

**P A R T - I**  
**For Information**

**Item No. 1: Confirmation of the Minutes of the "1<sup>st</sup> meeting of the General Council" for the year 2012-13**

The Minutes of the "1<sup>st</sup> meeting of the General Council" held on 26.12.2013 in Nepal House, Doranda, Ranchi, were communicated to all the members of the General Council, through letter No.142, dated: 14.02.2013. Copy of the Minutes may kindly be seen at **Annexure I**. No comments have been received from any of the members.

The Minutes were confirmed.

**Item No.2: Review of the action taken on the Minutes of the "1<sup>st</sup> Meeting of the General Council" for the year 2012-13.**

The following statement indicates the action taken on the Minutes of the "1<sup>st</sup> Meeting of the General Council" held on 26.12.2012. The same may be reviewed and recorded.

**Action taken on the Minutes of the 1st Meeting of the  
General Council held on 26.12.2012**

| Approved Minutes   | Action Taken on<br>the Minutes |
|--|--------------------------------|
| <p><b>Item no. 1:</b> Besides the nominated members as per the bylaws rule no. 4 (1)-xii. The following member were nominated as invited members:</p> <ol style="list-style-type: none"> <li>1. Dr. A. K. Sarkar,, Ex-Director, SAMETI, Retd. Dean Agriculture, BAU, Ranchi</li> <li>2. Secretary, R. K. Mission, Ranchi</li> <li>3. Principal Scientist, HARP, Plandu, Ranchi</li> <li>4. Secretary , Vikas Bharti, Ranchi</li> <li>5. Chief Scientist, CURRS, Hazaribagh</li> <li>6. Directoress, Holy Cross, Hazaribagh</li> <li>7. Regional Programme Manger, GVT, Ranchi</li> <li>8. Mr. Ardendu Das, Farmers Representative</li> <li>9. Sri. Birsa Dhan, Chairman, SFAC, Ranchi</li> </ol> | Complied                       |
| <p><b>Item no. 2 :</b> As per bylaws rule no. 4(2)-III two Non Government members were nominated as members of Executive Council</p> <ol style="list-style-type: none"> <li>A. A. K. Sarkar, Ex-Director, SAMETI, Retd. Dean Agriculture, BAU, Ranchi</li> <li>B. Secretary , R. K. mission, Ranchi</li> </ol>   | Complied                       |
| <p><b>Item no. 3 :</b> As per By laws rule no. 4(2)-ix, the following members were selected as members of selection committee</p> <ol style="list-style-type: none"> <li>A. Dr. A. K. Sarkar, Ex-Director, SAMETI, Retd. Dean Agriculture, BAU, Ranchi</li> <li>B. Secretary, R. K. Mission, Ranchi</li> </ol>   | Complied                       |
| <p><b>Item no. 4 :</b> As per Bylaws rule 4(2)-x, in case of GC meeting not being held, the chairman GB is authorized to take decision for smooth running of programmes which will be confirmed in the next GC meeting as Post-Facto Sanction.</p>   | Complied                       |

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| <p><b>Item no. 5:</b> In the 3<sup>rd</sup> meeting of the IDWG held on 15.5.2006 in resolution no. 3, it was decided to produce all paper in file to give financial power to Director, SAMETI equal to Departmental heads as given by finance department. With immediate effect, Director SAMETI was given financial power for purchasing up to Rs. 1.50 lakh, Dy. Chairman GC cum State Nodal Officer up to Rs. 5.00 lakhs and Chairman GC in case of more than Rs. 5.00 lakhs</p> | <p>Under Process</p>       |
| <p><b>Item no. 6 :</b> It was decided that journey to be done as per state govt. rule for tour to outside state by Director, SAMETI for participation in the Meetings/ Trainings/ Workshop ,</p>   | <p>Complied</p>            |
| <p><b>Item no. 7 :</b> It was decided to open separate account in banks for Central Share, State share, State Grant in Aid, Corpus fund and Director, SAMETI &amp; Accounts Officer / Accountant will operate the account by their joint signatures</p>  | <p>Complied</p>            |
| <p><b>Item no. 8 :</b> The post facto sanction of Year wise SEWP, Central Share, State Share release and expenditure is accorded for the year from 2007-08 to 2011-12.</p>   | <p>No action required.</p> |
| <p><b>Item no. 9:</b> In the SLSC meeting held on 18.4.2012, the State Extension Work Plan (SEWP) / District Extension Work Plan (DEWP) for 2012-13 were approved for which post-facto sanction was accorded by the GC.</p>  | <p>No action required.</p> |
| <p><b>Item no. 10:</b> Post facto sanction was accorded for Audit work done at State and District levels by empanelled Chartered Accountants with the audit fee as decided.</p>  | <p>No action required.</p> |
| <p><b>Item no. 11 :</b> The Selection of persons on post of State Coordinator, Dy. Director, Project Director, Dy. Project Director, Programme Officer, Account Officer, Block Technology Manager, Subject Matter Specialist as approved by IDWG were given post facto sanction</p>  | <p>No action required.</p> |



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| <p><b>Item no. 12 :</b> Under Extension Reforms Programme, person working on the posts of Accountant and Computer Operator on contract basis, it was decided that their honorarium should be paid as per recommendation of finance department, Government of Jharkhand for which file should be presented to Chairman, GC with related papers and expected expenditure details for appropriate decision. For taking proper decision, the Chairman GC was authorized.</p> | <p>Under Process</p>       |
| <p><b>Item no. 13:</b> It was decided to present details of class-3 and class-4 employees post under State grants in aid for sanction. List of vacant post (Technical &amp; Non-Technical) etc. should be put up to the Chairman GC for taking decisions. Chairman GC was authorized for that.</p>   | <p>Under Process</p>       |
| <p><b>Item no. 14 :</b> At the state level, for execution, monitoring and evaluation for tours, two vehicles should be hired on monthly rent basis for Director, SAMETI and other officials and for guest faculty vehicles may be used on daily rent basis as per the need.</p>  | <p>Under Process</p>       |
| <p><b>Item no. 15 :</b> Maintenance of accounts to be done in online tally sheet was approved by GC</p>  | <p>Under Process</p>       |
| <p><b>Item no. 16 :</b> It was decided to utilize the hostel, Meeting Hall of Extension Training Center for training, workshop etc by SAMETI. It was decided that file should be presented to Principal Secretary, Dept of Agriculture &amp; Cane Development for taking decision at Govt . Level in this regard.</p>  | <p>Under Process.</p>      |
| <p><b>Item no.17 :</b> Post facto sanction was accorded for MOU done for conduction of PGDAEM/ DAESI with MANAGE and it was also decided to open one Study center of IGNOU after doing MOU</p>   | <p>No action required.</p> |
| <p><b>Item no. 18 :</b> For transfer of information to farmers, Agriculture Technology leaflets, folders Success Stories of farmers, Booklets etc published material by SAMETI was</p>   | <p>Complied</p>            |

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| approved by GC.   |  |
| <b>Item no. 19:</b> It was decided that Project Director during the contact period can allot BTM and SMS in the district to any block and after the end of contract by doing re-contract. It was decided that contract of PD, DY. PD should be done by Director, SAMETI and can be allotted districts by Director, SAMETI during contract period and after the end of contract period.  | Under Process  |
| <b>Item no. 20:</b> For Maintenance of meeting hall and Guest Houses, Charges which were fixed much earlier were revised  | No action required.  |
| <b>Item No. 21:</b> Other decision taken were<br>1. GC Meeting should be held after 3 months interval.<br>2. In the next GC Meeting the financial report and district wise progress report should be made available.<br>3. SAMETI is an autonomous body and under Societies registration act, 21 of 1860 it is registered and is independent to take decisions or in some cases sanction from Government was discussed. It was decided to present the file and get orders.<br>4. Keeping in view of need of Full time Director, SAMETI, it was decided by the GB that the Dept. of Agriculture and Cane Development may be requested for constituted a search committee for the said purpose. The details has given regarding eligibility of candidates for the same etc. were approved the GC. | Under Process<br>Complied<br><br>Under Process<br><br>Complied |

**Decision:**

The General Council of SAMETI reviewed and noted the action taken on the "Minutes of the 1<sup>st</sup> Meeting of the General Council. The following instruction has been provided as per the above minutes.

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- a. Director, SAMETI informed that Dr. A. K. Sarkar, Ex-Director, SAMETI and Retd. Dean Agriculture informed that he has relocated to Outside Ranchi and he cannot participate in the GC meeting. In response to this, Chairman, General Council instructed to replace Dr. A. K. Sarkar with Dr. F. Sinha, Dean, Faculty of Agriculture, BAU in the item no. 1, 2 and 3 above.
- b. It has been decided by the Governing Council of SAMETI that Director, SAMETI will have financial power of Rs. 5 lakhs, State Nodal Officer will have 5-10 lakhs and Chairman, Governing Council will have above 10 lakhs. [Item no. 5 above]
- c. Under hire of vehicle services at SAMETI, Chairman IDWG instructed to finalize the tender within a week. [Item no. 14]
- d. Chairman, GC instructed to operationalize accounting through Tally Sheet within a month time. [item no. 15]
- e. It has been decided by the GC that transfers for Dy PD, BTM and SMS to other district is not permitted. If a BTM and SMS want to move to other districts, he or she can do so by undergoing the selection process against the vacant post in that district. [agenda 19]

**Item No.3: Review of the activities of SAMETI during the period from April 2012- March, 2013**

**(A) Academic Calendar Activities**

**(i) Training & Research Activities (2012-13)**

During this period, 20 training programmes/ Workshop were conducted against a target of 20 programmes. Major emphasis was on Operationalisation of Extension Reforms, Market-led Extension, ICT applications in Agriculture, Operationalization of ATMA & SREP, Farm Mechanization, Website Development, Operationalization of Electronic Monitoring System (EMS), Mass Media Skills to Support Agriculture



Extension, SREP, Gender Concern, Kisan Call Center, Climate Change etc. A total of 679 officers were trained.

This is placed before the General Council for information.

**Training Report for the year 2012-13**

**Appendix-I**

| Sl. No    | Particulars   | Planned as per Academic Calendar April 2012 March 2013 | Achievement April, 2012-Mar, 2013 | No. of participants |
|-----------|---|--|-----------------------------------|---------------------|
| <b>1</b>  | <b>Agricultural Extension Management</b>                |  |                                   |                     |
| 1.1       | AEM   | 8  | 6                                 | 194                 |
| <b>2</b>  | <b>Information Technology in Agricultural Extension</b> |  |                                   |                     |
| 2.1       | IT  | 8  | 4                                 | 125                 |
| <b>3.</b> | <b>Extension Reforms</b>                                |  |                                   |                     |
| 3.1       | ER  | 4  | 4                                 | 150                 |
| <b>4</b>  | <b>Sponsored &amp; Open Programmes</b>                  |  |                                   |                     |
| 4.1       | Others  | -  | 6                                 | 210                 |
|           | <b>Total</b>  | <b>20</b>  | <b>20</b>                         | <b>679</b>          |

**Trg - Training**

**Decision:**

The Governing Council accorded Post-Facto approval for the training organized by SAMETI during 2012-13,

**Government of India Schemes**

**(i) Agri-clinics and Agri-business Centers Scheme (AC&ABC)**

The Central Sector Scheme of AC&ABC was launched during 2002 to supplement the efforts of public extension, to support agricultural development, and to create gainful self-employment opportunities to unemployed agricultural professionals. MANAGE is the nodal implementing agency for this scheme and it is being implemented



through a network of 88 Nodal Training Institutes spread across the country.

This Scheme envisages providing a 2-month free residential training to eligible candidates in the areas of Agricultural Extension and Agri-entrepreneurship development. The training is followed by one-year hand-holding support to the trained candidates to enable them establish Agriventures with the help of loans from banks and subsidy from DAC, GoI.

For effective implementation of the AC&ABC scheme, the DAC, MoA, GoI had issued revised guidelines of the Scheme during 2010. The important modifications are as indicated below:

**Progress during April 2012--March 2013:** The Nodal Center for ACABC in Jharkhand is Indian Society of Agribusiness Professional (ISAP), Bokaro. ATMA district were informed the details of 40 agripreneurs for ensuring involvement in the implementation of Extension Reforms Scheme.

**Decision:**

It has been decided by the GC that performance of ACABC scheme of other states may be studied and a proposal for up scaling the ACABC scheme in Jharkhand may be placed in the next GC Meeting.

**(ii) Kisan Call Centre (KCC)**

The DAC, MoA, GoI launched Kisan Call Centers in 2004 across the country to deliver telephonic advisory services to farmers in local language. The queries are answered by Agricultural Professionals, Subject Matter Specialists (SMSs) from the SAUs and Practitioners from the concerned State Departments.

To access this service, the farmer has to dial a four-digit toll free number **1551** or **1800-180-1551**. The KCC operates at three levels -

viz., Level I, II and III. If the farmer's query is not answered at Level I, it is escalated to Level-II and III.

**Calls received at KCC, Patna**

| S No. | Name of District | Oct, 12 | Nov, 12 | Dec, 12 | Jan, 13  | Feb, 13 | March, 2013  |
|-------|------------------|---------|---------|---------|--|---------|--|
| 1     | BOKARO           | 14      | 40      | 57      | 3214 Call has been received. Out of which 3967 queries were answered. 2296 calls were abandoned. | 13      | 7610 calls received, 3656 calls answered, 1174 calls call backed and 2237 abandoned. |
| 2     | CHATRA           | 3       | 13      | 48      |  | 40      |  |
| 3     | DEOGHAR          | 7       | 35      | 85      |  | 63      |  |
| 4     | DIHANBAD         | 10      | 45      | 61      |  | 72      |  |
| 5     | DUMKA            | 7       | 23      | 52      |  | 35      |  |
| 6     | E. SINGHBHUM     | 3       | 23      | 50      |  | 37      |  |
| 7     | GCHARWA          | 6       | 35      | 64      |  | 72      |  |
| 8     | GIRIDIH          | 11      | 34      | 87      |  | 14      |  |
| 9     | GODDA            | 5       | 9       | 50      |  | 15      |  |
| 10    | GUMLA            | 1       | 5       | 19      |  | 8       |  |
| 11    | HAZARIBAGH       | 5       | 32      | 112     |  | 76      |  |
| 12    | JAMTARA          | 0       | 0       | 0       |  |         |  |
| 13    | KHUNTI           | 0       | 0       | 0       |  |         |  |
| 14    | KODERMA          | 7       | 18      | 26      |  | 26      |  |
| 15    | LATEHAR          | 0       | 0       | 0       |  |         |  |
| 16    | LOHARDGA         | 1       | 14      | 29      |  | 18      |  |
| 17    | PAKUR            | 1       | 6       | 8       |  | 8       |  |
| 18    | PALAMAU          | 7       | 11      | 106     |  | 25      |  |
| 19    | RAMGARH          | 0       | 0       | 0       |  |         |  |
| 20    | RANCHI           | 19      | 109     | 154     |  | 155     |  |
| 21    | SAHEBGANJ        | 0       | 19      | 62      |  | 36      |  |
| 22    | SARAIKELA        | 0       | 0       | 0       |  |         |  |
| 23    | SIMDEGA          | 0       | 0       | 0       |  |         |  |
| 24    | W. SINGHBHUM     | 0       | 6       | 30      |  | 20      |  |
|       | Total            | 107     | 500     | 1100    | 893  |         |  |

**This is placed before the General Council for information.**

**Decision:**

It has been decided by the GC that a proposal for set up an Kisan Call Center at Ranchi with the state Assistance may be prepared in consultation with Director (Extn.), BAU and IKSL, Ranchi and after due approval from State Government, a letter may be sent to Joint Secretary (Extn.) for provide necessary support for operatioalize the KCC. It has been also decided to find out cost to be incurred to run the KCC from State.



(C) Educational Programmes

(i) Post Graduate Diploma in Agricultural Extension Management (PGDAEM)

This one-year program was launched in 2007 by SAMETI on a distance learning mode for capacity building of public and private extension functionaries. The objectives are to enhance their techno-Managerial competence, to acquaint them with the latest developments in Agri and Allied sectors, to equip them with the tools and techniques of participatory decision making and to provide inputs on Agri-value chain. The program comprises of 10 courses offered in 2 semesters. Contact classes are conducted at the end of each semester in the local SAMETI.

MANAGE has undertaken the revision of both the Curriculum and the Study material of this program, in both Hindi and English, with the help of Agricultural Experts and Practitioners from Agri and Allied sectors.

Since inception till 2011-12, 324 candidates have enrolled, out of which 300 have successfully completed the programme. The results of rest of the candidates are awaited. During the year 2012-13, 73 candidates have enrolled and the course has just begun.

| Session | No. of Dist Involved | No. of Candidates | No. of Candidates Qualified |
|---------|----------------------|-------------------|-----------------------------|
| 2007-08 | 9                    | 79                | 78                          |
| 2008-09 | 20                   | 137               | 133                         |
| 2009-10 | 13                   | 67                | 67                          |
| 2010-11 | 10                   | 33                | 30                          |
| 2011-12 | 4                    | 8                 |                             |
| 2012-13 | 13                   | 73                |                             |
| Total   |                      | 397               | 308                         |



**Decision:**

It has been decided by the GC, that existing extension functionaries of Block/ District level may be enrolled for updation of their knowledge/skills in the latest advancement through PGDAEM Course.

**(iii) Diploma in Agricultural Extension Services for Input Dealers (DAESI)**

This is a self-financed diploma programme launched in 2012-13 with the objective of transforming input dealers into Para-extension professionals who can offer agricultural advisory to farmers. Input dealers with a minimum of 10<sup>th</sup> standard are trained in technical aspects of Agriculture, Extension Management, Personality development and Legal aspects related to Agri-input Management in regional languages. DAESI is conducted on weekly market holidays at district level for 48 days in a year, including field visits, without disturbing their regular business. The course fee is Rs.20,000/- for representative of Agribusiness Companies and Rs. 5000/- for licensed input dealers and remaining 15000 will be met from RKVY grant. An MOU has already been signed with MANAGE for organization DAESI Programme in Jharkhand.

At Present 2 centers for DAESI programme has been stated i.e. one at Ranchi involving Ranchi, Khunti, Ramgarh and Lohardaga and the other at East Singhbhum involving East Singhbhum and Seraikella. 42 candidates were enrolled at Ranchi center and 38 candidates were enrolled at East Singhbhum Center.

**This is placed before the General Council for information.**

**Decision:**

It has been decided by the GC that based on the success of the 2 centers (Ranchi and Jamshedpur), the DAESI programme may be replicated in other districts.

P A R T - II

For Approval

**Item No.4: Budget Estimates for the year 2013-14**

**(a) Budget Estimates for 2013-2014:**

**Central Share:**

The District Extension Work Plan (DEWP) of 24 ATMA districts has been thoroughly reviewed and discussed during the State level Workshop on "Finalization of State Extension Work Plan (SEWP)" for the year 2013-14. The State Extension Work plan (SEWP) with the inclusion of proposal of State Nodal Cell and SAMETI of Rs. 6123.935 lakhs has been prepared and Submitted to Govt. of India vide letter no. ER/SEWP/747/2012-13/375, dated: 25.4.2013 for Comment. As per the comment received from GOI vide Consultant (Extension Reforms) letter F No. 29-5/2013-AE, dated: 1<sup>st</sup> May, 2013, the SEWP has been revised and placed in the State level Sanctioning Committee (SLSC) meeting held on 10.5.2013 and the summary of revised proposal is as below:

| S. No. | Activity  | Total Fund Requirement |
|--------|---|------------------------|
| 1      | State Nodal Cell (Total of Table No. 6-A)         | 24.600                 |
| 2      | SAMETI (Total of Table No. 6-B)                   | 103.500                |
|        | Sub Total (1+2)                                   | 128.100                |
| 3      | ATMA at District Level                            |                        |
| I      | Farmers Oriented activities (B. 1-7 & B.16)       | 3354.289               |
| II     | Farm Information dissemination (B.8-10)           | 226.20                 |
| III    | R-E-F Linkages (B.11-13)                          | 158.21                 |
| IV     | Administrative expenses - Recurring (B.14 & B.15) | 251.60                 |
|        | Sub Total (I+II+III+IV)                           | 3990.299               |
| 4      | Innovative Activities - District Level            |                        |
|        | Setting up CRS (Gumla/Dumka)                      | 54.00                  |



|   |   |          |
|---|---|----------|
| 5 | Establishment (Provision for One Year)                                |          |
| a | State Level (Faculty/ Dy. Director, Accountant . Computer Programmer) | 35.680   |
| b | District Level (PD.DPD. Accountant & Computer Programmer)             | 238.686  |
| c | Block Level ( BTM & SMS)  | 991.74   |
| d | Village Level ( Farmers Friend)                                       | 606.68   |
|   | Sub Total (a+b+c+d)   | 1872.786 |
|   | Grand Total   | 6045.185 |

**Decision:**

The Governing Council accorded Post-Facto approval for the budget estimates of Rs. 6045.185 lakhs.

**Item No. 5: Shifting of SAMETI Office to ETC, Hehal.**

State Agricultural Management & Extension Training Institute (SAMETI), Jharkhand is functioning in the G+1 Residential building (Previously used by Agriculture Production Commissioner) in the Krishi Bhawan having 6 rooms since 2003. As per the provision under Extension Reforms (Revised ATMA Programme), availability of space for 1 Director, 8 Dy. Director, Account Officer, Programme Officer, Establishment Section, Computer Section, Receipt / Dispatch Section need to be created so as to run the SAMETI effectively. Currently, 11 officials were engaged in the SAMETI Office for implementation of Extension Reforms Programme in the State.

The mandate of SAMETI is capacity building of Extension functionaries of State/District/ Block level in programme planning, execution, Agriculture Extension Management, Information Technology, Human Resource Development through Training/ workshop.

SAMETI has its own conference hall in the krishi bhawan premises. No. hostel facility for the trainees is available with SAMETI. During training SAMETI was using the facility of Krishak Bhawan of BAU



as per the availability and also on payment basis resulting the non-achievement of target of training activities as per the training calendar.

In order fulfill the mandatory work of SAMETI and as per the decision taken during the last GC, it is proposed to handover the ETC infrastructure to SAMETI for smooth functioning of SAMETI as per its mandate.

**Decision:**

Chairman Governing Council directed the State Nodal Officer and Director, SAMETI to discuss and come up with a proposal in view of operating different training institution in the form of ETC, JASMIN, SAMETI & ATMAs into one umbrella.

**Item No. 6:** Roster for General Council Meeting / Executive Council Meeting. [Proposal as approved by EC]

During the year 2012-13, SAMETI has been re-registered as an autonomous body vides Reg. no. 200. since then, one General Council Meeting and one Executive Council Meeting has been organized. In order to effectively monitor the activities of SAMETI time to time, a roster for General Council / Executive Council meeting need to be decided by the General Council.

**Decision:**

The roaster for the GC Meeting in a financial year has been finalized as below:

|                               |                                 |
|-------------------------------|---------------------------------|
| 1 <sup>st</sup> Meeting of GC | 1 <sup>st</sup> week of June    |
| 2 <sup>nd</sup> Meeting of GC | 2 <sup>nd</sup> week of Sept    |
| 3 <sup>rd</sup> Meeting of GC | 1 <sup>st</sup> week of January |

The roaster for the EC Meeting in a financial year has been finalized as below:

|                               |                             |
|-------------------------------|-----------------------------|
| 1 <sup>st</sup> Meeting of EC | 1 <sup>st</sup> week of May |
| 4 <sup>th</sup> Meeting of EC | 2 <sup>nd</sup> week of Aug |

|                               |                                  |
|-------------------------------|----------------------------------|
| 3 <sup>rd</sup> Meeting of EC | 1 <sup>st</sup> week of November |
| 4 <sup>th</sup> Meeting of EC | 1 <sup>st</sup> Week of March    |

**Item No. 7:** Creation of Post for SAMETI for Receptionist, Publication Assistant, Steno to Director SAMETI and Administrative Officer.

SAMETI is a state level Agricultural Management & Extension Training Institute in Jharkhand (on the similar pattern of MANAGE, Hyderabad) also called as mini-MANAGE. In order to effectively support the State Government in capacity building efforts of following post proposed to be created in SAMETI.

**Post to be supported by State Grant:**

| S No. | Name of Post                            | Nos.   |
|-------|---|--------|
| 1.    | Administrative Officer                  | 1 No.  |
| 2.    | Public information officer              | 1 No.  |
| 3.    | Steno cum Computer Operator to Director | 1 No.  |
| 4.    | Account Officer                         | 1 No.  |
| 5.    | Programme Officer                       | 1 No.  |
| 6.    | Computer Operator                       | 4 Nos. |
| 7.    | Establishment Clerk                     | 1 Nos. |
| 8.    | Clerk cum Computer Operator             | 2 Nos. |
| 9.    | Librarian                               | 1 No.  |

**Post provided under Revised ATMA Scheme**

| S No. | Name of Post         | Nos.   |
|-------|----------------------|--------|
| 1.    | Director, SAMETI     | 1 No.  |
| 2.    | Dy. Director/Faculty | 8 Nos. |
| 3.    | Computer Programmer  | 1 No.  |
| 4.    | Accountant           | 1 No.  |

**Decision:**

It has been decided to create the post to be supported by State Government. A proposal for the year wise fund requirement for the above post need to approved and forwarded from executive council with due consideration and justification to Governing Council for necessary decision.

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**Item No. 8:** Outsourcing Facility for Housekeeping, Gardening, AMC for Equipment, Security Services, Fooding during Training, Chartered Accountant, Medical Facility and Monitoring and Impact Assessment for development Schemes.

In order to function SAMETI in a smooth and effective manner, the following outsourcing facility proposed to be created.

| S No. | Name of Services                           |
|-------|--|
| 1.    | Housekeeping                               |
| 2.    | AMC for Equipment                          |
| 3.    | Security / Gardening                       |
| 4.    | Fooding facility during Training/ workshop |
| 5.    | Chartered Accountant                       |
| 6.    | Medical Facility                           |
| 7.    | Monitoring & Evaluation                    |

**Decision:**

It has been decided by the GC that the above services may be obtained through outsourcing and for medical facility may be availed through tie up with the nearby nursing home.

**Item No. 9:** Creation of Intercom Facility and Video Conferencing Facility.

As SAMETI is involved in the monitoring of Extension Reforms programme in 24 districts of the State which require constant interaction with the field functionaries with the SAMETI Officials. So for establishment effective communication, Intercom facility and Video conferencing facility is proposed to be created.

**Decision:**

In place of creating video conferencing facility in each district, Skype communication software maybe used with the district for audio & video communication.

**Item No. 10: Collaboration for Research Study with Columbia University / BAU/ MANAGE/ Other SAMETI.**

SAMETI being an Extension Management Training institution, it has one of the mandates for programme oriented research based on the feedback of training programme and hence may take up collaborated research study with BAU/MANAGE/other institution. In this context, Columbia University has also requested for collaboration under USAID project "Water -Agriculture-Livelihood Security in India".

**Decision:**

It has been decided that SAMETI may collaborate with Columbia University/ BAU/ MANAGE and Other SAMETI but it should be ensured that there won't be any financial support to the project from State Govt. The collaboration will be done within the integration of activities of above institution/ organization.

**Item No. 10: Collaboration with BAU, XISS, XLRI, IIM, SIRD, NRLM and SLNA for academic activities.**

SAMETI being an Extension Management Training institution, one of the mandate is to Develop systematic linkage between State, Regional and International Institution of outstanding accomplishment in the field of Agricultural Extension Management. In light of this, SAMETI may be permitted to collaborate with BAU, XISS, XLRI, IIM, SIRD, NRLM and SLNA for academic related activities.

**Decision:**

Governing Council permitted SAMETI for collaboration with BAU, XISS, XLRI, IIM, SIRD, NRLM, SLNC and like organization.



**Item No 11. Provision of enhancement of monthly Emolument of Sri. Manoj Kabi, Faculty (IT) and Sri. Abhishek Tirkey, Faculty (Extension Management) as per the increase in dearness allowances by State Govt time to time.**

As per the Guidelines of State Extension programme for Extension Reforms (ATMA Scheme, 2010), Annexure -III (B), the pay scale has been provided for the Post of faculty at SAMETI. Currently, 2 faculties are working for 8-10 years at SAMETI with the prescribed roles and responsibilities as provided by Revised ATMA Scheme and getting consolidated emolument of Rs. 25,000/- per month only. As per the Guidelines, para no. 2.2 it has been emphasized that "it must be ensured that employee get at least the emoluments stipulated in these guidelines". It is therefore proposed to convert them into the pay scale as per GOI guidelines or consolidated emolument may be provided on the basis of approved pay scale.

**Decision:**

It has been decided by the GC that a separate file for consideration of emolument of the these two faculties may be placed before the Chairman GC for necessary review of the matter and decision.

**Item No. 12: Extension of service period of Account Officer, Programme Officer and Dy. Project Director, ATMA**

During the last IDWG Meeting, the service period of Account Officer, Programme Officer and Dy. Project Director, ATMA were provided extension up to the next IDWG meeting. Taking into consideration their support and coordination in the implementation of Extension Reforms, they may be provided extension for further period.

**Decision:**

It has been decided by GC that based on the performance of these officials; the services of Account Office, SAMETI, Programme Officer, SAMETI and Dy. Project Director, ATMA working may be extended to project period.

**Item No. 13: Annual Accounts for the years 2012-13**

Under Centrally Sponsored Scheme "Support to State Extension Programme for Extension Reforms", an amount of Rs. 3065.76 (907.20+1289.65+868.91) lakhs has been received from Govt. of India during 2012-13.

Under State Plan Grants, an amount of Rs. 250.00 lakhs has been received from Govt. of Jharkhand during 2012-13.

Under State Share (90% & 50%), an amount of 1.79109 has been received.

Under NeGP-A, an amount of Rs. 3.12778 Crore has been received during 2012-13.

Under National Project on Management of Soil Health and Fertility (NPMSHF), an amount of Rs.256 .61 has been received.

The annual accounts of SAMETI for the financial years 2012-13, consisting of the Receipts and Payment Account, Income & Expenditure Statement and Balance Sheet, were prepared as per standard accounting norms. The Annual Accounts has been submitted to Extension Division, Govt. of India as required under SAMETI Bye-law. The certified Accounts, along with the Audit Report and the replies to the audit comments mentioned in the Audit Report, have also been prepared and placed along with the Annual Accounts.

The Annual Accounts of SAMETI for the years 2012-13 are placed as Enclosures before the General Council for post-facto approval.

**Decision:**

Post Facto approval has been accorded for the annual accounts of SAMETI during 2012-13

**Item No. 14: Selection of Accountant, Computer Operator, Peon and Caretaker cum Cook for SAMETI and State Nodal Cell on contract basis.**

As per 8<sup>th</sup> IDWG Meeting dated: 17.6.2011 (Agenda No. 5), the post sanctioned for Accountant, Computer Operator, Peon Caretaker cum

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cook, Night Guard and Sweeper for SAMETI and State nodal Cell is vacant till date. It is proposed to fill up the above posts of SAMETI and State Nodal Cell through walk in interview by the selection committee.

**Decision:**

It has been decided that services of peon, night guard may be outsourced through Placement agency and rest of the above post may be filled up through advertisement.

**Item No. 15: Any other item with the permission of the Chair**

**a) Training Calendar**

The Training Calendar for SAMETI has been finalized with the feedback taken during the State level Training Planning Workshop organized during 16-17 March, 2013. The following training programme were scheduled

| Sl. No. | Topic of Training Programme  |
|---------|--|
| 1       | Master trainers training program on "Revisiting of SREP"                                       |
| 2       | Capacity building programme for trainers of agriculture and allied departments                 |
| 3       | Extension Methodology for extension functionaries  |
| 4       | Leadership for innovation in agriculture   |
| 5       | Formation and management of producers groups (CIGs) and federations                            |
| 6       | Market led extension management  |
| 7       | Write shop for success stories   |
| 8       | Communication for effective extension  |
| 9       | Planning and management of ongoing extension development scheme                                |
| 10      | Operationalization of ATMA and SREP on extension reforms                                       |
| 11      | Gender sensitization for the extension functionaries under extension reforms                   |
| 12      | Training on farmers led extension – concept, potential, models and experiences                 |
| 13      | Applications of ICTs and media in modified extension reforms scheme                            |
| 14      | Application of remote sensing and geographical information systems in agricultural development |

|    |  |
|----|--|
| 15 | Knowledge management in agriculture                                |
| 16 | ICTs for agricultural information management and networking        |
| 17 | Writing for print media  |
| 18 | Workshop on website development                                    |
| 19 | Course on Operationalisation of Electronic Monitoring System (EMS) |
| 20 | Refresher training programme on DAESI                              |
| 21 | Workshop on NeGP Implementation in Jharkhand                       |

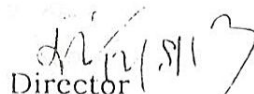
The organization of the above training/ workshop by SAMETI, Jharkhand has been approved by the Governing Council.

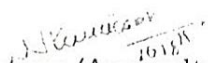
- b) Under State Plan Grant, provision of Rs. 600 lakhs has been made for SAMETI and ATMA during the year 2013-14, out of Rs. 423.20 lakhs for the following activities will be done at SAMETI for which approval from Governing Council is hereby provided.

| S No. | Activities                                 | Amount in Lakhs |
|-------|--|-----------------|
| 1.    | Salary                                     | 28.50           |
| 2.    | Traveling Allowance                        | 5.00            |
| 3.    | Procurement/ AMC for different Equipments  | 5.00            |
| 4.    | Modernization/ Civil works (Training Hall) | 50.00           |
| 5.    | Training/ Workshop/ Conference             | 5.00            |
| 6.    | Exposure Visit                             | 2.00            |
| 7.    | Extension related publication              | 100.00          |
| 8.    | Preparation of Audio -Video CD/DVD         | 25.00           |
| 9.    | Documentary Film                           | 25.00           |
| 10.   | Training Material                          | 1.50            |
| 11.   | Human Resource Development                 | 171.20          |
| 12.   | Others                                     | 5.00            |
|       | Total                                      | 423.20          |

(Rupees Four Crore Twenty Three Lakhs and Twenty Thousand only)

**The meeting ended with thanks to all who are present.**

  
Director  
SAMETI, Jharkhand

  
Secretary (Agriculture) .  
cum  
Chairman (GC), Jharkhand



Memo No. 695/2012-13/.....<sup>1096</sup>

dated: .....<sup>21/08/13</sup>

**Copy to:** Joint Secretary, Dept. of Agriculture & Cane Development, GOJ/  
Director Agriculture, Jharkhand/ Director Horticulture, Jharkhand/Director  
Soil Conservation, Jharkhand/ Director (Extension Education), BAU, Ranchi/  
Principal Scientist, ICAR-RCER, Plandu, Ranchi/Principal Scientist, CURRS,  
Hazaribagh /Principal, Extension Education Institute, Hehal/ Secretary, Vikas  
Bharti, Ranchi/ Directress Holy Cross, Hazaribagh/ Zonal Programme  
Coordinator, GVT, Ranchi/ Secretary, R. K. Mission, Ranchi/ Dean, Faculty of  
Agriculture, BAU/Dy. Director (Agriculture & Allied), SAMETI for information  
and necessary action.

  
Director

SAMETI, Jharkhand

Memo No. 695/2012-13/.....<sup>1096</sup>

dated: .....<sup>21/08/13</sup>

**Copy to:** Sri. Arhendu Das, Farmers Representative/ Sri. Birsa Dhan,  
Chairman, SFAC, Jharkhand for information and necessary action

  
Director

SAMETI, Jharkhand

Memo No. 695/2012-13/.....<sup>1096</sup>

dated: .....<sup>21/08/13</sup>

**Copy to:** Secretary, Dept. of Agriculture & Cane Development, Government of  
Jharkhand for kind information


  
Director

SAMETI, Jharkhand

Memo No. 695/2012-13/.....<sup>1096</sup>

dated: .....<sup>21/08/13</sup>

**Copy to:** Secretary / Joint Secretary Dept. of Agriculture & Cooperation, GOI/  
Joint Director, Extension Division, Krishi Bhawan, New Delhi / Director  
General, MANAGE, Hyderabad for information and needful.

  
Director

SAMETI, Jharkhand

MINUTES

2<sup>ND</sup> MEETING OF THE GENERAL COUNCIL OF SAMETI

Date: 25. 07. 2013  
Time: 11.15 a.m.  
Venue: Office Chamber of Secretary (Agril),  
Nepal House, Doranda, Ranchi

STATE AGRICULTURAL MANAGEMENT & EXTENSION TRAINING  
INSTITUTE  
KRISHI BHAWAN, KANKE ROAD, RANCHI 834008



**Minutes of the 2<sup>ND</sup> Meeting of General Council of State Agricultural Management & Extension Training Institute (SAMET) held on 25<sup>th</sup> July, 2013 at 11.15 hrs at Nepal House Secretariat, Doranda, Ranchi**

The 2<sup>nd</sup> Meeting of General Council of State Agricultural Management & Extension Training Institute (SAMET) held on 25.7.2013 at 11.15 hrs at Nepal House Secretariat, Doranda, Ranchi. Secretary, Dept. of Agriculture & Cane Development chaired the meeting.

List of members who attended the meeting is given at Annexure-I. Leave of Absence was granted to the members shown in Annexure -II

At the outset, Secretary (Agriculture), GOJ welcome the distinguished members of General Council and enquired about the presence of members.

Subsequently, the agenda items of the 2<sup>nd</sup> Meeting of General Council of SAMETI were taken for discussion.

*an*