

Minutes of 99th Staff Meeting held on dated 27.10.2016 at 10:00 AM under the Chairmanship of Dr. Abhilaksh Likhi, IAS, Principal Secretary to Govt. of Haryana, Department of Agriculture & Farmers Welfare at Directorate of Horticulture, Haryana, Panchkula.

At the outset, Director General Horticulture, Haryana welcomed the Worthy Principal Secretary to Govt. of Haryana in the meeting. First of all DGH briefed the basic data about Horticulture Department like infrastructure, staff position and budget outlay of all Centrally and State sponsored plan and non-plan schemes.

All the participants were introduced to W/Principal Secretary. After that, W/Principal Secretary instructed to IT Expert to create a WhatsApp group with members of all Deputy Directors & District Horticulture Officers. It was also instructed that group members will update the details and photographs of each and every meetings, development work, inspection and monitoring etc. activities daily at 12:00 PM & 04:00 PM and the self-appraisal/ACR shall be evaluated on the basis of day-today activities on WhatsApp. PSA further instructed that divisional meetings shall be conducted with the following agenda:

1. District Horticulture Baseline Data.
2. Physical & Financial targets and achievements
3. CM announcement-status report
4. CM Window-status report
5. Court cases-status report
6. Audit Paras-status report

The date and time of meetings shall be intimated subsequently.

Agenda No. 1: Confirmation of the last meeting held on dated 26.08.2016.

The minutes of 98th Staff meeting which was held on 26.08.2016 were confirmed.

Agenda No. 2: Action Taken Report of 96th, 97th & 98th Staff Meeting.

Action taken report on minutes of previous meeting was not received all concerned officers were instructed to submit Action Taken Report on the concerned points as per minutes of 96th, 97th & 98th staff meetings.

Agenda No. 3: Review of all Departmental schemes by concerned Nodal Officers.

- All the DDH/DHOs were instructed to ensure the Biometric Attendance of office staff. Biometric Attendance shall be done in concerned DHO office by Food Technologist, Jind & Kurukshetra. Some DHOs said that Biometric Machine not in working. Mr. Ajmer Mehla noted all the DHOs complaint for further necessary action.

(Action to be taken by All DDH, DHO & EO)

- Dr. Prem Chand Sindhu, Deputy Director Horticulture/Micro Irrigation instructed to accord sanction of Micro Irrigation Systems on submission of complete documents. Further, they informed that MINET has been selected as notified e-services under e-governance. Limit of 16 days has been defined to accord sanction on submission of complete documents. Strict disciplinary action shall be taken in non-compliance of above instructions.
- DDH/MI informed the house that assistance rate on Micro Irrigation Systems shall vary from 50% to 90% for different category of farmers.

(Action to be taken by All DDH & DHO)

- Dr. Kuldeep Singh, Principal HTI, Uchani, Karnal instructed all DHOs to ensure that all the farmers reach at the time & date for training as per schedule. He also instructed that trainee farmer come with Aadhar Card No. & Bank Accounts No. copy.

(Action to be taken by All DHO)

- Mr. Satbir Sharma, Establishment Officer told all the participants to complete data for salary payment in future. Under HRMS detail of every registered staff member should be complete by e-billing. In Ex-gratia case help of Rs. 25,000/- should be given immediately. If report does not come upto six month than submit reliable reason for that.

(Action to be taken by All DDH, DHO & EO)

- Mr. Ashok Kaushik, Budget Officer told all the participants to send the excess surrender report for the budget 2016-17. He also asked to send the complete case for routine sanction.

(Action to be taken by All DHO)

- Dr. Pawan Kumar, DDH/PN told the participants to send the nursery report upto 3rd date of the month. He also told that nursery should be inspected after every 3 months and give Action Taken Report on observation by the inspecting officers.

(Action to be taken by DDH/PN, All DDH/field & All DHO)

- Dr. Mohinder Singh, DDH/F reviewed the progress of RKVY, IHD, SCSP & National Ayush Mission Schemes. The progress was very poor under these schemes. The financial achievement upto 26.10.2016 is as under:
 - a) **IHD:** Faridabad 8.38%, Kaithal 8.17%, Rewari 4.3%.
 - b) **RKVY:** Ambala 9.6%, Fatehabad 2.08%, Hisar 7.33%, Panipat 2.98%, Rewari 17.84%, Sonapat 22.93% and other districts 0%.
 - c) **SCSP:** Ambala 4.56%, Fatehabad 4.39%, Hisar 11.47%, Jind 10.36%, Kurukhsetra 7.62%, Narnaul 4.44%, Panchkula 7.27% and Sirsa 18.33% and other districts 0%.
 - d) **NAM:** All districts 0% achievement.

This is very serious matter. Many of DHOs explained that the physical targets of many components have been achieved. All DHOs were instructed to achieve 70% physical and financial targets upto 30.11.2016. In case of non-seriousness of any DHOs action will be taken against him accordingly. Further, all DHOs were directed to submit progress report of each scheme upto 3rd day of every month. The funds allotted under RKVY be utilized upto 30.11.2016. Failing which concerned DHO will be held responsible.

(Action to be taken by DHOs)

Further, after deliberately discussion following decisions were taken:

- **Under SCSP Scheme:** 5 unit of jimikand (Tuber crop) component alongwith Rs. 2.00 lakh financial targets has transferred from DHO, Ambala to DHO, Panchkula and 30 unit of stacking in vegetables alongwith Rs. 7.5 lacs financial target was transferred from DHO Kaithal to DHO, Panchkula. Further, DHO Panchkula was instructed to achieve these targets timely as per norm and guidelines of the scheme. *Budget Officer shall transfer funds accordingly.*

(Action to be taken by DHO Panchkula, Ambala & Kaithal & B.O.)

- **National AYUSH Mission:** Following physical and financial targets were transferred to one DHO from other as per following:

Sr. No	Name of Crop	Transferred from			DHO to whom transferred	Remarks
		District from whom targets transferred	Allotment of Target As per AAP 2016-17	Transferred (ha)		
1.	Stevia	Panchkula	3	3	Gurgaon	i) Against additional demand of targets by DHO Gurgaon and by DHO Fatheabad as per requirement of interested farmers in these Districts. ii) These targets transferred alongwith financial target. iii) Remaining targets under AAP 2016-17 will be same.
		Ambala	5	3	-do-	
		Y.Nagar	3	3	-do-	
		KKR	4	4	-do-	
		Fatheabad	2	2	-do-	
		Karnal	3.8	3.8	-do-	
		Sonepat	1	1	-do-	
		Total	21.8	19.8	19.8	
2.	Aloevera	Jind	2	2	Fatheabad	
		Faridabad	3	3	-do-	
		Total	5	5	5	

- DHO Gurgaon and DHO, Fatheabad were instructed to achieve this target timely as per norms and guidelines of the scheme. *Accounts Officer shall be transferred funds as per above table accordingly.*

(Action to be taken by concerned DHOs & A.O.)

- a) As per suggestions/recommendation of NMPB, GOI all DHOs were informed that the cultivation of medicinal plants to be specifically promoted as inter crop, border crop and in mixing cropping.

(Action to be taken by all DHOs)

- **RKVY:**4000 sqm target of net house tubular structure and 4000 sqm target of cultivation of high value vegetable under protected structure alongwith financial target of Rs. 14,20,000/- and Rs. 2,80,000/- has transferred from DHO Faridabad to DHO, Kaithal as per demand of DHO, Kaithal. Further, DHO, Kaithal was instructed to achieve these targets timely as per norm and guidelines of the scheme. *Budget Officer shall transfer budget accordingly.*

(Action to be taken by DHO Kaithal, Faridabad & B.O.)

- Dr. Dharam Singh Yadav, JDH/HQ told about instruction of CM Window & CM Grievances Cell that any employee cannot file complaint

on CM Window. Enquiry of Class C&D employee shall be conducted by 2 Rank higher to that employee and enquiry of Class I&II employee shall be conducted by I Rank higher. He also instructed DHO, Karnal to follow up the matter of village Anjanthali, block Nelokheri proposed for establishment of Horticulture University.

(Action to be taken by All DHO)

- Dr. Dharam Singh Yadav, JDH/HQ instructed and asked about CHAMAN Project to DHO, Karnal for data validation and latest position of schedule. DHO, Hisar told that only 5 villages are left in total 80 schedule (1, 2, 3 Schedule). He also told that 1 & 2 schedule are complete and 3rd schedule will be complete upto 08.11.2016. DHO, Yamuna Nagar told that all the schedule are complete. DHO, Sirsa told that 39th villages has been completed and 1&2 schedules has been completed. 3rd schedule will be completed within 15 days. All the DHO to complete all schemes in 1, 2, 3 & to feed the data in compliance upto 15.11.2016.

(Action to be taken by DHOs of CHAMAN Projects districts)

4. Any other items with the permission of the chair:

- DHO, Kaithal requested to provide Rs. 30,000/- for conducting of farmers training within State under HRD Scheme. W/DGH allowed for the transfer of fund Rs. 30,000/- to district Kaithal.

(Action to be taken by DHO, Kaithal & BO)

- DHO, Fatehabad, Jind, Bhiwani, Gurgaon requested for Rs. 15,000/- for farmers training. W/DGH allowed for the transfer of fund Rs. 15,000/- to concerned district.

(Action to be taken by BO)

- On the request of DHO, Hisar W/DGH allowed to convert the inter State budget into within State for training.

(Action to be taken by DHO, Hisar)

- W/DGH instructed the Deputy Director Horticulture, Atam Parkash for inspection of Rewari by dated 02.11.2016 on the request of DHO, Rewari.

(Action to be taken by DDH, Atam Parkash)

- W/DGH also clarified that project based back ended credit link projects shall be submitted to directorate for sanction and non-project based sanctions shall be issued by DHO as usual.

(Action to be taken by All DHOs)

- On the request of DHO, Sonapat W/DGH allowed to use the balance budget of previous year in this current year within the limits of targets of current Action Plan budget.

(Action to be taken by DHO, Sonapat)

- W/DGH allowed Kurukshetra DHO to hire peon on DC rate for ½ day daily.

(Action to be taken by DHO, Kurukshetra)

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