

**Minutes of 108<sup>th</sup> Staff Meeting held on dated 07.12.2017-at 03:00 PM under the Chairmanship of Dr. Arjun Singh Saini, Director General Horticulture, Haryana at Conference Hall, Directorate of Horticulture Haryana, Panchkula.**

***(List of Participants is enclosed)***

At the outset, DDH/MI welcomed all the participants after that Dr. Arjun Singh Saini, Director General Horticulture chaired the meeting. After due deliberation on agenda items, decisions taken are under:

**Agenda No. 1: Review of progress of all departmental schemes.**

Progress of all departmental schemes was reviewed. The progress under RKVY, IHD, SCSP, MI, GAP has not been upto the mark. All DHOs were directed to achieve 80% targets upto 31.12.2017. All DHOs were directed to utilize 100% funds released as committed liabilities- 2016-17 under RKVY upto 31.12.2017 and submit Utilization Certificate along with beneficiary detail in the prescribed proforma already issued.

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

Beneficiary list of GAP scheme has not been received from District Horticulture Officer Panchkula and Ambala. It was directed to concerned to send the same immediately.

**(Action to be taken: DHO Panchkula & Ambala).**

Progress under National Ayush Mission (NAM) was reviewed. After detailed discussion, it was decided in the House that DHO can interchange the crop targets in this scheme without exceeding financial outlay under intimation of Directorate.

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

Progress of MI programme was reviewed. DGH instructed all DHOs to achieve physical & financial targets under this scheme as per Annual Action Plan 2017-18 and special focus be given in identified 36 Over Exploited & Critical Blocks.

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

District Horticulture Officer, Jind informed that Annual Action Plan covering an area of 20 ha. under Drip Irrigation & 150 ha. under Mini Sprinkler Irrigation was approved. The targets of drip was achieved, therefore, the officer

requested in house to convert the targets of mini sprinkler system into drip irrigation. DGH allowed the same in benefits of farmer community of concerned district.

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

For effective implementation of MI programme, it was observed that DHOs & DDH have not conducted monitoring. DGH instructed all DHOs & DDH (field) to conduct monitoring of MI cases installed during 2016-17 and 2017-2018 as per guidelines & submit the report of same immediately.

Moreover, as per operational guidelines of Per Drop More Crop of GoI, 25% of monitoring to be conducted out of total nos. of cases installed in the State. The pattern of monitoring decided for HQ & field functionaries are as under:

Sn.	Officer	Monitoring Percentage
1.	District Horticulture Officer	15
2.	Deputy Director Horticulture (Field)	7
3.	Head Quarter	3

Further, it was instructed to all District Horticulture Officers to insure to achieve 16% targets of Annual Action Plan of micro irrigation for SC/ST families.

**(Action to be taken: All DHOs & DDH/field)**

**Agenda No. 2: Regarding non-written of ACR.**

Establishment Officer informed that ACR of following officers has not been received- Sh. Heera Lal, DHO, Yamunanagar for the year 2015-16; Sh. Shadhu Ram, SMS for the year 2014-15; Sh. Anshul Anand, SMS for the year 2014-15; Sh. Sat Narain, SMS for the year 2015-16 & 2016-17; Sh. Rajesh Kumar, SMS for the year 2015-16 and 2016-17 and the ACR for the year 2016-17 of Sh. Rakesh Kumar, HDO is not received from DHO, Panipat. DGH instructed officers to send ACR.

ACR of DHOs Sh. Madan Lal for the year 2014-15 and 2016-17 is pending at the level of DDH/Gurgaon; ACR of DHO Sh. Hawa Singh for the year 2014-15, 2015-16 and 2016-17 is pending at DC level; ACR of DHO Sh. Subhash is pending at level of DC, it was instructed by DGH to follow the matter at DC level.

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

**Agenda No. 3: Information regarding uploading self-declaration of caste of the employees.**

Establishment Officer informed that Self-declaration of caste by the employees has been uploaded in HRMS by District Horticulture Officers. DGH instructed concerned DDOs to cross check the data on portal.

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

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