



सत्यमेव जयते

GOVERNMENT OF ASSAM

# STRATEGY PAPER

On Rejuvenation of Govt. Livestock  
and Fodder Farms for Demonstration/  
Extension Activities in Assam



ANIMAL HUSBANDRY  
& VETERINARY DEPARTMENT  
Government of Assam

**ANIMAL HUSBANDRY AND VETERINARY DEPARTMENT**

**ASSAM::GUWAHATI-781003**



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## Base farms/ Demonstration farm grid for Assam

**Introduction** -Animal Husbandry & Veterinary department( AHVD), Assam is a major department of Assam dedicated to oversee the Animal Health, Animal welfare, Animal Husbandry of the state to achieve socio-economic development of the Livestock farmers of the state. The department is committed to the Chief Ministers vision of doubling the farmer’s income through climate resilient and sustainable farming systems easily adoptable by our farmers.

The farms under A.H. & Veterinary Department were established under a prime policy of the department to highlight the utility and importance of Animal Husbandry and Veterinary Department under Government, using the farms as icons of demonstrative activities for creating awareness and attraction towards the livestock, poultry, pig, goat etc. sub-sectors for the common public and catering to the needs of the urban population in a small scale provision for meat, milk and eggs for also reflecting their scope of auxiliary income capabilities.

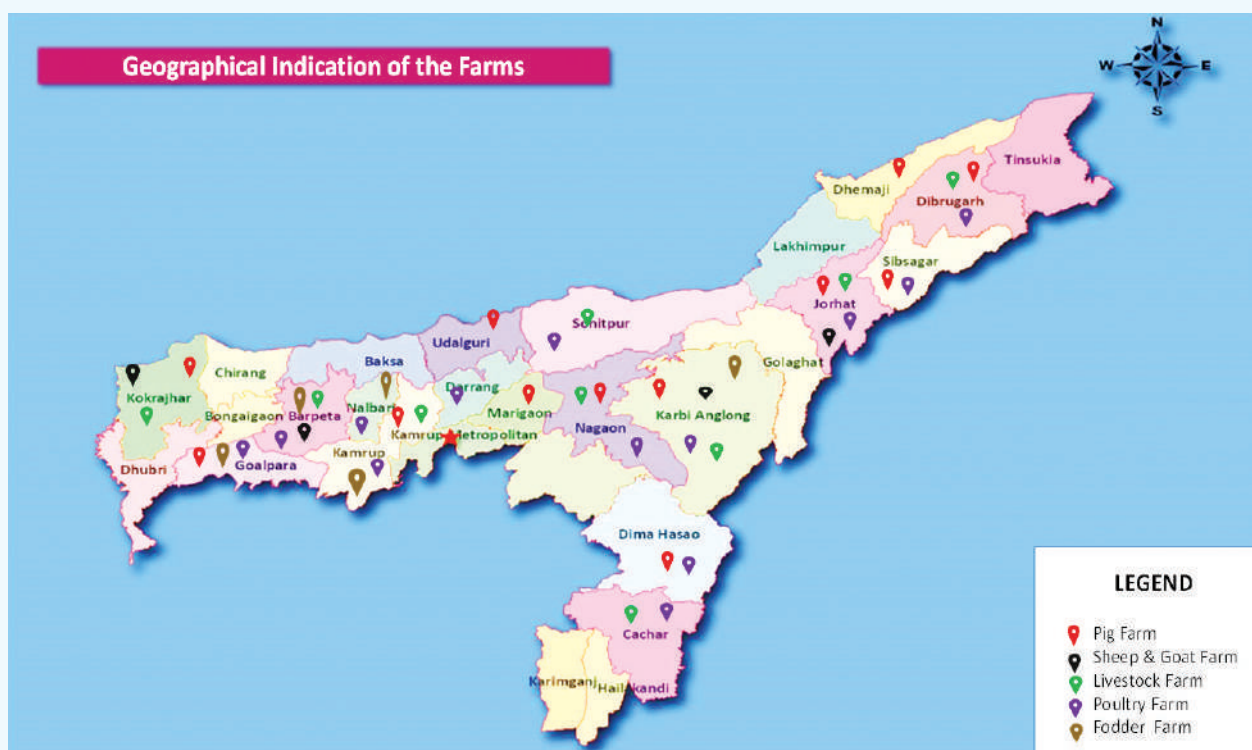
### Background note on the Farms under A.H. & Veterinary Department:

There are altogether 61 (sixty one) farms under Animal Husbandry & Veterinary Department, some of which are conjoined under a single farm premise but operating as separate entities. The different farms can be categorized under the following sub-sectors-

1. Livestock/Cattle Farm - 10 Nos.
2. Poultry & Duck Farm - 22 Nos.
3. Pig Farm - 19 Nos.
4. Sheep & Goat Farm - 4 Nos.
5. Fodder Farm - 5 Nos.
6. Rabbit Farm (for lab use) - 1 No.

Additionally, 4 (Four) other farms are also under jurisdiction of ALPCO – (1). Commercial Dairy unit, Sonapur (Kamrup); (2).Golaghat Poultry Project, Bogorijeng (Golaghat); (3). Quail Breeding Farm (proposed), Birubari (Kamrup); and (4). Demonstration Pig Breeding farm, Khanapara (Kamrup).

A Map showing the Base Farms/Demonstration Farm Grid is placed below -



## Present status of the departmental farms & Major Constraints faced -

With passage of time, due to multiple constraints encountered many of the functional farms became non-operational or intermittently-functional. On the other side, some of the farms continued with the limited resources available but with tremendous effort of the available human resources engaged are catering to the expectation or need of the farmers. The main constraints are -

1. Dilapidated infrastructure not repaired/renovated for long period due to crisis of fund.
2. Non replacement of the Old parent stock.
3. Manpower constraints.
4. Non supply of quality feed as required for the farms.
5. Absence of the Revolving fund - Income generated from the farm produce is deposited to the state exchequer leaving no fund for emergency requirement of the farm.
6. Bio- security hazard
7. Absence of farm specific action plan.

## The main objective of the strategy to Rejuvenate the departmental farms for benefit of the rural farmers-

- Infrastructure up -gradation of the farms on priority basis to act as Demonstration unit of scientific package of practices for area specific climate resilient and sustainable Livestock management for farmers.
- To provide improved genetic material as seed from nucleus as well as multiplier farms to farmers as per demand
- Develop optimal resource/land utilization plan - Efficient Financial Management module for seamless functioning of the farm( Planned Involvement of ALDA & NLM)- Provision of Mother-Child Account, FMC, Revolving Fund etc. Optimal resource/land utilization plan.
- Integrated departmental management system - application of IT for designing farm modules – maintaining farm information, geographical indication of the farm, providing standardized reports, and dashboard view of information etc.
- A proper guideline on Farm Management with proper Bio security measures in place -Entry protocol etc.
- Act as Farmers Training center for Extension activities (also has scope for acting as facility centre for credit linkage) .
- Source for income generation to the department and also contribute to self sustainability of the farms

With the above objectives the strategies for Rejuvenation is planned so that ***the departmental farms can act as demo as well as knowledge centre and source of quality germ plasm for benefit of the rural farmers*** and also facilitate as an important ally of the department for realizing the vision of the Hon'ble Prime Minister of India and Hon'ble Chief Minister of Assam for – '*doubling the income of farmers*'

## Strategy for Rejuvenation of the Farms – Action initiated

In order to revitalize the face of the A.H. & Veterinary Department, a strategically devised approach was adopted with step by step and year-wise planned inputs and as a first step, the various farms under the department were taken into consideration for rejuvenation into active demonstrative units equipped with training and capacity augmentation facilities. To undertake this, a **State-level Conference was convened on 3<sup>rd</sup> August'2018** under the aegis of National Livestock Mission (NLM) for Animal Husbandry & Veterinary Department at Officers' Training Institute (O.T.I.) under the topic – "*Rejuvenation of Govt. Livestock and Fodder Farms for Demonstration/ Extension Activities in Assam & Strengthening and Upgrading the Training and Capacity Augmentation Facilities/ Infrastructure in the A.H. & Veterinary Sector in Assam*". The information on existing farm infrastructure is collected from the respective farm managers in prescribed formats and compiled in short term and long term requirements for development of infrastructure, supply of need based equipments, construction of Bio-security barrier at boundary etc.



Picture shows Presentation of Key Note Address by Shri Shyam Jaganathan, IAS, Commissioner & Secretary to Govt of Assam, AHVD in the Inaugural session of the Conference

### The overall strategy developed for the Farm Rejuvenation consists of mainly 3 parts –

1. Strategy for Infrastructure Development in Phased manner in conformity with the departmental 3 Tier approach
  - a) A DPR for the proposed project has been prepared and submitted to NABARD
  - b) The NABCONS is planned to be engaged as a third party **monitoring** agency
2. Strategy for Management of the farms –
  - a) Constitution of a State Level Committee for **farm management** with Commissioner & Secretary to Govt. of Assam, A.H. & Veterinary Deptt. as Chairman and Director, A.H. & Veterinary Dept. as Member-Secretary is also under consideration for **sustainable Management** of the farms.
  - b) A sector wise farm management module is prepared for efficient monitoring and automation in farm management under the proposed IT intervention of the department called Dhenu.
  - c) A GIS based land repository to ascertain the existing assents of the departmental farms except the equipments is planned to prepare so that there will be optimum land resource utilization for income generation and development of the farms as innovative demonstration units for the rural farmers
3. Formulation of Standard Operating Protocol(SOP) for efficient and sustainable Financial Management of the farms.

#### A. DPR for the Farm Rejuvenation - Financial outlay –

##### i. Rejuvenation of Livestock and Fodder Farms under A.H. & Veterinary Department :

| Sl. No | Farm Sl. No. | District | Farm type                              | Immediate       |             |                                | Total         |
|--------|--------------|----------|--|-----------------|-------------|--------------------------------|---------------|
|        |              |          |  | Infra-structure | Logistics   | Bio-safety barrier at Boundary |               |
| 1      | 1.           | BARPETA  | Govt. Livestock Farm, Barapetta        | 87.00           | 0.20        | 50.00                          | <b>137.20</b> |
| 2      | 2.           |          | Goat Farm breeding , Howly             | 84.00           |             | 16.00                          | <b>100.00</b> |
| 3      | 3.           |          | District Poultry Farm, Ganakkuchi      | 32.00           | 10.00       |                                | <b>42.00</b>  |
| 4      | 4.           |          | Fodder Demo, Barbarijhar               | 29.18           | 4.90        |                                | <b>34.08</b>  |
|        |              |          | <b>SUB-TOTAL (1)</b>                   | <b>232.18</b>   | <b>15.1</b> | <b>66.00</b>                   | <b>313.28</b> |
| 5      | 1.           | CACHAR   | Govt. Livestock Farm, , Ghungoor       | -               | -           | 28.00                          | <b>28.00</b>  |
| 6      | 2.           |          | Govt. Duck and Poultry Farm, Silcoorie | 10.25           | 5.00        |                                | <b>15.25</b>  |
|        |              |          | <b>SUB-TOTAL (2)</b>                   | <b>10.25</b>    | <b>5.00</b> | <b>28.00</b>                   | <b>43.25</b>  |

| Sl. No | Farm Sl. No. | District  | Farm type  | Immediate       |              |                                |               |
|--------|--------------|-----------|--|-----------------|--------------|--------------------------------|---------------|
|        |              |           |  | Infra-structure | Logistics    | Bio-safety barrier at Boundary | Total         |
| 7      | 1.           | DARRANG   | Govt. Duck and Fishery Farm , Sipajhar                   | 18.43           | 2.18         |                                | <b>20.61</b>  |
|        |              |           | <b>SUB-TOTAL(3)</b>                                      | <b>18.43</b>    | <b>2.18</b>  | <b>-</b>                       | <b>20.61</b>  |
| 8      | 1.           | DIBRUGARH | Govt. Livestock Farm , Khanikar                          | 154.30          | -            |                                | 154.30        |
| 9      | 2.           |           | Pig Breeding Farm under Govt. Live-stock Farm, Khanikar  | 67.70           | -            |                                | 67.70         |
| 10     | 3.           |           | District Poultry farm , Khanikar                         | 178.20          | 1.50         |                                | <b>179.70</b> |
|        |              |           | <b>SUB-TOTAL(4)</b>                                      | <b>400.20</b>   | <b>1.50</b>  |                                | <b>401.70</b> |
| 11     | 1.           | GOALPARA  | Govt. Pig farm, Kuchdhowa                                | 2.80            | 1.50         | <b>15.85</b>                   | <b>20.15</b>  |
| 12     | 2.           |           | District Poultry farm, Baladhmani                        | 5.00            | 2.00         |                                | <b>7.00</b>   |
| 13     | 3.           |           | Regional Fodder Seed Production Farm, Matia              | 5.00            | 5.00         | <b>30.00</b>                   | <b>40.00</b>  |
|        |              |           | <b>SUB-TOTAL(5)</b>                                      | <b>12.80</b>    | <b>8.50</b>  | <b>45.85</b>                   | <b>67.15</b>  |
| 14     |              | GOLAGHAT  | Golaghat Poultry Project, Bogorijan (ALPCo)              | 9.90            | 4.60         | -                              | <b>14.50</b>  |
|        |              |           | <b>SUB-TOTAL(5)</b>                                      | <b>9.90</b>     | <b>4.60</b>  | <b>-</b>                       | <b>14.50</b>  |
| 15     | 1.           | JORHAT    | Govt. Livestock Farm , Kaliapani                         | 10.46           | -            | <b>10.00</b>                   | <b>20.46</b>  |
| 16     | 2.           |           | Base Pig Breeding Farm, Bazalbari                        | 7.50            | -            |                                | <b>7.50</b>   |
|        |              |           | <b>SUB-TOTAL(6)</b>                                      | <b>17.96</b>    |              | <b>10.00</b>                   | <b>27.96</b>  |
| 17     | 1.           | KAMRUP    | Govt. Livestock Farm, Khanapara                          | 50.25           | 6.57         | 5.50                           | <b>62.32</b>  |
| 18     | 2.           |           | Base Pig Breeding Farm, Khanapara, (Rani wing)           | 23.00           | -            | -                              | <b>23.00</b>  |
| 19     | 3.           |           | Govt. Pig Breeding cum Demonstration Farm, Sonapur       | -               | -            | 7.00                           | <b>7.00</b>   |
| 20     | 4.           |           | Coordinated Poultry Breeding Programme (CPBP), Khanapara | 81.43           | -            | 22.93                          | <b>104.36</b> |
| 21     | 5.           |           | Central Chick Rearing (CCR) Farm, Khanapara              |                 |              |                                |               |
| 22     | 6.           |           | Govt. Poultry Farm, Birubari                             | 27.00           | -            | -                              | <b>27.00</b>  |
| 23     | 7.           |           | Govt. Duck cum Poultry Farm, Hajo                        | 18.00           | 11.50        | -                              | <b>29.50</b>  |
| 24     | 8.           |           | Demo unit- Duck cum Fishery Farm, Khanapara              | 22.57           | 1.44         | -                              | <b>24.01</b>  |
| 25     | 9.           |           | Demo Unit- Goat farm, Khanapara                          | 24.46           | 1.25         | -                              | <b>25.71</b>  |
| 26     | 10.          |           | Fodder Demo Farm, Sonapur                                | 20.19           | 1.00         |                                | <b>21.19</b>  |
| 27     | 11.          |           | Commercial Dairy Unit, Sonapur                           | 11.50           | -            | 24.50                          | <b>36.00</b>  |
| 28     | 12.          |           | Quail Breeding Farm, Birubari                            | 2.25            | -            | 6.00                           | <b>8.25</b>   |
| 29     | 13.          |           | Demonstration Pig Breeding Farm, Khanapara               | 4.50            | -            | -                              | <b>4.50</b>   |
|        |              |           | <b>SUB-TOTAL(7)</b>                                      | <b>285.15</b>   | <b>21.76</b> | <b>65.93</b>                   | <b>372.84</b> |



**ii. Livestock and Fodder Farms under A.H. & Veterinary Department (Contd...):**

| Sl. No | Farm Sl. No. | District  | Farm type   | Immediate      |               |                                |                |
|--------|--------------|-----------|---|----------------|---------------|--------------------------------|----------------|
|        |              |           |   | Infrastructure | Logistics     | Bio-safety barrier at Boundary | Total          |
| 30     | 1.           | NAGAON    | Govt. Livestock Farm (Cattle & Buffalo), Barhampur)               | 75.32          | 5.68          | -                              | <b>81.00</b>   |
| 31     | 2.           |           | Poultry, Barhampur  | 11.18          | 2.10          | 8.75                           | <b>22.03</b>   |
| 32     | 3.           |           | State Central Duck Breeding farm cum Research Station, Kaliabor   |                | 9.00          | -                              | <b>9.00</b>    |
| 33     | 4.           |           | Govt. Bull Rearing Farm cum Nucleus Pig Breeding farm, Kathiatoli | 21.05          | 2.71          | 4.05                           | <b>27.81</b>   |
|        |              |           | <b>SUB-TOTAL(8)</b>   | <b>107.55</b>  | <b>19.49</b>  | <b>12.80</b>                   | <b>139.84</b>  |
| 34     | 1.           | NALBARI   | District Poultry farm, Jhapjhapkuchi                              | 110.00         | 1.00          | 25.00                          | <b>136.00</b>  |
| 35     | 2.           |           | Fodder Demonstration Farm, Sariohtoli                             | 13.20          | 1.78          | -                              | <b>14.98</b>   |
|        |              |           | <b>SUB-TOTAL (9)</b>  | <b>123.20</b>  | <b>2.78</b>   | <b>25.00</b>                   | <b>150.98</b>  |
| 36     |              | MORIGAON  | Nuclear Pig Breeding Farm, Morigaon                               | 7.50           | 0.50          | 18.52                          | <b>26.52</b>   |
|        |              |           | <b>SUB-TOTAL(7)</b>   | <b>7.50</b>    | <b>0.50</b>   | <b>18.52</b>                   | <b>26.52</b>   |
| 37     | 1.           | SIVASAGAR | Govt. Duck & Poultry Farm, Joysagar                               | 111.51         | 13.27         | 58.69                          | <b>183.47</b>  |
| 38     | 2.           |           | District Poultry farm, Demow                                      | 6.64           | 1.03          | 2.58                           | <b>10.25</b>   |
|        |              |           | <b>SUB-TOTAL(4)</b>   | <b>118.15</b>  | <b>14.30</b>  | <b>61.27</b>                   | <b>193.72</b>  |
| 39     | 1.           | SONITPUR  | Govt. Livestock Farm, Napam, Tezpur                               | 20.00          |               | 63.52                          | <b>83.52</b>   |
| 40     | 2.           |           | Coordinated Poultry Breeding Programme (CPBP), Tezpur             | 9.00           | 2.00          |                                | <b>11.00</b>   |
| 41     | 3.           |           | District Poultry Farm, Barikachuburi, Tezpur                      | 97.61          | 4.64          | 62.45                          | <b>164.70</b>  |
|        |              |           | <b>SUB-TOTAL(5)</b>   | <b>126.61</b>  | <b>6.64</b>   | <b>125.97</b>                  | <b>259.22</b>  |
|        |              |           | <b>TOTAL</b>  | <b>1459.98</b> | <b>112.25</b> | <b>459.34</b>                  | <b>2031.57</b> |

**iii. Renovation and Civil Works completed with Interior Designing of the “3 C (Central Command Centre)” Building at Directorate of A.H. & Veterinary Department, Chenikuthi, Guwahati-3 supported with Integrated I.T. Portal:**

| Sl. No. | Component  | Estimated Cost (Rs in lac) |
|---------|--|----------------------------|
| 1.      | Renovation and Civil works completion with Interior Designing of the “3 C-Central Command Centre” building | 100.00                     |
| 2.      | Integrated I.T. Portal for the ‘3-C’ infrastructure (inclusive of GST)                                     |                            |
| (a) i.  | Farm Management Module   | 35.00                      |
| (a) ii. | Pilot of Farm Management Module  |                            |
| (b)     | Land Bank Repository   | 30.00                      |
| (c)     | Veterinary Help Line Management  | 25.00                      |
|         | <b>Total</b>   | <b>190.00</b>              |

**iv. CUMULATIVE TOTAL:**

| Sl. No. | Component  | Estimated Cost (Rs in lac) |
|---------|--|----------------------------|
| I       | Cost Outlay for Rejuvenation and Up-gradation of the Livestock and Fodder Farms under A.H. & Veterinary Department, ALPCO  | 2031.57                    |
| II.     | Renovation and Civil Works including Interior Designing of the “3 C (Central Command Centre)” Building at Directorate of A.H. & Veterinary Department, Chenikuthi, Guwahati-3 supported with Integrated I.T. Portal: | 190.00                     |
|         | <b>Total</b>   | <b>2221.57</b>             |

**B. Monitoring and Evaluation Mechanism for Impact Assessment of the projects :**

A Third Party monitoring and evaluation will be an integral part for development of the working structure of the farms, transparency in operation and impact assessment on the fund invested. An ideal partner may be NABCONS (NABARD Consultant Services Ltd.) who has been approached with a defined Scope of Work to provide authentic, scientific and reliable quality monitoring (Concurrent & Evaluation) reports of the projects identifying the gaps and assess the impacts of the projects community, growth and progress against planned outputs as well as suggest measures and recommendations for further improvement in the projects.

**1. Objectives of Monitoring & Evaluation**

- Streamline Department activities for optimal utilization of resources available
- Review and Reporting of the status of various projects under implementation and infrastructure already created
- Suggest Corrective Measures and Future Course of Action for better utilization of Resources
- Check the degree of Physical & Financial achievement of projects, basis for accurate reporting, identification of lessons learned and obstacles faced.
- Comparative analysis of various schemes vis-à-vis technical sanction, design, etc.
- Help design and review the objectives and forecast future resource needs.
- Review of quality of infrastructure
- Suggest Resource Need for better Implementation in Future

**2. NABCONS as a Monitoring Partner:**

- Concurrent evaluation and Monitoring
- Midterm evaluation and Monitoring
- Ex post evaluation and Monitoring
- Formulate Policy Framework for both Concurrent Monitoring and Evaluation of All Projects in Consultation with the Department
- Set-up a PMU, if required for Project Monitoring
- Prepare Monitoring Formats, MIS, etc.
- Prepare Monitoring and Evaluation Reports
- Conduct in-depth Study on the Possibilities and Avenues for the Department to act as a Service Provider
- Study the Existing Status of AH & Vety Sectors of the State and analyse the Factors Responsible for the Success and Suggest Replicating Strategies.
- Identify the Causes and Parameters Leading to the Failure of Project/Sectors and Suggest Mitigating Measures.

### 3. Ranges of Services to be Provided

- Critical evaluation of various schemes implemented as per the objectives & Target Fixed
- Assess the performance of the schemes in terms of its physical and financial achievements.
- Evaluate the extent of strengthening or infrastructure created under the various schemes
- Identify the operational issues and concerns across all levels of implementation of the respective schemes.
- Comparative analysis of actual condition/status of various components of the schemes proposed vis-à-vis technical sanction, approved design.
- Evaluation of the implementation process on quality of infrastructure created.
- Assess the level of utilization of infrastructures in the relevant livestock facilities and Benefit maximization

### 4. Strategy for Management of the farms

#### A) Bringing about Convergence in Maintenance of the farms for sustainability & better service delivery to Rural farmers-

Constitution of a State Level Committee for Farm Management :

In order to have a convergence approach for management of the farms, a State Level Committee for Farm Management shall be constituted for major decisions and for continuation of required inputs for regular upkeeps of the farms under the aegis of SOPD-G, NLM, ALDA and other resources once the one-time capital infusion from RIDF-XXIV is done. The State Level Committee shall be constituted with the following officials –

1. Chairman - Commissioner & Secretary to Govt. of Assam  
A.H. & veterinary Department
2. Member Secretary - Director, A.H. & Veterinary Department
3. Members - Chief Executive Officer (CEO), ALDA
  - Joint Director (H.Q.)
  - Nodal Officer, NLM
  - Dy. Director, Piggery
  - Deputy Director, Poultry
  - Deputy Director, Fodder
  - Deputy Director, SAHP (Breeding)
  - Deputy Director, SAHP (Health)
  - Deputy Director, ICDP
  - Special Officer (Planning) of Department-G
  - Asstt. Director, Sheep & Goat
  - Cattle Sterility Officer
  - Cattle Development Officer
  - Geneticist
  - Livestock Production Officer (LPO)

**B) Application of IT in farm sector for efficient monitoring-** A sector wise farm management module is under preparation for efficient monitoring and automation in farm management.

A GIS based land repository to ascertain the existing assents of the departmental farms. For IT application in the farms fund will be sourced from different sources. AMTRON will be the Technology partner of the department. The following steps will be undertaken by the AHVD for IT application in the department as well as farm

### **Hosting of the Software**

It is best to avail the services of BSNL for Application Hosting. This ensures that the Dept. is not bothered about Infrastructure, Server, Connectivity, Network, Security, Power, AC etc., and it will be available and maintained 24X7.

### **Connectivity**

Single Users - It is best to avail of decentralized connectivity services from the locally strong ISPs. Different ISPs will have different levels of reach / strength in various regions in the state. So it is best to let the end users decide from whom the service is to be availed. Ideally encourage the end users to opt for two service providers, as the cost will be limited.

Group Users - If required where a few number of users are located at a single location, a Wifi may be set up for the particular room / floor depending on the size. This helps to reduce the complexity of LAN, WAN etc.

### **Support Services**

a) Technical Support - There will be 3 Onsite Persons for Technical Support, who will be positioned at the Project Site for routine Technical Activities. They will also be responsible for providing additional training to end users (at Guwahati) as and when required, and will be reporting to the Project Coordinator.

b) Help Desk Support - There will be 5 Help Desk Persons for providing telephonic assistance to End users. They will provide any clarifications on Software Usage, solve minor problems, update the end users when a new software functionality is released or when a reported bug is fixed etc. They will also coordinate between the end users and the Technical Team for fixing errors / bugs etc.

c) Operational Support - It is also proposed to provide one support engineer at each District who will operate from any one of the specified locations in each district. The support engineer will be carrying a Laptop with Connectivity, and will travel to any end user location to attend to software support issues (hardware excluded)

d) Change Management - As part of the proposal, all changes / additions / enhancements within the overall scope of the project during the first six months is included in the scope of the project. However after the initial six months, it is proposed to position 2 persons exclusively at the Project Site to address Change Requests as and when required by the End Users and approved by the Project Coordinator.

e) Project Consultancy / Project Management - It is also proposed to position a team from AMTRON to offer Consulting / Project Management Services during the period of the project (12 Months).

f) Security Audit - It is required to conduct a Security Audit of the Application by a third party. The scope of the proposed project includes this component, and the charges for the same is also specified.

- c) A GIS based land repository to ascertain the existing assents of the departmental farms except the equipments is planned to prepare so that there will be optimum land resource utilization for income generation and development of the farms as innovative demonstration units for the rural farmers

## **Formulation of Standard Operating Protocol (SOP) for efficient Financial Management of the farms**

### **INTRODUCTION:**

Veterinary services with the mandate of promoting animal health care, animal welfare, public health and livestock production, play the crucial role of protection of health, improvement innutrition and economic well-being of citizens. Veterinary services are considered as leading facilitator of production of safe and quality livestock / poultry products and their trade. The services support livelihood of large number of farmers and other value

chain players. It augments employment creation and entrepreneurship. Veterinary services' contribution to welfare and health of an animal is also linked to food safety. By way of promotion of human health and nutrition, augmentation of livestock production and trade of livestock products, the services contribute directly to country's economic growth.

### **BACKGROUND AND RATIONALE:**

Out of all the infrastructure assets under A.H. & Veterinary Department related to comprehensive development of livestock sector in the state, the priority assets directly addressing to farmers needs and income generation through demonstrative activity, facilitating capacity building and marketing linkages are the – (1). Departmental Livestock Farms (DLF); (2). Departmental Fodder farms (DFF) & Training and Capacity building Establishments (TCE) under A.H. & Veterinary Directorate; and (3). Milk Supply Schemes under Dairy Development Directorate.

However, with passage of time, due to multiple constraints encountered viz. depletion of animal workers strength, problem relating to financial management due to withdrawal of DDO powers of the establishments etc. the establishments became non-operational or intermittently-functional.

Major Constraints faced by the departmental establishments is absence of the Revolving fund. Income generated from the farm produce is deposited to the state exchequer leaving no fund for emergency requirement of the farm. For revival of these farms with provision for effective administration and financial management, the following action has been planned –

#### **To bring all the departmental farms for under the aegis of –**

1. National Livestock Mission (NLM) for all other farms (pig, goat, poultry etc. except cattle and buffalo farms);
2. Assam Livestock Development Agency (ALDA) for the cattle farms;
3. The third alternative may be Assam Milk Meat and Egg Mission (AMMEMS) will be a permanent solution for efficient functioning of the farms in matters relating to any constraints under financial management. In all the establishments under the monitoring grid through ALDA/ NLM/ AMMEMS etc. will help in better coordination and proper convergence between the stakeholders involved under any separate schemes of the department.

### **FACILITATORS (TO ACT AS MOTHER A/c)**

#### **NATIONAL LIVESTOCK MISSION (NLM):**

The National Livestock Mission (NLM) has been formulated by subsuming and modifying 7 Centrally Sponsored and 7 Central Sector Schemes of Government of India. The Mission is designed to cover all the activities required to ensure quantitative and qualitative improvement in livestock production systems and capacity building of all stakeholder. The Mission will cover everything germane to improvement of livestock productivity and support projects and initiatives required for that purpose subject to condition that such initiatives which cannot be funded under other Centrally Sponsored Schemes under the Department. The mission is organised into the following four Sub-Missions:

- i. Sub-Mission on Livestock Development: The sub-mission on Livestock Development includes activities to address the concerns for overall development of livestock species including poultry, other than cattle and buffalo, with a holistic approach. Risk Management component of the sub-mission will, however, also cover cattle and buffalo along with other major and minor livestock.
- ii. Sub-Mission on Pig Development in North-Eastern Region: There has been persistent demand from the North Eastern States seeking support for all round development of pigs in the region. Therefore, pig development in the North Eastern Region is being taken up as a sub- mission of NLM. The sub-mission will strive to forge synergies of research and development organizations through appropriate interventions, as may be required for holistic development of pigs in the North Eastern Region including genetic improvement, health cover and post harvest operations.
- iii. Sub-Mission on Feed and Fodder Development: The Sub-Mission is designed to address the problems of scarcity of animal feed and fodder resources, to give a push to the livestock sector making it a competitive enterprise for India, and also to harness its export potential. The sub-mission will especially

focus on increasing both production and productivity of fodder and feed through adoption of improved and appropriate technologies best suited to specific agro-climatic region in both arable and non-arable areas.

- iv. Sub-Mission on Skill Development, Technology Transfer and Extension: The extension machinery at field level for livestock activities is not adequately strengthened. As a result, farmers are not able to adopt the technologies developed by research institutions. The adoption of new technologies and practices requires linkages between stakeholders. The sub-mission will provide a platform to develop, adopt or adapt the technologies including frontline field demonstrations in collaboration with farmers, researchers and extension workers, etc. wherever it is not possible to achieve this through existing arrangements.

**Financial Management:**

- Fund released against schemes from A.H. & Veterinary Department, Govt. of Assam after approval of the State Level Executive Committee (SLEC) chaired by Chief Secretary, Govt. of Assam and the senior most Secretary of the A.H. & Veterinary Department as member Secretary under allocated fund from Govt. of India are deposited in the state exchequer. The fund release pattern is 90% Central Share with 10% under State share provision. After sanction and administrative approval from Govt. of Assam, the fund is transferred from the exchequer to the PFMS Account of the National Livestock Mission (NLM) State Level A/c operated jointly under Mission Director, NLM and Nodal Officer, NLM through NEFT/RTGS or Cheques. Fund is transferred/ payment made to the District Livestock Mission Committee (DLMC) from the State Level A/c for further utilization of fund at end level through RTGS/NEFT and also by Cheques. The DLMC A/c is jointly operated by the Deputy Commissioner as Chairman or his approved representative and the District A.H. & Veterinary Officer as Member Secretary.

**ASSAM LIVESTOCK DEVELOPMENT AGENCY:**

The Assam Livestock Development Agency (ALDA) is a state implementing agency (SIA) of the National Project for Bovine Breeding (NPBB). The main objective is restructuring of breeding operations to improve the quality of breeding services and to cover entire breedable animals of Assam under the Artificial Insemination programme. Assam Livestock Development Agency was registered under Society Act as per guide lines given by the National Project on Cattle and Buffalo Breeding, Govt. Of India,. This agency under NPCBB has been involved in the supply of genetic material to the participating agencies. Assam Livestock Development Agency (ALDA) started functioning in the state from the year 2004 , successfully completed NPCBB Phase – I and started implementing Phase – II which is still going on. During the process ALDA expanded the AI network to the entire state as per the guideline of NPCBB and achieved considerable progress in terms of A.I. coverage and semen production. Under NPCBB Phase – II the state also established one state of the art Frozen semen Bull Station at Barapetta to cater to the needs of state’s own breeding network expansion. The major objective is to expand the state cattle breeding network for increased coverage of A.I. Other programmes under ALDA are – Rastriya Gokul Missiuon (RGM), INAPH, Krishi Kalyan Abhiyan etc.

**Financial Management:**

Both direct and indirect routing of fund from Govt. of India are arranged for implementation of activities under ALDA, the diagrammatic details shows as below-

| Sl. No. | Source type    | Intermediaries                                       | Account Transfer provision |
|---------|----------------|--|----------------------------|
| 1.      | Govt. of India |  | ALDA                       |
| 2.      | Govt. of India | Govt. of Assam (Directorate, A.H. & Veterinary Dept. | ALDA                       |
| 3.      | Govt. of Assam | Directorate, A.H. & Veterinary Dept.                 | ALDA                       |
| 4.      | Revenue        | Through Frozen Semen Banks (FSB)                     | ALDA                       |
|         |                | Direct   | ALDA                       |

**I. ASSAM MILK, MEAT AND EGG MISSION (AMMEMS):**

A mega mission, the Chief Minister Samagra Gramya Unnayan Yojana (MSGUY) has been launched during

2016-17 for the overall development of the rural areas of the state and to double the farm income in Assam by 2021-22 coinciding with 75 years of India's Independence. The Assam Milk, Meat and Egg Mission is an important project under this, to be undertaken by the Directorate of Animal Husbandry and Veterinary. It will be supervised by the Assam Milk, Meat and Egg Society for Chief Minister Samagra Gramya Unnayan Yojana' also referred as Assam Milk, Meat & Egg Mission society (AMMEMS-CMSGUY). The major objectives and functions of AMMEMS are -

### **Objectives:**

- To make Assam self-sufficient in milk production
- Development of dairies
- To make the state surplus in pig production with an objective to export to other states
- To compensate the supply of goats (or chevon/ goat meat) required for the state
- Minimize the gap between demand and production of eggs in the state
- Capacity building for income and employment generation

The AMMEMS will be assigned for operational and financial management of the milk supply schemes under Dairy Development Department.

### **Financial Management:**

1. All funds received by the Society from Govt. of Assam, Govt. of India, Mega Mission Society and other funding Agencies will constitute the fund of the Society.
2. All money of the AMMEMS-CMSGUY shall be kept in bank account(s) in the name of AMMEMS-CMSGUY opened with the approval of the Executive Body. The Bank accounts shall be operated under joint signatories of the Mission Director and Finance and Accounts Officer or as per approved delegation of powers or as expressly provided by the Executive Body. Drawl of funds from the bank accounts of AMMEMS-CMSGUY will be done in accordance with the procedure described in the Bye-laws.
3. The Society would further release the funds to each of the schemes/programmes thereunder as per procedures laid down by the EB.

## **DEPARTMENTAL APPROACH FOR SUSTAINABLE FINANCIAL MANAGEMENT STRUCTURE:**

Facilitation of smooth fund flow mechanism from ALDA/NLM/AMMEMS for direct outflow or fund received from other funding source of department by synchronizing the Mother A/c of ALDA/NLM/ AMMEMS with Child A/c of the various departmental farms to serve **as Revolving Fund Account in Departmental Farms for their Sustainable Functioning and proper Financial Management.**

A proposed model of Standard Operating Procedure (SOP) is formulated for further exponentiation at departmental level. The focused areas for addressing from department pertain to-

1. Opening of a Revolving Fund/Corpus Fund account under special account provision for smooth financial management under approval from State Government.
2. Formation of Organizational Management Committee at different levels for the establishments with facilitation for a limited cash-in-hand provision for the farm/training/dairy plant manager for catering to recurring expenditure of the farm.
3. Provision for enrolment of contractual staff following arrangement with a Service Provider or by other procedure under floating of Expression of Interest (EOI) by department and following the labour acts/policy (inclusive of any budgeted provision of the total budget subjected to necessary approval from Government).

The view of the necessity is further reflected under approval of the Hon'ble Chief Minister of Assam in the recorded Minutes of Review Meeting of the Animal Husbandry and Veterinary Department **(Pt. 12)** held on 27<sup>th</sup> September'2018 at the Conference Hall of CM Block, Assam Secretariat which stated that – "*Proposal to be taken up with Finance Department to allow the sale proceed and revenue generated by the departmental farms*

*to be utilized as per pre-approved procedure and separately a revolving fund with set and approved guidelines shall be set up for the operational and maintenance of the departmental farms". This provision may be further extended to the Training and Capacity building Establishments and the Milk Supply Schemes having identical operating arrangement.*

Further, Assam budget speech 2019-20 by hon'ble Finance Minister of Assam under Pt.(310) it is stated under *"Further to revitalize the Department Farms, Milk Supply Schemes and Farmers & Extension Worker Training Institutions which were set up as Demonstration Centres, we are earmarking an operational fund of Rs. 5 Crores under the Operational Efficiency Fund & Standard Financial Procedure (OEFSP) which will address the various administrative bottlenecks in the execution of various schemes."*

Accordingly, for Self-Sustainable Operation and Management of the Departmental Livestock and Fodder Farms, Training and Capacity Building Establishments and Milk Supply Schemes under an Efficient Financial Standard Operating Procedure, the following draft document as Version 1.0 has been proposed for necessary approval from Government of Assam –ANIMAL HUSBANDRY & VETERINARY OPERATIONAL EFFICIENCY FINANCIAL STANDARD OPERATING PROCEDURE, 2018) (Version 1.0).



## **Animal Husbandry & Veterinary Operational Efficiency Financial Standard Operating Procedure, 2018**

With the objective of meeting the expenses of recurring nature for maintenance and for the optimal functioning of -

- i) Departmental Livestock Farms (Annexure I – List of Departmental Farms)
- ii) Capacity Augmentation, Training & Skill up-gradation Establishments  
(Annexure II- List of Training Establishments)
- iii) Town Milk Supply Scheme & Milk Processing Establishments under the Dairy Development Directorate  
(Annexure III- List of Dairy Processing Establishments)
- iv) Departmental Fodder Farms & Feed Mills in the state  
(Annexure-IV- List of Fodder Farms)

An Operational Efficiency Financial Standard Operating Procedure (F.S.O.P) is hereby prescribed regulating receipt into and expenditure thereof the specified institutional accounts under Public Financial management System (PFMS) and for means of audit and financial inspection thereof.

### **1. Short title, extent and commencement –**

- i) These Rules may be called Animal Husbandry and Veterinary Operational Efficiency Financial Standard Operation Procedure & Protocols, 2018.
- ii) They shall extend to the whole of the State of Assam.
- iii) They shall come into force on the date of their publication in the Official Gazette.

### **2. Definition:**

In these rules unless there is anything repugnant to the subject or context:-

- i) F.S.O.P. means the Animal Husbandry & Veterinary Operational Efficiency Financial Standard Operation Procedure & Protocols.
- ii) State means the “State of Assam”.
- iii) Government means the “Government of Assam”.

### **3. Operational aspects of the F.S.O.P.**

- i) The F.S.O.P. shall apply to the following accounts as operational in the National Livestock Mission (NLM), Assam and Assam Livestock Development Agency (ALDA) and Assam and Dairy Development Directorate and Assam Milk, Meat & Egg Mission (AMMEMS). There shall be bank accounts which are designated as Mother A/c for the three (3) institutions – viz. National Livestock Mission (NLM), Assam Livestock Development Agency (ALDA) and Assam Milk, Meat and Egg Mission (AMMEMS), wherein the Mother A/c to opened for purpose of accounting propriety and norms shall function as Mother Accounts for the following purpose -
  - a. Mother Accounts for optimal performance of the Demonstration Farms/ Milk Supply Schemes and training establishments shall be follows –

|      |  |   |   |
|------|--|---|---|
| (a). | National Livestock Mission (NLM)   | - |   |
|      | - Under Sub-Mission on Livestock Development & Fodder Development        | - | A Mother Account to be operated for Operations & Maintenance (O & M) and optimal working of all departmental livestock farms (excluding cattle sector farms). |
|      | - Under Sub-Mission on Skill Development Technology Transfer & Extension | - | A Mother Account to be operated for all training establishments under A.H. & Veterinary as specified.   |
| (b). | Assam Livestock Development Agency (ALDA)                                | - | Mother Account for Operations & Maintenance (O & M) and operational efficiency of Departmental Livestock farms for Cattle (excluding all other livestock).    |
| (c). | Assam Milk, Meat & Egg Mission (AMMEMS)                                  | - | Mother Account for provision of Milk Supply Scheme and Dairy Cooperative Societies.   |

- b. The Mother A/c shall have Child A/c mapped for all transaction for each individual Demonstration Livestock Farm (DLF) / Training & Capacity building establishment (TCE) / Milk Supply Scheme (MSS) which shall be operated as per the F.S.O.P.
- c. The A/C shall be Savings A/c in a Nationalized Bank under the name and style of F.S.O.P. A/C – Specific name of the Farm/ Training institute/ Milk supply Scheme.
  - i) No fund other than the fund meant for operating and running the establishments as specified under F.S.O.P. Accounts shall be kept in this Saving Account.
  - ii) A budgeted amount will be ear-marked for each of the establishments from the Department to meet the Administrative Cost and Operational Costs as per the F.S.O.P. for Departmental Livestock Farms (DLF)/ Training and Capacity building Establishments (TCE) & Milk Supply Schemes (MSS). This shall be drawn and credited as a onetime exercise in one (1) financial year.
  - iii) The fund realized through the sale proceeds of the farm produce will be deposited into the accounts and shall be reflected in the statement of accounts as receipts.
  - iv) Any fund accrued as interest of the deposited amount shall be treated as an additional amount under the account and will be utilized for any operational requirement as per procedure mandated under the F.S.O.P.

#### 4. Organizational Management Committee (OMC) under F.S.O.P. :

- i) There shall be an Organisational Management Committee (OMC) for each of the Departmental Livestock Farms (DLF)/ Training and Capacity building Establishments (TCE)/ Milk Supply Schemes (MSS)/ Departmental Fodder Farms (DFF) under each institution as specified in Annexure I (DLF), Annexure II (TCE) , Annexure III (MSS) and Annexure IV (DFF) for management, supervision and monitoring the affairs of the Departmental Livestock Farms / Training and Capacity building Establishments / Milk Supply Schemes / Departmental Fodder Farms.

The Organisational Management Committee (OMC) shall be formally notified by the Govt. in the A. H. & Veterinary Department with the Manager, Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms as the Member Secretary and other officials of the Departmental Livestock Farms / Training and Capacity building Establishments / Milk Supply Schemes / Departmental Fodder Farms including accounts manager. The District Animal Husbandry & Veterinary Officer (DVO) shall be the ex-officio Chairman of each Organisational Management Committee (OMC) for Departmental Livestock Farms / Training and Capacity building Establishments / Departmental Fodder Farms and the District Dairy Development Officer (DDO) shall be the ex-officio Chairman of the Milk Supply Scheme (MSS).

- ii. Separately, for each Local Committee there shall be a District Level Committee that shall formally review all proposals for expenditure and sanction the same by way of minutes/ sanction order as specified in the F.S.O.P.

**The District level Committee shall comprise -**

- I. Deputy Commissioner or his Representative- Chairman
- II. District A. H. & Veterinary Officer (DVO)/ - Vice- Chairman  
District Dairy Development Officer (DDO)
- III. F.A.O. nominated by Deputy Commissioner - Member
- IV. SDVO or any Senior Veterinary Officer - Member  
of the District
- V. Manager, (Departmental Livestock Farm)/ - Member Secretary as for  
Manager, (Training and Capacity building each locational institution  
Establishments (TCE)/Manager, Milk Supply  
Schemes (MSS)/ Manager, Departmental  
Fodder Farms (DFF)

The District Level Committee will meet compulsorily at the end of each quarter or as required basis to review, the works undertaken from the F.S.O.P funds, receipt of sale proceeds and other revenue, its deposit into fund account and consider and grant sanction to proposal to be made to observing due procedures and the Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms is catering to the needs of the farmers and entrepreneurs towards capacity building, skill development etc. at field level. In case of any emergency the District Level Committee will meet at any suitable time or a financial sanction order may be granted by the Deputy Commissioner for sake of exigency which shall be placed for record and observation in the subsequent District Level Committee for the F.S.O.P

- iii). The nature of expenditures on stock purchase, feed, other unforeseen expenditures, contingencies etc. will be made from F.S.O.P. A/c which is to be recouped to the extent feasible from the sale proceeds generated in the farm. Any sale proceeds generated in the farm by any means will also be deposited in the same account.
- iv). The Organisational Management Committee (OMC) shall fix the price of items both as inputs sold to farmers, entrepreneurs etc. and also for consumption- produced in the form of culled animals. The Organisational Management Committee (OMC) will review the price rate every six months keeping parity with the market rate and ensure that the quality of the products are superior and prices relatively cheaper. The rates for recurring items of expenditure for operational purposes of Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms shall be finalized and notified every six (6) months by the District Level Committee.
- v). The limit of financial power as approved for the different office bearer under this FSOP structure are hereby approved for any single purchase to be made accordingly subjected to certain terms and conditions applicable –
  - a) Up to Rs. 5,000 - In the nature of imprest money of Rs.5000/-  
(Rupees Five thousand) shall be allowed to the Farm Manager to defray petty contingent expenditure of emergent nature.
  - b) Rs. 5,000.00 to Rs 2.00 Lakh - To be approved by District Level Committee

- c) Above Rs.2.00 lakh - To be approved by Mission Director, Assam  
Milk, Meat and Egg Mission (AMMEMS)/ Seniormost Secretary of Animal Husbandry & Veterinary Department.
- vi). The bank A/c shall be opened with conditions as advisory to the bank wherein amounts greater than Rs 2.00 lakhs for withdrawal shall not be allowed at the Organisational Management Committee (OMC) level and cumulatively for a month an amount of Rs. 2.00 lakh shall not be allowed.
- vii). The minutes of each meeting of the Organisational Management Committee (OMC) will be communicated to the District level Committee and Government.
- v) The Organisational Management Committee (OMC) shall ensure that utmost economy shall be exercised in running Departmental Livestock Farms (DLF)/ Training and Capacity building Establishments (TCE)/ Milk Supply Schemes (MSS)/ Departmental Fodder Farms (DFF) and efforts shall be taken to make the Departmental Livestock Farms (DLF)/ Training and Capacity building Establishments (TCE)/ Milk Supply Schemes (MSS)/ Departmental Fodder Farms (DFF) self sustainable for operational purpose.
- 5. Standard Operating procedure (SOP) for withdrawal of fund from bank account by the Organisational Management Committee (OMC) :**
- i) The account will be operated jointly by the Vice Chairman and Member Secretary only after specific sanction order by the Deputy Commissioner of the District and of the District Level Committee.
- ii) For transactional purpose, both cheques/RTGS facility will be available.
- iii) Fund shall be withdrawn only for meeting expenditure for operational administration as defined in the Annexure V (detailing detailed Heads of Expenditure) of the particular Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms.
- 6. Budgeted allocation**, earmarked for each Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms for maintenance and running and Operation Expenditure (OE) of the particular Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms shall be drawn by the Director, A H & Veterinary Department/Dairy Development and shall be deposited into the bank account under intimation to District Level Committee (DLC) and Organisational Management Committee (OMC).
- 7. Accounts and Audit:**
- i. As the operations of these Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms are semi-commercial in character, it is necessary that the financial results of the Farms/ Training Establishments/Milk Plants should be expressed in the ordinary commercial form, so that the cost of article or service may be correctly known. The Animal Husbandry & Veterinary Department shall prescribe the nature and form of subsidiary accounts and statements, if any, applicable to the Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms. Such accounts and statements shall be submitted to the Accountant General on such date as may be specified by AG for conducting periodic audit. While preparing the Accounts and statements of the Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms apart from transactions of the F.S.O.P, all Receipts and Expenditure under PFMS or such other funds, shall be exhibited in the said Accounts.
- i. Copies of the Audit reports shall be sent to the Director A.H. & Veterinary Director Dairy Department and the Government for information.

## 8. Financial Rules & Procedures:

For this fund, the rules contained under the Assam Financial Rules and all other Government Others in force for the time being, if any, shall apply in case they are not explicitly covered by these Rules. The operation of the said Bank Account shall be subject to all existing Financial Rules, Regulations and Procedure. Any amount to be withdrawn from the Bank Account shall be with proper sanction of the competent authority under specific D.F.P. Rules specified herein. Similarly any purchase to be made will be subject to compliance with laid down procedure.

## 9. Engagement of Chartered Account :

A Chartered Accountant (C.A.) shall be engaged by the Mission Director, Assam Milk , Meat & Egg Mission (AMMEMS) specially for the scrutiny of each of the accounts and expenditures and receipt thereof and the due process thereof for the Mother A/c and Child A/c and shall submit audited statement that shall be subject to scrutiny by the Accountant General (AG) as necessitated or mandated .The audit by the Chartered Accountant (CA) shall mandatorily be done for every financial year without fail.

## 10. Operational fund under FSOP Corpus:

Assam Milk, Meat & Egg Mission (AMMEMS) shall make a provision of corpus that shall be apportioned as per approval by Govt. to the Mother A/c for operational efficiency under O.E.F.S.O.P. The total corpus fund thereof shall be an amount of the Rs 5.00 Crores and this fund shall not be utilized for any committed expenditure .The nature of this operational fund under F.S.O.P. corpus shall be to allow for an interim expenditure and recouping the same to the corpus amount after permission of such funds either by way of receipt into the Mother/ Child A/c or by way of budgetary support. A separate statement during audit for the operational fund under F.S.O.P. corpus shall be done by the Chartered Accountant (CA) and recouping of fund to the Corpus shall not be delayed for any specific expenditure for more than a period of 6 months. Interest accrued on the F.S.O.P. fund shall be deemed to be amount available for utilization as receipt at the mother A/c level for provision of the FSOP for operational expenditure of Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms.

## 11. Provision of web based MIS for Accounting and Real time Reporting:

Department of Animal Husbandry & Veterinary shall provision for a detailed OE F.S.O.P. (Operational Efficiency Financial Standard Operating Procedure) MIS which shall allow for all items to be managed on an online platform with report generation at all hierarchies and view right to Finance Department / AG Assam as mandated. This shall be made functional within six months of the launch of the OE F.S.O.P.

## 12. State Level Committee for the OE F.S.O.P.-

A State Level Committee shall be constitute as follows

- |  |   |                  |
|--|---|------------------|
| (I). Seniormost Secretary A.H. & Veterinary  | - | Chairmen         |
| (II). Secretary To Govt of Assam A.H. & Veterinary<br>& MD, AMMEMS                   | - | Member           |
| (III). Managaing Director, ALPCo   | - | Member           |
| (IV). Senior Financial Adviser, A.H. & Veterinary                                    | - | Member           |
| (V). Nodal Officer NLM/ Manager Training/<br>MD, AMMEMS for DLF/TCE/MSS respectively | - | Member Secretary |
| (VI). Director A.H. & Veterinary Department  | - | Member           |
| (VII). CEO, ALDA   | - | Member           |
| (VIII). Director, Dairy Development  | - | Member           |

(IX). Secretary to Govt. of Assam, T & D Department - Member

(X). Secretary to Govt. of Assam, Finance Department - Member

The state level committee shall meet mandatorily once a quarter and scrutinize the quarter wise progress and also prescribe any changes or amendments with recommendation of the OE F.S.O.P. for approval by competent authority.

The State Level Committee shall perform the following actions -

- a) Monitor all the individual Organisational Management Committee (OMC) requirements for Departmental Livestock Farms / Training and Capacity Building Establishments / Milk Supply Schemes / Departmental Fodder Farms.
- b) Proposed for more than 2 lakh expenditure from the Organisational Management Committee (OMC) A/c or the Mother A/C shall be recommended for financial sanction by the Govt. in A.H. & Veterinary Department.
- c) Engage any resource necessitated for better management, recommend changes /amendments for the OE F.S.O.P. for approval by the competent authority.

#### **Possible output anticipated -**

- Infrastructure up gradation helps in smooth functioning of the farms and will be a knowledge centre of training and Extension .
- The rejuvenated farms facilitates increased adoption of Good package of practices for animal husbandry practices for increasing their income from animal husbandry activities.
- Farmers will get improved variety of seed for their farms sector-wise at affordable price ( Piglet, goat, poultry chicks and cattle).
- Efficient Financial Management module for seamless functioning of the farm( Planned Involvement of ALDA & NLM)- Provision of Mother-Child Account, FMC, Revolving Fund etc.
- Optimal utilization of resource/land for production and Demonstration activities.
- Efficient monitoring of the farm activities including keeping tract of breeding, the beneficiaries from farms etc due to application of Integrated departmental management system - application of IT for designing farm modules – maintaining farm information, geographical indication of the farm, providing standardized reports, and dashboard view of information etc.
- A proper guideline on Farm Management with proper Bio security measures in place -Entry protocol etc. is under process.





**ANIMAL HUSBANDRY  
& VETERINARY DEPARTMENT**  
Government of Assam

**ANIMAL HUSBANDRY AND VETERINARY DEPARTMENT**

**ASSAM::GUWAHATI-781003**