

Minutes of 85th Staff Meeting held on dated 30-06-2014 at 02:30 PM at Horticulture Training Institute, Uchani, Karnal under the chairmanship of Dr. Arjun Singh Saini, Director General Horticulture, Haryana, Panchkula.

List of participants is enclosed.

It was decided that meeting shall be convened for half day only on 30.06.2014. Meeting was started by welcoming all the members and thereafter, the agenda was discussed point-wise and actions taken are as under:

Agenda No. 1: Confirmation of the proceedings of last meeting.

The minutes of 84th Staff Meeting which was held on 17.04.2014 were confirmed.

Agenda No. 2: Action Taken Report of previous meetings.

Action taken was reviewed that is as given below:

Sr. No.	Particular	Decision Taken	Action to be taken by
1.	It was decided that design of PHC be prepared for establishment of PHCs as per Action Plan.	PHC project approved in EC meeting. It was conveyed to DHO, Narnaul and Ambala that Rs. 25 lacs (Civil Work Rs. 20 lacs + Rs. 5 lacs for equipments etc.) is to be booked under PHC under IPM and Rs. 3 lacs under NHM Mission Management. DHO, Narnaul & Ambala to note.	Action completed
2.	Pending cases of polyhouses upto March, 2014.	<ul style="list-style-type: none">- All the pending cases of last year shall be submitted at H.Q by 10.07.2014. Henceforth no pending case shall be entertained.- After that the fresh case shall be invited for sanction as per the budget availability.	
3.	To prepare profit and loss statements by hiring private agency.	Action pending.	AO

4.	Regarding recovery of mobile bills, it was decided to deduct the amount of balance due from salaries.	Action incomplete.	All DDOs
5.	Operation of HORTNET	HORTNET is working fine in first step. The problem of DHO, Mewat was resolved.	Action completed.
6.	Operation of Nursery Net.	Action pending.	JDH to review and submit report in 15 days
7.	Operation of Seed Net.	- Action pending. - To check whether vegetable seedlings are covered under Seed Act or not.	DDH/V to report
8.	Some DHOs informed that Sify Net is not working in some districts.	Problem of slow connectivity noticed in Karnal, Rohtak, Gurgaon, Ladwa (Kurukshetra), Hisar.	DDH/MI to resolve
9.	DHO have reported that the projects approved by GoI have been completed and requires inspection.	DGH instructed to inspect the projects in the month of July.	DDH/N
10.	To submit ACRs within time frame.	Reports are pending from Jhajjar and Panchkula districts.	EO & concerned DHOs
11.	Management of establishment related matters in PIS portal.	DGH instructed to update accurate bio-data of staff on PIS portal.	EO and All DDOs
12.	ACP cases.	Mr. Ashok Kaushik, Supdt. (Estt.) reported that the cases of ACP are coming to HQ.	Action completed
13.	To consider citrus grader for 50% assistance under Mechanization component.	The same has been included in Norms & Guidelines.	Action completed
14.	It was suggested to credit linked the polyhouse component.	Guidelines prepared and circulated and available on website.	Action completed

	The new guideline and specifications under MIDH was discussed and to be circulated		
15.	A separate workshop (3rd workshop) on orientation was conducted at HTI, Uchani, Karnal.	<ul style="list-style-type: none"> - Guidelines approved in EC meeting and circulated in the meeting on 30.06.2014. - Details of all the components under various schemes were explained for strict follow up and effective implementation of the components under the schemes. 	Action completed
16.	All the DHOs are directed to recheck their final physical and financial progress up to 31st March, 2014.	Variation found in reports of district Yamunanagar & Kurukshetra.	DHO, YNR & KKR
17.	To run Hi-Tech Green House - DHO, Rohtak & Gurgaon was instructed to send the proposal as per requirement at the site.	Action pending at DHO, Rohtak.	DHO Rohtak
18.	Computer operator who can't operate HORTNET. It was decided to hire professional operator who can handle HORTNET and MI-NET	No problem was reported by DHOs.	Action completed
19.	Beneficiary list of all schemes	Report was not compiled. To appraise DGH in 7 days.	All concerned Nodal Officers
20.	Empanelment of agencies		
	Planting material of fruits. <ul style="list-style-type: none"> - It was also conveyed that department is identifying the nurseries for supply of planting material. - If any farmer purchases the plants from any accredited nursery, the subsidy shall be released as per norms but on seeing the invoice of that accredited nursery. 		JDH to report for identification of nurseries in 7 days.

	<p>Protected Structures:</p> <ul style="list-style-type: none"> - It was conveyed that this year up to June, 2014 sixteen firms were empanelled. The proposal only from these empanelled agencies shall be taken for subsidy consideration and on further empanelment of other firms; those cases shall also be considered subsequently. List of empanelled agencies circulated vide Endst. No. 1395-1425/P-10/I Dated: 30.05.2014. - The complete details of specification were circulated and distributed in the meeting also. - It was also conveyed that DHO at their own level can conduct 3 days training programme in their districts with practical exposure at farmers' field. 	
	<p>Field Day & Seminars</p> <ul style="list-style-type: none"> - For field day and seminar other than training, it was decided that the expert from the field can be invited for delivering the lecture and Rs. 1,000/- per expert per lecture can be paid on the pattern of HAMETI, Jind. If expert came from outside his TA & DA shall be paid out of Mission Management fund in case of field day. 	
	Water soluble fertilizers. Tenders called and under progress.	Action completed
	Plastic crates. Tenders called and under progress.	Action completed
	<p>Flower planting material. No empanelment required. It was decided that farmers shall purchase seed from companies and DHO's shall release assistance to the farmers on inspection basis after planting/sowing on the basis of invoice of seed/planting material purchased. In case of bulbs of liliiums and glads seed must be imported and in case of gerberas, roses etc. import may not be necessary. Detail guidelines as circulated in the meeting be followed and it is also conveyed that cost norms and release of assistance pattern as described on page No. 64 be followed instead of page No. 19 in case of flower planting material.</p>	Action completed
	<p>Mechanization: No empanelment required and detailed guidelines to be followed as circulated in the meeting.</p>	Action completed
21.	<p>Finalization of Complete specification of all schemes prepared & distributed in the meeting itself. And also available on department</p>	Action completed

		website under norms & guidelines link.	
22.	Canopy Management	Report not compiled.	DDH/F
23.	Turmeric seed purchase	Seed purchased & distributed to district Yamunanagar as one cluster. DHO, Yamunanagar to submit list of beneficiaries. JDH to monitor and report.	JDH, DHO, YNR
24.	Field day – 1 no. by each DHO	Report not compiled. - It was also directed by DGH that each DHO who has conducted field day shall submit one para report alongwith photograph for use in newsletter.	DDH/F & All concerned DHO's
25.	It was decided to organise one field per month during July, August & September by each DHO.		All DHOs
26.	Vending carts registration status.	Report pending	DDH/V
27.	It was noticed that the farmer share in district, Yamunanagar is still pending to be paid to be firm in case of plastic crates & vending carts.	DGH directed AO to inspect and report.	AO
28.	FLDC status report under NHM	Report pending.	DDH/N
29.	It was decided to conduct a seminar on pomegranate at CEF, Mangiana on 5 th & 6 th August, 2014.	- PO, CEF shall take action to organise seminar. - DHO, Sirsa shall take action on stay arrangements.	DDH/F, PO, CEF & DHO, Sirsa
30.	The weather based scheme was discussed and conveyed that this scheme is applicable throughout state and almost all crops are covered.	DHO were instructed to advertise this scheme to have full benefits at the farmers level and it is invent shall also be given in local newspapers.	All DHOs

	Inspection by HQ team to be conducted		
31.	Karnal		
	Cool chamber	Inspection not conducted.	JDH to review and report.
	Purchase of inputs – bio fertilizers	Inspection not conducted.	JDH to review and report.
32.	Kaithal		
	INM purchase	Inspection conducted by DDH/MI	Action completed
	Area expansion	Inspection not conducted.	JDH to review and report.
33.	Rohtak		
	Strawberry area expansion	Inspection not conducted.	JDH to review and report.
	Shade net house – case study	Inspection not conducted.	DDH/N
34.	Faridabad		
	Area expansion – 35 ha all dead	Inspection not conducted.	JDH to review and report.
35.	Palwal		
	1st Year mtc. of Guava	Inspection not conducted.	JDH to review and report.
36.	Mewat		
	Fresh Plantation of 94 ha	Inspection not conducted.	JDH to review and report.
	MI cases – all districts sample checking	Sampling taken in two districts.	Action under progress.
37.	Gurgaon		
	Rejuvenation work	Inspection not conducted.	JDH to review and report.

	Stevia report	Inspection not conducted.	DDH/V to report.
38.	Jhajjar		
	Low cost onion and Pack house	Inspection not conducted.	DDH/N
	Corrugated boxes farmer share	Inspection not conducted.	DDH/V
39.	Hisar		
	Strawberry area expansion	Inspection not conducted.	JDH to review and report.
	Canopy mgt.	Inspection not conducted.	JDH to review and report.
40.	Fatehabad		
	Canopy mgt.	Inspection not conducted.	JDH to review and report.
	Stevia	Inspection not conducted.	JDH to review and report.
41.	Sirsa		
	Canopy mgt.	Inspection not conducted.	JDH to review and report.
	Citrus with drip	Inspection conducted.	Action completed
	Pack house	Inspection conducted.	Action completed
	Mulching	Inspection not conducted.	DDH/N

DGH taken the matter seriously for non-conducting of inspections by the officers deputed at Headquarter and they were instructed to complete within 3 weeks.

(Action to be taken by all concerned)

Agenda No. 3: Power-point presentation by DHOs regarding progress of different schemes including MIDH, NMSA & other plan schemes of the district.

The reports were taken and to be reviewed by concerned Nodal Officer and to report about the progress to DGH in 10 days' time.

DGH instructed DHOs to expedite the progress under all the schemes.

(Action to be taken by all concerned)

Agenda No.4: Requirement of Consultants and Field Staff at District & Centres level.

DGH instructed all the field officers to send the requirement of Consultants & Field Staff at District and Centres level within one week.

It was also conveyed to all field officers that NABCONS (NABARD) has been entrusted the job of third party inspections for checking of polyhouses and micro irrigation as per norms & guidelines applicable and MOU signed between Department and NABCONS. This agency shall start work from next week and all DHOs to cooperate fully for effective implementation of scheme. It was decided that DHO will depute HDO or any other officer during inspection for ascertaining the identification and authentication of site and beneficiary. In case of wrong identification the responsibility shall be fixed on concerned officer.

(Action: All DHOs)

Meeting ended with vote of thanks to the Chair.

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Attendance list of the HQ Staff participated in the 85th Staff Meeting held on dated 30-06-2014 at 02:30 PM at Horticulture Training Institute, Uchani, Karnal under the chairmanship of Dr. Arjun Singh Saini, Director General Horticulture, Haryana, Panchkula.

HQ STAFF

S. No.	Name of officer/official Sh.	Designation	
1.	Dr. B.S. Sehrawat	JDH	Attendance not marked.
2.	Dr. Ranbir Singh	DDH (MI)	Attendance not marked.
3.	Dr. D.S. Yadav	DDH (F)	Attendance not marked.
4.	Dr. Kuldeep Singh	DDH (NHM)	
5.	Joginder Singh	DDH (PP)	Attendance not marked.
6.	Jai Parkash	AO	Attendance not marked.
7.	Dr. Manoj Kumar	HIO	
8.	Dr. Ashok Kumar Gupta	V.S	
9.	Dr. Inderjeet Malik	SS	Attendance not marked.
10.	P.C. Sindhu	PS	
11.	Mohinder Singh	FS	Attendance not marked.
12.	Mahipal Singh	PHS	
13.	Partap Singh	PPO	
14.	Hawa Singh	TA/F	Attendance not marked.
15.	Dilbag Singh	TA/V	
16.	Ramesh Kumar	APO/HQ	
17.	Lalchand Beniwal	APO/HQ	
18.	Richhpal Bishnoi	APO/HQ	
19.	Ashok Kumar Kaushik	Superintendent (Estt.)	

Note: The officers who have not marked their attendance has to submit their attendance duly approved from their immediate officer.

Attendance list of the Field Staff participated in the 85th Staff Meeting held on dated 30-06-2014 at 02:30 PM at Horticulture Training Institute, Uchani, Karnal under the chairmanship of Director General Horticulture, Haryana, Panchkula.

FIELD STAFF

S. No.	Name of officer/ official Sh.	Designation	
1.	Sh. Sateyander Yadav	PO CEV	
2.	Pawan Kumar	PO, CEF	
3.	Sarjeet Singh	DHO Sirsa	Attendance not marked.
4.	Ashok Kumar Verma	DHO, Palwal	Attendance not marked.
5.	Billu Yadav	DHO, Mewat	Attendance not marked.
6.	B.S. Joon	DHO, Rewari	
7.	Ajit Singh Rathee	DHO, Bhiwani	
8.	Deepak Dhattarwal	DHO, Rohtak	Attendance not marked.
9.	Ilam Chand Saini	DHO, Y.Nagar	
10.	Rajinder Singh Kajal	DHO, Sonapat	
11.	Sudhir Kumar Rao	DHO, Narnaul	
12.	Dr. Subhash Chander	DHO, Panipat	
13.	Dr. Atam Parkash	DHO, Fatehabad	
14.	Manjeet Singh	DHO Kurukshetra	Attendance not marked.
15.	Ajesh Kumar	DHO, Ambala	
16.	Mahendra Mantri	DHO Gurgaon	
17.	Madan Lal	DHO Karnal	
18.	Ravinder Singh	DHO Kaithal & Jind	
19.	Rajinder Malik	APO, Jind	
20.	R.S. Ahlawat	APO, Jhajjar	
21.	Babu Lal Sharma	HDO, Kaithal	
22.	Arun Kumar	HDO, Hansi	

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