).**

Proposal regarding minor repairs to nurseries, sale counters & centers in addition to boundary wall. In this regard, proposal has been sent by some of the officers concerned which is under action with DDH/P&N. However, it has been directed by W/DGH that other DHOs/DDH/field who has not sent the proposal earlier may send the same up to 30.07.2018 immediately to DDH/P&N for consideration/approval.

**(Action to be taken: DDH/P&N and all concerned)**

**(iii) Biometric attendance, providing of computers and printers etc.**

It was confirmed in the staff meeting during Power Point Presentation (PPT) that all the Biometric Machines are working satisfactorily and also computers and printers have been provided as per the requirement as informed by IT expert. But some DHOs i.e. Nuh, Gurugram, Panchkula, Rewari, Fatehabad and DDH field i.e. Bhuna, Shamgarh and Samargopalpur informed that the Biometric Machines are not working satisfactorily since long and facing problem in regard to Biometric attendance by the staff apart from internet problem. W/DGH directed all the concerned to get ensure Biometric attendance of the staff working under their control in nearby Govt. offices and also ordered to direct concerned to take immediate action to get set right/repair the Biometric Machines and report thereof.

**(Action to be taken: DDH/PP)**

**(iv) RKVY Committed Liabilities:**

District wise targets for committed liability (2017-18) to be utilized during 2018-19 under RKVY.

All the committed liability amount has been utilized by DHO, Faridabad, Fatehabad, Nuh, Hisar, Jhajjar, Jind, Kurukshetra, Karnal, Kaithal, Panchkula, Sonapat & Sirsa except Rs. 10.00 lakhs unspent by DHO, Faridabad. It has been directed by w/DGH to upload the information on portal immediately & report

**(Action to be taken: Concerned DHOs)**

**(v) Annual Confidential Reports.**

Establishment Officer informed that ACR of the following Officers has not been received till date:

Sn.	Name of person of ACR to be written	Designation	To be written by and reminder	Year				Information to be sent within 7 days
				2014-15	2015-16	2016-17	2017-18	
1.	Joginder Singh	DHO	DC, Nuh	N/A	N/A	Not. recd.	N/A	-do-
2.	Hawa Singh	DHO	DC, Ambala	Not recd.	Not recd.	Not recd.	Not recd.	-do-



W/DGH directed to all Concerned Officers to send the ACR of their subordinates up to 20<sup>th</sup> of April every year otherwise action as per the Government instructions will be taken against the defaulting officers.

**(Action to be taken: EO and Concerned Officers)**

**(vi) Requirement of Staff.**

S.no.	Requirement	Designation	Number
1.	DDH/PTC, Shamgarh	Laminar Operator	2
2.	DHO Kaithal	Computer Operator	1
3.	DHO Gurugram	Computer Operator	1
4.	DHO Faridabad	Computer Operator	1
5.	DDH Bhiwani	Computer Operator	1

**(Action to be taken: Accounts Officer)**

**(vii) Regarding recovery of training expenditure by Principal, HTI.**

It has been directed by w/DGH that the recovery may be made good from DHO, Y. Nagar, Panchkula, Ambala, Kurukshetra & Karnal for not attending the training programme by farmers of their districts as per minutes of 106<sup>th</sup> Staff Meeting held on 04.10.2017. No proposal in this regard has been sent by Principal, HTI, Uchani, Karnal to EO.

**(Action to be taken: Principal, HTI & EO)**

**Agenda 3 &4: Review of progress of departmental schemes, Centers and GGNs**

Financial progress against targets allotted in all schemes has been reviewed by DGH pertaining to all districts and projects. 1<sup>st</sup> Quarter Budget Expenditure (Lakhs) is as under-

Sn.	District / Centre	Budget Year marked	Expenditure	% Achievement
1	Ambala	235.25	21.12	8.98
2	Bhiwani	104.56	27.98	26.77
3	Charkhi Dadri	48.89	9.46	19.35
4	Faridabad	275.43	7.41	2.69
5	Fatehabad	134.47	29.65	22.06
6	Gurugram	75.78	17.08	22.54
7	Hisar	290.90	48.41	16.64
8	Jhajjar	183.44	22.75	12.40

*Ans*



9	Jind	193.32	35.19	18.20
10	Kaithal	624.79	51.26	8.20
11	Karnal	251.79	17.40	6.91
12	Kurukshetra	892.37	15.55	1.74
13	Mahendragarh	88.25	20.48	22.90
14	Nuh	482.78	9.90	2.05
15	Palwal	101.44	16.76	16.52
16	Panchkula	285.70	41.04	14.37
17	Panipat	87.13	2.95	3.39
18	Rewari	299.87	26.82	8.94
19	Rohtak	135.58	21.96	16.20
20	Sirsa	209.12	40.18	19.21
21	Sonepat	134.46	43.50	13.01
22	Yamunanagar	365.54	73.06	19.99
23	FT, Jind	23.52	1.48	6.31
24	FT, Kurukshetra	29.97	4.36	14.56
25	FT, Sirsa	23.35	2.78	11.90
26	SSO, Panchkula	11.20	2.74	24.53
27	DDH, Bhiwani	19.64	5.37	27.91
28	DDH, Bhuna	144.75	31.19	21.55
29	DDH, Gurugram	76.66	9.94	12.98
30	DDH, Ramnagar	87.57	16.69	19.06
31	DDH, Ladwa	117.23	31.06	26.50
32	DDH, HBC, Shamgarh	341.55	32.43	9.50
33	DDH, CEV, Gharounda	280.55	83.72	29.84
34	DDH, Rohtak	59.98	5.46	9.11
35	DDH, CEF, Mangiana	208.18	57.03	27.40
36	Principal, HTI, Uchani	284.77	48.60	17.07
37	HQ, Panchkula	48.28	9.90	2.05

Progress of district Ambala, Faridabad, Jhajjar, Kurukshetra, Kaithal, Karnal, Nuh, Panipat, Rewari, Sonapat, FT, Jind, FT, Sirsa, DDH,



HDC, Shamgarh & Rohtak found very low and directed to send the clarifications within 2 days.

(Action to be taken: all concerned officers)

**Agenda 5: Review the progress of Aspirational district Nuh.**

Sn.	Programme	Financial Allocation (Lakhs)	Expenditure (Lakhs)
1.	Programme under MIDH (Plantation, Water resources creation, Protected Cultivation, INM, Organic Farming, CoE, Bee-Keeping, Mechanization, HRD, PHM etc.	121.57	20.19
2.	Bamboo Stacking & Hybrid Vegetable Cultivation	299.06	-
3.	Mulching & Plastic Tunnel	88.00	-
4.	Mushroom Cultivation	4.87	-
5.	Onion Promotion	25.94	-
6.	Micro Irrigation	464.00	12.77
7.	Poly House Sheet Replacement	17.50	-
8.	PHM & Crop Cluster Centres	794.34	-
9.	FPO Formation	34.47	-
10.	Miscellaneous (GAP, INM etc.)	15.80	-
	<b>Grand Total</b>	<b>1865.55</b>	<b>32.96</b>

Progress of Aspirational district Nuh has been found very less and DHO has been advised to achieve the targets and directed to send report within a week.

(Action to be taken: DHO, Nuh)









10	Jhajjar	Bahadurgarh	500 acre	Nil	151 new farmers	15	4+	Nil
		Beri	500 acre	Nil	151 new farmers	Nil	4+	Nil
		Badli	500 acre	Nil	151 new farmers	13	4+	Nil
11	Faridabad	Ballabgarh	500 acre	14 acre under progress	151 new farmers	70	4+	3 under progress
12	Mahendragarh	Mahendragarh	500 acre	141 acre	151 new farmers	17	4+	Nil
		Satnali	500 acre	21.5 acre	151 new farmers	6	4+	Nil
		Nizampur	500 acre	2.00 acre	151 new farmers	7	4+	Nil
13	Rewari	Nahar	500 acre	Nil	151 new farmers	10	4+	1
14	Gurgaon	Pataudi	200 acre	60 acre	151 new farmers	57	3+	1
15	Bhiwani	Bawani Khera						
		Bhiwani						
		Loharu						
16	Hissar	Narnaud	500 acre	20 acre	151 new farmers	Nil	4+	Nil
		Uklana	500 acre	55 acre	151 new farmers	Nil	4+	Nil
17	Fatehabad	Ratia	500 acre	8 acre	151 new farmers	16	4+	1
		Tohana	500 acre	4 acre	151 new farmers	30	4+	0
18	Sirsa	Baragadhha	200 acre	16 acre	151 new farmers	45	2+	Nil
		Rania	200 acre	18.07 acre	151 new farmers	54	2+	Nil
19	Jind	Narwana	500 acre	5 acre (10 acre in progress)	151 new farmers	103	4+	3 in progress
		Uchana	500 acre	21 acre (20 acre in progress)	151 new farmers	152	4+	1 complete, 2 in progress
		Safidon	500 acre	Nil	151 new farmers	101	4+	1 complete, 2 in progress
20	Mewat	Ferozepur	500 acre	27.5 acre	151 new farmers	65	4+	under process
		Jhirka	500 acre	51.25 acre	151 new farmers	60	4+	under process
		Nuh	500 acre	5 acre	151 new farmers	70	4+	under process
		Punhana	500 acre	Nil	151 new farmers	Nil	4+	Nil
21	Palwal	Hathin	500 acre	Nil	151 new farmers	Nil	4+	Nil
22	Charkhi Dadri	Charkhi Dadri	500 acre	Nil	151 new farmers	171	4+	1

Progress of all districts found very low and it is directed by W/DGH to achieve the targets and send the progress report 3<sup>rd</sup> of every month.

(Action to be taken: All concerned)



**Agenda 7: Appraisal and planning/discussion on Bhawantar Bharpai Yojana (BBY).**

Deputy Director Horticulture/F&V apprised the detail of the scheme and also directed to all DHOs to get hold meeting with the District Administration before 24.07.2018 and send the report so that the same may be reviewed. Almost all DHOs informed that meeting has been fixed before/on 23.07.2018 except Sirsa & Rohtak which is scheduled to be held on 25.07.2018. It has been desired that information may be sent in regard to non-issuing of J forms by the market committee as informed by some of the DHOs apart from difficulties faced by the farmers in adoption of BBY.

Further, it has been directed by w/DGH that DHO concerned shall visit the Vegetable Mandi to ascertain the rates of commodities for which the payments under BBY schemes is to be made.

Sr. No.	Name of District	Date of visit in Vegetable Mandi	Report Received or Not
1.	Panchkula		Not Received
2.	Ambala		Not Received
3.	Y/ Nagar		Not Received
4.	K/kshetra		Not Received
5.	Kaithal		Not Received
6.	Karnal		Not Received
7.	Panipat		Not Received
8.	Sonepat	13.04.2018 (Gohana) 10.05.2018 (Sonepat)	Received
9.	Gurgaon		Not Received
10.	Faridabad		Not Received
11.	Palwal		Not Received
12.	Nuh		Not Received
13.	Rewari		Not Received
14.	Narnaul	21.04.2018 (Narnaul & M.Garh)	Not Received
15.	C. Dadri		Not Received
16.	Bhiwani		Not Received
17.	Jhajjar		Not Received
18.	Jind		Not Received
19.	Rohtak		Not Received
20.	Hisar		Not Received
21.	Fatehabad		Not Received
22.	Sirsa		Not Received

W/DGH taken very seriously in regard to not visiting in vegetable market by the concerned DHOs and directed to take action as per the directions.

**(Action to be taken: All DHOs)**



**Agenda 8: Formation of FPOs in 140 clusters under SFACH.**

To doubling the farmer income, the following targets per block are allotted vide this directorate office memo. no. Hort./Stat/41-A/16/15393-414 dated 25.05.2018 to be achieved by 31.03.2019:

Sn.	Particular	Targets per Block	Achievement upto end of month
1	Increasing area under Micro Irrigation	1001+	
2	Promotion of Bee- Keeping / Mushroom / Area Expansion Fruits, Vegetables, Spices, Medicinal/ Post harvest Management	151 New Farmers	
3	Creation of farmers production organization (FPO)	10+	

It was directed by w/DGH that the targets allocated to different blocks be achieved by the concerned DHOs. Block wise report in above format to be submitted by 3<sup>rd</sup> of every month.

**(Action to be taken: Concerned officers)**

**Agenda 9: Formation of FPOs under Parivartan Scheme.**

JDH/P&N explained in detail to all the officers present in the meeting that Farmer Production Organizations (FPO) are to be created by the DHOs under Parivartan Scheme for which sincere efforts are to be made.

JDH/P&N to take action as these targets be distributed to DHOs.

**(Action to be taken: Concerned officers)**

**Agenda 10: IHD-2018-19**

**a) Review of CCDP (Extension):**

Deputy Director Horticulture/F apprised that physical & financial targets along with budget have been released to concerned DHOs for FPOs to whom L.O.I has already been issued. Now it has been decided that the targets are being allotted to concerned DHOs shortly for the FPOs who have submitted the Action Plan. W/DGH directed to concerned DHOs to achieve targets as per norms & guidelines.

**(Action to be taken: DDH/F & Concerned DHOs)**

**b) Review of IHD (Non-NHM districts):**

DHO, Kaithal demanded additional budget under protected cultivation component. DHO, Kaithal was directed to submit the proposal along with list of farmers for consideration.

**(Action to be taken: DDH/F & DHO, Kaithal)**



**Agenda 11: Monthly report to be sent upto 3<sup>rd</sup> day of every month.**

Sn.	Name of District	Name of schemes						AHRD
		DBT Progress Report	SCSP	Non NHM District	IHD CCDDP (Extension)	Shivalik	GAP	
1.	Panchkula	Not Recd.	Not Recd.	N/A	N/A	Not Recd.	Recd.	Recd.
2.	Ambala	Recd.	Recd.	N/A	Recd.	Recd.	N/A	Recd.
3.	Y/ Nagar	Recd.	Recd.	N/A	Recd.	Recd.	N/A	Recd.
4.	K/kshetra	Recd.	Recd.	N/A	Recd.	N/A	N/A	Recd.
5.	Kaithal	Not Recd.	Recd.	Recd.	Recd.	N/A	N/A	Recd.
6.	Karnal	Not Recd.	Not Recd.	N/A	Not Recd.	N/A	N/A	Recd.
7.	Panipat	Not Recd.	Recd.	N/A	N/A	N/A	N/A	Recd.
8.	Sonepat	Not Recd.	Recd.	N/A	Not Recd.	N/A	N/A	Recd.
9.	Gurgaon	Recd.	Recd.	N/A	N/A	N/A	N/A	Recd.
10.	Faridabad	Not Recd.	Not Recd.	Not Recd.	N/A	N/A	N/A	Recd.
11.	Palwal	Recd.	Recd.	N/A	N/A	N/A	N/A	Recd.
12.	Nuh	Not Recd.	Not Recd.	N/A	Not Recd.	N/A	N/A	Recd.
13.	Rewari	Not Recd.	Recd.	Recd.	N/A	N/A	N/A	Recd.
14.	Narnaul	Not Recd.	Recd.	N/A	N/A	N/A	N/A	Recd.
15.	C. Dadri	Not Recd.	Recd.	N/A	N/A	N/A	Recd.	Recd.
16.	Bhiwani	Not Recd.	Not Recd.	N/A	N/A	N/A	N/A	Recd.
17.	Jhajjar	Not Recd.	Not Recd.	N/A	Not Recd.	N/A	Recd.	Recd.
18.	Jind	Recd.	Recd.	N/A	Recd.	N/A	N/A	Recd.
19.	Rohtak	Recd.	Not Recd.	N/A	N/A	N/A	N/A	Recd.
20.	Hisar	Recd.	Not Recd.	N/A	Not Recd.	N/A	N/A	Recd.
21.	Fatehabad	Recd.	Recd.	N/A	N/A	N/A	N/A	Recd.
22.	Sirsa	Recd.	Recd.	N/A	Recd.	N/A	N/A	Recd.
23.	HTI, Uchani, Karnal	-	N/A	N/A	N/A	N/A	N/A	N/A

Funds not allotted to DHOs

Nodal Officers may ensure the receipt of monthly reports and in case on non-receipt of report from defaulting Officers, information be sent to DGH.

**(Action to be taken: Nodal Officers and concerned Officers)**



## Agenda 12: Outsource Staff attendance & salary.

It has been directed by w/DGH that concerned DDOs will submit the attendance of outsourcing staff Part I to the agency up to 2<sup>nd</sup> of every proceeding month. The outsourcing agency will submit the bill to concerned DDOs up to 4<sup>th</sup> of every proceeding month. DDOs will send the salary of outsourcing staff to the Agency up to 7<sup>th</sup> of every month. The instruction in this regard received from Chief Secretary to Government of Haryana has already been circulated to all concerned vide this Directorate Letter number A-5/Circular/1/11432-74 dated 13.04.2018. In case of disobedience of orders, the action as per the Government instructions shall to take against the defaulting officers.

Sn.	Name of the unit	Date of sending attendance by DDOs to outsource Agency	Date of sending bill by Outsource Agency to DDOs	Date of release of salary by DDOs
1.	Principal, HTI, Uchani, KNL.	02.07.2018	02.07.2018	11.07.2018
2.	DDH/PTC Shamgarh, Karnal	02.07.2018	02.07.2018	11.07.2018
3.	DDH, Gharaunda	02.07.2018	02.07.2018	03.07.2018
4.	DDH, Bhiwani	04.06.2018	04.06.2018	14.06.2018
5.	DDH, Rohtak	04.07.2018	04.07.2018	12.07.2018
6.	DDH, Ramnagar	02.07.2018	04.07.2018	05.07.2018
7.	DDH/Gurgaon, Nuh, Faridabad, Palwal	02.07.2018	02.07.2018	05.07.2018
8.	DDH, Ladwa, KKR	02.07.2018	03.07.2018	04.07.2018
9.	DDH, Mangiana, Sirsa	10.07.2018	11.07.2018	16.07.2018
10.	DDH/GDC, Bhuna	02.06.2018	04.06.2018	11.06.2018
11.	Budget Officer/HQ for all schemes except PMKSY	11.07.2018	11.07.2018	13.07.2018
12.	Accounts Officer/HQ for PMKSY	04.07.2018	06.07.2018	13.07.2018
13.	SSO/HQ	02.07.2018	03.07.2018	11.07.2018
14.	DHO, Ambala	02.07.2018	02.07.2018	07.07.2018
15.	DHO, Bhiwani	03.07.2018	03.07.2018	16.07.2018
16.	DHO, Faridabad	01.07.2018	02.07.2018	5 <sup>th</sup> to 7 <sup>th</sup> every month
17.	DHO, Fatehabad	02.07.2018	02.07.2018	09.07.2018
18.	DHO, Gurgaon	02.07.2018	02.07.2018	09.07.2018
19.	DHO, Hisar	29.06.2018	02.07.2018	05.07.2018
20.	DHO, Jhajjar	04.07.2018	04.07.2018	06.07.2018
21.	DHO, Jind	02.07.2018	02/04.07.2018	05/06.07.2018
22.	DHO, Kaithal	02.07.2018	02.07.2018	07.07.2018
23.	DHO, Karnal	02.07.2018	Not yet	Not yet
24.	DHO, Kurukshetra	02.07.2018	02.07.2018	06.07.2018
25.	DHO, Mewat	01.07.2018	02.07.2018	5 <sup>th</sup> to 7 <sup>th</sup> every month
26.	DHO, Narnaul	02.07.2018	02.07.2018	06.07.2018
27.	DHO, Panchkula	-	-	-



28.	DHO, Panipat	03.07.2018	03.07.2018	06.07.2018
29.	DHO, Rewari	02.07.2018	02.07.2018	05.07.2018
30.	DHO, Rohtak	02.07.2018	02.07.2018	05.07.2018
31.	DHO, Sirsa	02.07.2018	02.07.2018	06.07.2018
32.	DHO, Sonapat	03.07.2018	03.07.2018	05.07.2018
33.	DHO, Yamunanagar	02.07.2018	02.07.2018	06.07.2018
34.	DHO, Palwal	02.07.2018	02.07.2018	05.07.2018
35.	DHO, Charkhi Dadri	02.07.2018	04.07.2018	17.07.2018
36.	FT, Jind	-	-	-
37.	FT, KKR	-	-	-
38.	FT, Sirsa	-	-	-

The information has not been sent by DHO, Panchkula, FTs, Jind, Sirsa & Kurukshetra. However, DDH, Bhiwani & DDH, Bhuna has sent the information for the salary of month May, 2018 instead of June, 2018. It has been directed by w/DGH that salary of outsourcing staff may be released upto 7<sup>th</sup> of every month as per the Govt instructions.

**(Action to be taken: AO & All concerned officers)**

**Agenda 13: Additional agenda.**

**a) Online portal of Horticulture Schemes:**

It has been informed by w/DGH that like MINET, a new online portal for other Horticulture Schemes i.e. registration of farmers will be created for which demonstration was given by the outsourcing agency. The detail in regard to requisite documents required for registration farmers was informed and once the farmers will be registered with Horticulture Department and thereafter the farmers will be eligible to opt any of the scheme launched by horticulture. The detail given by the farmers in regard to identity, land detail, bank account detail & address is permanently recorded in the registration applications of the farmers. The final shape to this portal is given by the hired agency and will be finalized shortly and will be demonstrated in the next staff meeting scheduled to be held on 02.08.2018 in the Directorate of Horticulture.

**(Action to be taken: DDH/F)**

**b) Awareness Campaign under Horticulture Schemes.**

It has been directed by W/DGH that hence forth there will be no awareness camps organized by the DHOs. The seminars will be organized by the DHOs under the chairmanship of DDH Field/DDH/HQ. Concerned DHO will fix the date and time with DDH/Field/HQ so as to arrange the seminars.

**(Action to be taken: All Nodal Officers & all DHOs)**



**c) Regarding Additional charge of Horticulture Development officers.**

It has been directed by W/DGH that hence forth no HDO will look after the work of additional assigned apart from MI work.

**(Action to be taken: EO & all concerned officers)**

**d) Regarding Staff Meeting.**

It has been ordered by W/DGH that hence forth Staff Meeting scheduled to be held on 2<sup>nd</sup> of the month whenever required.

**(Action to be taken: All concerned officers)**

**e) Regarding inquiry to be conducted.**

DDH/P&N/HQ to conduct the inquiry in regard to not purchasing of Battery of Generator set by DHO Gurugram as the nursery damaged in hightech green house due to non-operating of Generator set.

**(Action to be taken: DDH/P&N/HQ)**

**f) Space for constructions of office building for DHO, Kaithal, Rewari, Palwal & Charkhi Dadri.**

In this regard, w/DGH directed to concerned DHOs to conduct survey in market committee and earmark a space minimum of 1000 M<sup>2</sup> and send the rough sketch to this directorate, so that further necessary proposal may be sent to Govt.

**(Action to be taken: Concerned DHOs & Budget Officer)**



-----Meeting ended with vote of thanks to chair-----