

RIGHT TO INFORMATION ACT – 2005

DETAILS OF INSTITUTIONS AND THE DUTIES & FUNCTIONS OF THE OFFICERS IN EACH INSTITUTION UNDER THE DEPARTMENT OF AGRICULTURE

(G.O.(P) No.367/2005/GAD Dated :10-10-2005)

The functions and duties of officers of Agriculture Department are prepared based on the following. Government orders in which Delegation of power of Officers are issued along with Re-organization of the Department.

- (1) G.O.(P)No.269/66/Agri dated 24-05-1966 – Delegation of Powers
- (2) G.O.(P)218/84/AD dated 26-0-1984 – Delegation of powers
- (3) G.O.(P)305/84/AD dated 24-10-1984 – Delegation of powers – directions
- (4) G.O.(P)11/81/AD dated 20-01-1981 – KAEP – Orders issued
- (5) G.O.(P)347/82/AD dated 07-12-1982 -- do --
- (6) G.O.(MS) No.188/87/AD dated 17-08-1987 – Re-Organization of the Department.
- (7) G.O.(MS)No.39/97/AD/ Dated 10-02-1997. –Creation of post of Vigilance Officer (Finance) and Special vigilance Cell to the Department.

I. DIRECTORATE OF AGRICULTURE

This is the Head of Office of the Department of Agriculture. All instructions to offices in the Districts are issued from this office. The administrative matters of the whole department are dealt in this office. This office comprised of the following officers with the duties mentioned against each officer.

DIRECTOR OF AGRICULTURE

He is the Head of the Department and is in charge of whole Agricultural Administration in the state. He is the Chief Implementing Authority of all schemes in the Department of Agriculture and other activities undertaken by the Department. He is mainly assisted by the following officers in the Directorate of Agriculture.

- 1) Addl. Director of Agriculture (Marketing) & South Zone
- 2) Addl. Director of Agriculture (Plg.)
- 3) Addl. Director of Agriculture (Bio-gas & Farms) & NZ
- 4) Addl. Director of Agriculture (CP) & Vigilance Officer (Agri.)
- 5) Vigilance Officer (Fin) & Secretary
- 6) State Agricultural Engineer
- 7) Law Officer
- 8) Senior Administrative Officer
- 9) Senior Finance Officer

- 10) 7 numbers of Joint Directors of Agriculture
- 11) Assistant Executive Engineer (Agri)
- 12) 7 Nos of Deputy Directors of Agriculture
- 13) 16 Nos of Assistant Directors of Agriculture
- 14) Labour Welfare Officer
- 15) 2 Administrative Assistants
- 16) 5 Accounts Officers
- 17) Public Relations Officer (currently Assistant Director of Agriculture)
- 18) 13 Technical Assistants
- 19) 14 Senior Superintendents
- 20) PA to Director of Agriculture
- 21) Other 273 numbers of Ministerial Staff in different categories. All officers of Agriculture Department in the state are under the control of the Directorate of Agriculture.
- 22) 5 Additional Directors are functioning in the Directorate of Agriculture.

1. ADDITIONAL DIRECTOR OF AGRICULTURE (Planning)

He is in charge of the planning section of the Directorate of Agriculture and dealing with following subjects.

- a. *Matters related to planning and formulation of projects*
- b. *External Aided programme*
- c. *Special component plan & Tribal sub plan*
- d. *Monitoring and Evaluation Unit*
- e. *Matters related to LA Interpellation*
- f. *Decentralized planning-Peoples plan*
- g. *Project like KHDP, KSHPDC, Agri Business Consortium and matters related to other public undertakings, Board meetings NWDPRRA etc*
- h. *Institutional Finance*
- i. *Agricultural Development policy*
- j. *Horticulture mission*
- k. *RSVY, WTO, RIDF*
- l. *Decentralised Planning*

Detailed seat wise distribution of subjects under him are issued vide office order 4/2002 dt.11-9-2002.

The following staff are working under him for dealing the above subjects.

Name of section - TP

- 1) Deputy Director of Agriculture- - 1
- 2) Assistant Directors of Agriculture - 4
- 3) Technical Assistants - 3
- 4) Clerks - 5
- 5) Driver - 2
- 6) Peon - 1
- 7) Confidential Assistant - 1

Name of Section : SW

- 1) Assistant Director (Statistics) - 1
- 2) U.D. Compilers - 2
- 3) Statistical Officer - 1

Name of Section – M& E

- | | |
|-----------------------------------|-----|
| Assistant Director of Agriculture | - 1 |
| Deputy Director (Statistics) | - 1 |
| Research Assistants | - 2 |
| L D and UD Compilers | - 8 |
| Research Officer | - 2 |

2. ADDITIONAL DIRECTOR OF AGRICULTURE (CP)

He is in charge of the following schemes implementing by the Department

- 1) All paddy Development Programmes and related matters
- 2) Free supply of Electricity
- 3) Seed Certification ,Enforcement of seed Act, seed Rules, Seed Authority etc.
- 4) Integrated nutrient Management Programme Organic Farming
- 5) Soil testing, Services, quality control of Fertilizer, Bio Fertilizer, Organic Manure, PP Chemicals
- 6) Enforcement of fertilizer control order, Insecticide Act etc.
- 7) Integrated Pest Management, State Bio-Control Lab, Pest and Disease Management Programmes
- 8) Bio-technology and Model Floriculture Centre, Kazhakuttom and all other related schemes and rules (Office Order 06/2007 dated 27-04-2007)
- 9) Natural Calamity, Contingency programme to meet Natural calamity, Crop Insurance etc.
- 10) Coconut Development Programmes
- 11) Cashew Development Schemes
- 12) All Spices development Programmes, floriculture Development schemes

- 13) *Re-structuring of Agriculture Department at State level/and District level . Government building, rented building for offices, KIP Quarters etc. Grass root level support system for Agriculture Development. Public Participation in agricultural production programme.*
- 14) *Scheme for women in Agriculture (Both State and CSS)*
- 15) *Awards to farmers*
- 16) *All files related to Farm Information bureau , Seminars, Exhibitions, workshop etc.*
- 17) *Training support to field functionaries*
- 18) *Farmers Training, Contractual Research, Adaptive Trial and front line Demonstration*
- 19) *Youth Programme*
- 20) *All schemes related to Areca nut Development Programme. The following officers and staff are working under him for providing necessary assistance to him. The following sections in the Directorate of Agriculture are under his control for dealing with the above subjects. TA, TB,TC,TD,TE,TF,TK,TQ,TR,TS,TV,*

- 1) *Joint Director of Agriculture,(C & A) functioning as Seed Authority, Thrissur*
- 2) *Joint Director of Agriculture (Spices)*
- 3) *Joint Director of Agriculture (PP)*
- 4) *Joint Director of Agriculture (AR & T)*
- 5) *Joint Director of Agriculture (H)_*
- 6) *Joint director of Agriculture (WM)*
- 7) *Deputy Director of Agriculture, (CD)*
- 8) *Plant Protection Officer*
- 9) *Deputy Director of Agriculture, (H)*
- 10) *Assistant Director of Agriculture - 7*
- 11) *Technical Assistant - 6*
- 12) *Clerks - 21*
- 13) *Peons - 6*

He is also in charge of vigilance Officer (Agri). He has to conduct Joint Enquiries and Technical matters along with the vigilance Officer(finance) in the special Vigilance Cell of this office.

3. ADDITIONAL DIRECTOR OF AGRICULTURE (FARMS & BIO-GAS)

He is in charge of the following schemes in the Department.

- 1) *To Supervise and give necessary directions to All activities in the Departmental farms and Nurseries in the State.*
- 2) *Planting Materials, Programme for field crops, coconut seednut procurement programme etc.*
- 3) *Advance Tour Programme and work diaries of Principal Agricultural Officers*
- 4) *Bio-gas Development*
- 5) *Vegetable Development Programme*
- 6) *Fruit Development Programmes*
- 7) *High Tech Innovative in Agriculture*
- 8) *Nagarathil Oru Nattinpuram*
- 9) *Pulses Development Schemes, Oil seed Development schemes, Roots and Tubers, Development Schemes, NHB Programmes, VFPCCK Programmes*

The following sections and officers in the Directorate of Agriculture are under his control and for dealing with the above matters.

(1) Sections under his control

TH,TJ,VC ,TC and LW sections

- i) Joint Director of Agriculture(Farms)*
- ii) Joint Director of Agriculture(VC)*
- iii) Labour Welfare Officer*
- iv) Assistant Director of Agriculture (Farms)*
- v) Assistant Director of Agriculture (Biogas)*
- vi) Assistant Director of Agriculture, VC*
- vii) Technical Assistants - 3 (on special duty to AEZ)*
- viii) Junior Superintendent -1*
- ix) Clerks - 5*
- x) Peon -5*
- xi) Confidential Assistants -2*

4. ADDITIONAL DIRECTOR OF AGRICULTURE (MARKETING) & SZ

He is in charge of the 6 EEC Markets in the state as given below :

- 1) EEC Market, Nedumangad, Thiruvananthapuram District*
- 2) EEC Market, Anayara, Thiruvananthapuram District*
- 3) EEC Market, Muvattupuzha, Ernakulam District*
- 4) EEC Market, Maradu, Ernakulam District*
- 5) EEC Market, Vengeri, Kozhikode*
- 6) EEC Market, Sultan Batheri, Wayanad.*

He is also in charge of All Agmark Labs, Price Stabilization, Copra Drier and all other programmes related with Agricultural Marketing. Procurement of Paddy, Arecanut, Pepper, Rubber, Copra/Coconut procurements under Market Intervention Scheme(MIS), Special Package Schemes related to procurement of Rubber, Paddy, Pepper and Scheme for Copra Driers.

The following officers are working under him in the Directorate of Agriculture for dealing the above subject.

- i) Deputy Director of Agriculture (M) - 1*
- ii) Assistant Director of Agriculture (M) - 1*
- iii) Technical Assistant - 1*
- iv) Clerks - 2*
- v) Peon - 1*

Among this, one Joint Director of Agriculture is working in the Maradu Market at Ernakulam as Secretary and at Muvattupuzha & Vengeri, Deputy Directors of Agriculture are functioning as Marketing Secretaries, In all other markets, Assistant Directors of Agriculture are working as Marketing Secretaries.

5. ADDITIONAL DIRECTOR OF AGRICULTURE (H&E) HORTICULTURE &

Now deployed to (post re-organised vide G.O. (MS) No. 1339/98/AD Kerala State Prices Board)dated 19-09-1998 and Order No. O&M(1)7298/99 dated 04-02-1999. The post is now deployed to Kerala State Agricultural Prices Board and Additional Director of Agriculture (CP) is in charge of Additional Director of Agriculture (H&E) vide Office Order No. 1/2007 dated 11-01-2007. He is dealing with the following subjects.

- 1) National Horticulture Mission
- 2) High Tech Innovative in Agriculture
- 3) Vegetable Development Programmes
- 4) Floriculture Schemes – Vision 2010
- 5) Development of Fruits
- 6) NHB Projects
- 7) Commercial Floriculture
- 8) Youth programme and other related files
- 9) IT Cell and IT related files
- 10) Training support to Field Level Functionaries and Human Resource Management
- 11) Farm Information Bureau and Grass Root Level Support System - Mission in Agriculture Agro Service Centres
- 12) Public participation in Agricultural production – ATMA Scheme

The sections are VC, TS, TK, IT, TE and TV. Joint Director of Agriculture (AR&T), Joint Director of Agriculture (Spices) and Joint Director of Agriculture (VC) are functioning under him.

6. STATE AGRICULTURAL ENGINEER

He is in charge of all Agricultural Engineering activities in the state. In his control one AEE (Agri.) & one Assistant Engineer (Agri) working in the Directorate of Agriculture along with two sections ie., TG.I & TG.II headed by one Head Clerk & one Superintendent with 4 clerks. In the state, he is assisted by the following staff.

- 1) 2 Executive Engineers(Agri) at regional level with offices at Kozhikode & Alappuzha
- 2) 14 Assistant Executive Engineers (Agri) Offices in the Districts
- 3) Assistant Executive Engineer (Agri) office, RATTTC, Vellayani, Thiruvananthapuram

He is in charge of the following schemes and works :

- 1) Small Farm Mechanisation
- 2) Use of Plastics in Agriculture
- 3) All civil works such as construction of buildings, infrastructure development works, minor irrigation works.
- 4) Purchase & Maintenance of department vehicles

- 5) Maintenance of department buildings
- 6) Maintenance of Farm Machineries.

7. SENIOR ADMINISTRATIVE OFFICER

He is posted by deputation from among the Joint Secretary to Government, General Administration Department, or by transfer appointment from Administrative Officers Grade I. His main duty is to provide Assistance in all administrative matters to the Director of Agriculture. He is in charge of the following works in the Directorate of Agriculture

- 1) Service matters of all categories of staff in the department
- 2) Subject related to transfers & postings of all categories of staff in the Department
- 3) Subject related to Organization & Management (O&M) of the Department of Agriculture
- 4) PF and Pension sanctioning papers
- 5) Records and stationeries
- 6) Fair Copy/ Inward and dispatch section (HQ)
- 7) He is in charge of preparing notes for DPC Higher & Lower.

The following sections in the Directorate are functioning under this control. SA, SB, SD, SE, SH, A A.I, A A.II, O&M, SG.I, SG.II, Record, CR , Inward, Despatch and Fair Copy section. He is assisted by the following Officers & Staff in the Directorate.

- | | |
|------------------------------|------|
| 1) Accounts Officers | - 3 |
| 2) Administrative Assistants | - 2 |
| 3) Senior Superintendents | - 3 |
| 4) Junior Superintendents | - 10 |
| 5) Fair Copy Superintendents | - 5 |
| 6) L.D. & U.D. Clerks | - 30 |
| 7) Typists | - 34 |
| 8) Peon | - 4 |

10. SENIOR FINANCE OFFICER

He is the Joint Secretary to Government, Finance Department posted as Senior Finance Officer. He is the financial Advisor to the Director of Agriculture. Allocation of funds, scrutiny of quotations/tenders for work, waiving of tender formalities in special cases etc are being under his control. He is in charge of the following works in the Directorate of Agriculture.

- 1) Allotment of funds :a) State Funds under -001
 - b) Contingency Fund
 - c) Bicycle and Mosquito net advances
 - d) Loans to Corporations
 - e) LAR cases

- 2) *Budget preparation*
- 3) *Re-appropriation of funds*
- 4) *Opening of detailed Head of Account*
- 5) *Additional Authorization of Funds*
- 6) *Regularization of Funds*
- 7) *Surrender of Funds*
- 8) *Contingency Fund Advance*
- 9) *Supplementary Demands for grants*
- 10) *LAR cases*
- 11) *Ways & means – Monthly Ceiling of Expenditure*
- 12) *Proposal for sanction for the payment of interest on pensionary claims*
- 13) *Enforcement of appropriation control*
- 14) *Fixation of Grant`*
- 15) *Appropriation Account*
- 16) *All miscellaneous files relating to financial matters.*
- 17) *Communicating Non Plan Schemes with budget provision*
- 18) *Communicating Funds of accounts and revenue receipts*
- 19) *Allotment of Funds to Panchayath Raj under the various Head of Accounts*
- 20) *Arrangement of annual verification of Stock and stores of all the Sub-offices directly under the control of Director of Agriculture*
- 21) *Reconciliation of the Departmental figures with Accountant General/(RW Section)*
- 22) *Collection and registering expenditure statement of Gazetted officers in the Directorate of Agriculture*
- 23) *Issue of NLC/LC of all Gazetted Officers of the Department and NGOs of Directorate of Agriculture*
- 24) *Conducting Audit of Accounts of all Principal Agricultural Officers and Special Audit in certain cases and its follow up action.*
- 25) *Correspondence with Accountant General regarding statement of Expenditure and Audit Certificate in respect of centrally sponsored schemes, files relating to performance Budgeting of Agriculture Department.*
- 26) *Loan details of the Department , Draft paras of Loan*
- 27) *Watching of recovery of Motor Conveyance Advance, recovery of Loans to Plantation Corporation, KLDC and such agencies etc.*
- 28) *Files and registers related to PF of Farm Labourers and miscellaneous papers related to this.*

The following are the sections under the control of Senior Finance Officer

AB, AD, Audit I, Audit II, Audit III, Audit IV, Audit V, Fin.A, Fin.B, Loan, LF, RW (Reconciliation Wing)

The following officers and staff are working under him for dealing with the above subjects

- a. Accounts Officers - 3
- b. Senior Superintendents - 5
- c. Junior Superintendents - 7
- d. Clerks - 26
- e. Peon - 3
- f. CA - 1

11. LAW OFFICER

He is the Deputy Secretary to Government, Law Department posted as Law Officer of the Department. He is the Legal Advisor to the Director of Agriculture. He is in charge of the following works.

- 1) To attend all types of Quality Control Cases of Fertilizer and Insecticides detected by the Department.
- 2) To scrutinize the statement of facts of OPs, WPCS, OS, complaint to Lok Ayuktha etc.
- 3) To attend Advocate General Office, Ernakulam in connection with filing of statement of facts/Affidavits towards various WPCS, Writ Appeals etc., and also discussion with the concerned Government Pleader.
- 4) To give Legal Advice to the Director of Agriculture in matters required by him.

12. VIGILANCE OFFICER (FINANCE) & SECRETARY - SPECIAL VIGILANCE CELL

This post was created in the department vide the G.O.(MS) No.39/97/AD dated 10-02-97. One of the Joint Secretaries to Government, Finance Department was posted as Vigilance Officer (Finance) and Secretary of the Special Vigilance Cell created in the Directorate of Agriculture, vide the above mentioned order.

He is in charge of the following works :

- i) He is the Secretary of the Special Vigilance Cell of the Directorate of Agriculture and is empowered to make correspondence with Government and other officers in respect of disciplinary matters and departmental enquiries.
- ii) He has to conduct inspections jointly along with the Vigilance Officer (Agri) currently Additional Director of Agriculture (CP) and to furnish report to Director of Agriculture
- iii) To take action upon such Inspection reports with the approval of Director of Agriculture
- iv) To conduct enquiries upon written complaints and to conduct 5 surprise Inspections in a month.
- v) As per G.O.(Rt) 302/98/AD dated 26-02-1998, files relating to the disciplinary action against all categories in the department has to be dealt by him.

He is assisted in the above works by the following staff

- 1) Senior Superintendents – 2
- 2) L.D. & U.D. Clerks - 5
- 3) Senior Grade Typists - 2
- 4) CA - 1
- 5) Peon - 2 In position – 1
- 6) Driver - 1

**DUTIES OF OTHER CATEGORY OF STAFF IN THE
DIRECTORATE OF AGRICULTURE**

- 1) Joint Directors of Agriculture (7 Nos) - To provide Technical support to the Addl. Directors of Agriculture and to the Director of Agriculture for the implementation of various schemes in the Department.
- 2) Deputy Directors of Agriculture (7 Nos)- To provide Technical support to the Director of Agriculture in implementing Various Schemes and programmes Undertaken by the Department.
- 3) Assistant Directors of Agriculture (16 Nos)- Technical support to Addl. Directors of Agriculture & Joint Directors of Agriculture
- 4) Administrative Assistants - (2 Nos)

To provide assistance to all administrative matters in the HQ, monitoring of Administrative matters of the day to day administration. Regular and systematic check up of delays on cases in respect of sections concerned. Sanction of leave, increment etc to officers working under them
- 5) Accounts Officers - (5 Nos)

Audit of accounts, clearance of Audit objections, proper maintenance of Accounts, Drawing and Disbursing Officer , Timely issue of LC/NLC, of Pension cases, Assisting in preparation Budget and Fund allotment.
- 6) Senior Superintendents - (14 Nos)

Section Supervision and Monitoring of work in sections. Ensuring of proper processing of files and check delays, maintenance of Loan Accounts and functioning as Section Heads.

7) Junior Superintendents - (23 Nos)

Section Heads and Section Supervisors. To give proper support to ministerial Wing and to ensure speedy disposal of cases and business improvements – check delays etc.

8) Assistant Executive Engineer (Agri) - (1 No)

Technical Assistance to State Agricultural Engineer

9) Assistant Engineer (Agri) - (1 No)

To give support and assistance to the State Agricultural Engineer in all the matters of Agricultural Engineering activities in the Department.

10) Statistical Officer - (1 No)

(On deputation from Statistics Department)

Supervision of data compilation, furnishing statistical reports etc.

11) Research Officer - (1 No)

(On deputation from Statistics Department)

Assisting Statistical Officer in preparing statistical reports.

12) Research Assistants - (3 Nos)

(On deputation from Statistics Department)

Collection of basic data essential for the formulation and implementation of Development Programmes, preparation of estimates of production of important crops. Compilation of progress reports. To conduct the studies of adhoc nature to evaluate the programmes implemented by the Department.

13) Deputy Director, Statistics –(1 No)

(On deputation from Statistics Department)

Monitoring and evaluation of schemes implementing by the Department and Controlling Officer of M&E Section in the Directorate of Agriculture .

14) Assistant Director, Statistics - (1 No)

(On deputation from Statistics Department)

Assistance to Planning Wing in formulation of schemes.

15) Head Clerk - (2 Nos)

Section Supervision and check delay on files, and as Section Head.

16) Labour Welfare Officer - (1 No)

To deal with the Labour issues of the Department.

17) Technical Assistant to Director of Agriculture – (1 No)

To assist Director of Agriculture in dealing with files related to Technical matters, Information support to Director of Agriculture on technical programmes.

Apart from this, the following staff of Directorate of Agriculture in providing assistance to Director of Agriculture and other Middle Level Officers in toning up of administration of offices all over the state.

- | | |
|----------------------------------|-------------|
| 1) Clerks | - (104 Nos) |
| 2) Typists | - (35 Nos) |
| 3) Fair Copy Superintendents | - (5 Nos) |
| 4) Peons | - (20 Nos) |
| 5) Watchman | - (2 Nos) |
| 6) Duplicating Operators | - (4 Nos) |
| 7) PA to Director of Agriculture | - (1 No) |
| 8) Confidential Assistant | - (1 No) |

CENTRAL SOIL TESTING LABORATORY, THIRUVANANTHAPURAM
(CENTRAL SOIL PLANT HEALTH CENTRE)

Services being rendered by this center for testing soil to determine N,P,K, pH and electrical conductivity. Plant analysis, soil analysis, water sample analysis, pesticide residue analysis, organic manure analysis and micro nutrient testing will be brought under the same umbrella.

Samples can also be tested for the presence of pesticide residue in this center to obtain 'Safe to eat' certification in the near future.

1) CHIEF SOIL CHEMIST (Deputy Director of Agriculture) – (1 NO)

To supervise and control the various activities undertaken by Soil Testing and Mobile Testing Laboratories. To ensure the timely purchase of Lab equipments and pesticides, required for laboratory. To inspect and review the working of the labs and take appropriate stops to remedy the defects detected if any. To appraise the Director of Agriculture, the progress of working of Laboratories and to prepare special reports on subjected entrusted by the Director of Agriculture.

2) Scientific Assistant – (4 Nos)

Timely processing and analyzing samples. Timely conveying of results to the Assistant Soil Chemist. Conducting Micro- nutrient analysis and timely submission of periodical reports to Central Government. To assist Chief Soil Chemist in office administration. To assist the Chief Soil Chemist in day to day administration.

- 3) Clerks - (2 Nos)
- 4) Typist - (1 No)
- 5) Driver - (1 No)
- 6) Lab Attender – (2 Nos)
- 7) Peon - (1 No)

STATE BIOCONTROL LABORATORY, MANNUTHY, THRISSUR

The laboratory started functioning from 19-04-2000, with an intention to serve as a nucleus/central facility for the mass culturing of various bio-control agents suited to the diversified crop ecosystem of our state. The laboratory has the mass culturing techniques of the following bio-control agents.

- 1) *Trichoderma viride (tale based formulation)*
- 2) *Pseudomonas fluorescens (tale based formulation)*
- 3) *Trichocard (parasitised egg cards of Trichogramma chilonis and Trichogramma japonicum)*
- 4) *Cryptolaemus montrouzeiri (predatory coccinellid)*
- 5) *Rhinochoris marginatus (predatory bug)*
- 6) *Chrysoperla carnea (aphid lion – predatory lace wing)*
- 7) *Fusarium pallidorozeum (entomopathogenic fungus)*
- 8) *Nuclear polyhedrosis virus (NPV) of Helicoverpa armigera and Spodoptera litura*

At present, the laboratory is mass producing Trichoderma viride, Pseudomonas fluorescens (tale based formulations) and trichocards.

The staff pattern of lab is as follows :-

<i>Sl No</i>	<i>Name of Post</i>	<i>Sanctioned</i>	<i>In Position</i>
1	<i>Deputy Director of Agriculture</i>	1	1
2	<i>Assistant Director of Agriculture</i>	1	1
3	<i>Agricultural Officer</i>	NIL	3 (on special duty)
4	<i>Junior Superintendent</i>	NIL	NIL
5	<i>Field Assistant</i>	2	2
6	<i>Lab Assistant</i>	2	1
7	<i>Lab Attender</i>	3	3
8	<i>L.D. Clerk -cum- Typist</i>	1	1
9	<i>Driver</i>	1	1
10	<i>Peon</i>	2	1
11	<i>Watcher</i>	1	1
12	<i>Part Time Sweeper</i>	1	NIL
13	<i>Casual Labourers</i>	3	Labourers are engaged according to necessity

This laboratory is the only one in the state under Public Sector engaged in the commercial production of bio-control agents. It can also claim as a pioneering center in disseminating the idea of field application of bio-control agents among the farming community of the state.

BIO-TECHNOLOGY & MODEL FLORICULTURE CENTRE,
KAZHAKUTTOM, THIRUVANANTHAPURAM

The center started functioning in December 2000 with the following objectives :-

- ✂✂ To undertake micro propagation of potential crop spices mainly floriculture and fruits
- ✂✂ To function as a training center on micro propagation
- ✂✂ Presentation and propagation of elite plant spices
- ✂✂ Varietal improvement of ornamental plants
- ✂✂ To function as a production and distribution center for ornamental plants through conventional propagation methods

The center produces tissue culture plantlets of anthurium, orchids, banana, vanilla, pepper, ornamental plants etc.

The tissue culture plantlets produced are supplied to farmers of Kerala, ICAR institutions, Kerala Agriculture University, KVKs, Other Research Stations and also to neighbouring states like Tamil Nadu, Karnataka and Goa.

STATE AGMARK GRADING LABS - 14 Nos

14 State Agmark Grading Laboratories had been set up in the state (one in each district) under the Department. Of this, 10 labs are functional.

- 1) Thiruvananthapuram - (1 No)
- 2) Kollam - (1 No)
- 3) Alappuzha - (1 No)
- 4) Pathanamthitta - (1 No)
- 5) Kottayam - (1 No)
- 6) Ernakulam - (1 No)
- 7) Thrissur - (1 No)
- 8) Kozhikkode - (1 No)
- 9) Palakkad - (1 No)
- 10) Kannur - (1 No)

The 4 new labs set up in Malappuram, Idukki, Kasaragod and Wayanad have not started analytical works, since post creation is not yet sanctioned. Steps are being taken to run these labs with staff found out either by deployment or additional charge.

Grading of agricultural commodities to issue Agmark labels for quality product is being done in the SAGLs. Coconut oil, gingely oil, ground spices, curry powder, atta, rice, ghee and honey are the major commodities being graded at present.

Staff Sanctioned (10 Labs)

- | | |
|-------------------------|------------|
| 1) Agricultural Officer | - (10 Nos) |
| 2) Lab Attender | - (10 Nos) |
| 3) Peon | - (10 Nos) |

PESTICIDE TESTING LABORATORY, THIRUVANANTHAPURAM

- | | |
|--------------------------------------|-----------|
| 1) Deputy Director of Agriculture | – (1 No) |
| 2) Assistant Director of Agriculture | – (1 No) |
| 3) Agricultural Officer | – (6 Nos) |
| 4) Agriculture Assistant | – (1 No) |
| 5) Clerk | - (2 Nos) |
| 6) Confidential Assistant | – (1 No) |
| 7) Lab Assistant | - (5 Nos) |
| 8) Peon | - (1 No) |
| 9) Watcher | - (1 No) |
| 10) Part Time Sweeper | – (1 No) |

To ensure the timely analysis of samples received from Assistant Directors of Agriculture and Agricultural Officers and to convey the results. Testing of pesticides and their conformity to ISI specifications verified. To assist the Deputy Director of Agriculture in the day to day administration in the office.

RTT CENTRE, VELLAYANI

- 1) Assistant Executive Engineer (Agri) – (1 No)
- 2) Assistant Engineer (Agri) - (1 No)

Supervision of Agricultural Engineering activities in the center. To arrange orientation training to Agricultural Officers, Agriculture Assistants and other Engineering personals in regard to the use of PP equipments and other connected matters. Conducting research work and field studies to strengthen the Agricultural Engineering activities..

- 3) Clerk - (2 Nos)
- 4) Typist - (1 No)
- 5) Driver - (1 No)
- 6) Peon - (1 No)

To assist the Executive Engineer (Agri) in the discharge of day today administration of the office.

- 7) Foreman - (1 No)
- 8) Draftsman - (1 No)
- 9) Mechanic - (1 No)

Preparation of estimate of various mechanical works drawing records related to civil works and to undertake repairs of vehicle PP equipments and Agricultural implements.

- 10) Welder - (1 No)
- 11) Carpenter - (1 No)
- 12) Blacksmith - (1 No)
- 13) Fitter - (1 No)
- 14) Turner - (1 No)

To attend the repair works of office furniture and other tolls and materials.

- 15) Watchman - (2 Nos)

Watching duties

- 16) Part Time Sweeper – (1 No)

Sweeping work

FARM INFORMATION BUREAU, THIRUVANANTHAPURAM

- 1) *Principal Information Officer* - (1 No)
- 2) *Editor – cum- Press relation Officer* - (1 No)
- 3) *Assistant Editor* - (2 Nos)
- 4) *Agricultural Officers* - (5 Nos)
- 5) *Other Technical Staff* - (36 Nos)

To ensure the active information and communication support to all Developmental activities. Providing Farm News Service through Radios, Press and TVs. Publication of Information materials, Farm Guides, conducting exhibitions, Kissan Melam and other field publicity activation. Is also extends necessary information and publicity support for project implementation for eliciting the progress and achievements of the department at various levels. Publishing of farm journal Kerala Karshakan. To organize farm book corner seminars, film shows and photographic support to departmental activities.

(Farm Information Bureau has two Sub Offices at Ernakulam and Kozhikkode)

- 6) *Junior Superintendent* - (1 No)
- 7) *Head Clerk* - (1 No)
- 8) *Clerk* - (12 Nos)
- 9) *Typist* - (4 Nos)
- 10) *Confidential Assistant* - (2 Nos)
- 11) *Peon* - (2 Nos)
- 12) *Watcher* - (2 Nos)
- 13) *Attender* - (1 No)

BIO-TECHNOLOGY AND MODEL FLORICULTURE CENTRE, KAZHAKUTTOM, THIRUVANANTHAPURAM

- 1) *Assistant Director of Agriculture*
- 2) *Tissue Culture Technicians*
- 3) *Clerks*
- 4) *Agricultural Officers*
- 5) *A/c. Mechanic & other Supporting Staff*

STATE SEED TESTING LAB, PAROTTUKONAM, THIRUVANANTHAPURAM

All kinds of tests regarding the germination & quality of seeds.

JOINT DIRECTOR OF AGRICULTURE, SEED AUTHORITY, THRISSUR

Joint Director of Agriculture and Other Supporting Staff

Procurement of paddy seeds.

OFFICE OF THE EXECUTIVE ENGINEER (AGRI), ALAPPUZHA & KOZHICKODE

1) Executive Engineer (Agri) - (2 Nos)

Supervision of all Agricultural Engineering activities in the Southern and Northern regions. Execution of works according to technical sanction for civil works of repair of Departmental Vehicles.

(Head Quarters of Southern Region is at Alappuzha and Northern Region is at Kozhikkode)

2) Assistant Executive Engineer (Agri)

Scrutinizing of estimates, checking design, calculations, preparation of tender schedule and agreements, preparation of schemes, test checking of works and to give assistance to Executive Engineer (Agri) on all technical matters.

3) Draftsman

To check design and other activities connected with works.

- 4) Clerk – (4 Nos)
- 5) Confidential Assistant – (2 Nos)
- 6) Peon – (4 Nos)
- 7) Driver – 2 Nos
- 8) Typist – (2 Nos)
- 9) Part Time Sweeper – (2 Nos)

To assist the Executive Engineer (Agri) in the discharge of day to day duties in the office.

OFFICE OF THE ASSISTANT EXECUTIVE ENGINEER (AGRI)

1) Assistant Executive Engineer (Agri) - (11 Nos)

Supervision and Execution of all Engineering activities in their districts. To accord technical sanction for works and repair sanction of Department Vehicles subject to powers delegated.

(11 Offices, Thiruvananthapuram, Kollam, Alappuzha, Ernakulam, Kottayam, Thrissur, Kozhikkode, Kannur, Malappuram, Palakkad and Kasaragod)

2) Assistant Engineer (Agri) - (11 Nos)

Issue of essentiality certificate for repairs and purchase of spare parts, condemnation of Agricultural implements and Machineries, custodian of measurement books, land level sheets, field books etc. check measurement of works, preparing plan and estimates of all works undertaken. Fuel testing of vehicles.

3) Head Clerk - (11 Nos)

4) Clerk - (42 Nos)

5) Typist - (11 Nos)

To assist the Assistant Executive Engineer (Agri) in the day to day administration of the office.

6) Foreman - (11 Nos)

To assist the Assistant Engineer for the preparation of estimate of mechanical works, custodian of log books and History Books of vehicles. To check the quality of spares purchased and maintenance of Job card of repair works.

7) Draftsman - (10 Nos)

To prepare drawing and records relating to civil works, tracing of drawings. Plot survey and plot level sanctions based on field data, assist draftings and checking of Tender Schedule and agreement, preparation of annual indent of tools and plants etc.

8) Over Seer - (22 Nos)

Preparation of estimate of civil works surveying and leveling and preparation of records of civil works. To assist me touting etc.

9) Mechanic - (35 Nos)

To undertake repairs of vehicles and other Agricultural implements.

10) Tractor Driver - (72 Nos)

Tractor driving

11) Tractor Cleaner – (33 Nos)

To assist the T.D. in ploughing works

12) Welder - (10 Nos)

Welding works

13) *Carpenter - (1 No)*

14) *Blacksmith - (2 Nos)*

15) *Fitter - (9 Nos)*

To attend the repair work of vehicle relating to wood works and other related works as directed by the Assistant Executive Engineer (Agri)

16) Electrician - (9 Nos)

Electrical works

17) Store-in-Charge - (10 Nos)

To maintain store register of purchase and unserviceable articles

18) *Lascar - (6 Nos)*

19) *Borer - (9 Nos)*

To attend the works of Filter Point Tube Wells

20) Work Superintendent - (21 Nos)

Supervision of civil works

21) Cleaner - (12 Nos)

To assist the repair works of vehicles in the workshop

22) *Driver - (11 Nos)*

23) *Peon - (11 Nos)*

24) *Watcher - (19 Nos)*

To assist the Assistant Executive Engineer (Agri)'s in the discharge of day to day duties of the office

25) Permanent Servant

26) Part Time Sweeper - (11 Nos)

Sweeping and Cleaning duties

FERTILIZER QUALITY CONTROL LABS (2 Nos)

- 1) *Deputy Director of Agriculture - (2 Nos)*
- 2) *Agricultural Officers (Analyst) - (8 Nos)*

To ensure the timely analysis of samples received in the lab and dispatch of results in time. Keeping and preservation of equipments in tact. To maintain the stock and stores and submission of progress reports to the Director of Agriculture about the working of the labs.

(The lab's are stationed at Thiruvananthapuram & Pattambi)

- 3) *Clerk - (2 Nos)*
- 4) *Typist - (2 Nos)*
- 5) *Watcher - (2 Nos)*
- 6) *Lab Assistant -*

Office work in assisting the various activities in the lab.

- 7) *Part Time Sweeper - (1 No)*

Sweeping work

PRINCIPAL AGRICULTURAL OFFICE (14 Nos)

- 1) *Principal Agricultural Officer - (14 Nos)*

Principal Agricultural Officer is Head of Agricultural Administration in the District. He is assisted by Deputy Directors of Agriculture at the district level, Assistant Directors of Agriculture at the block level and other supporting staff in carrying out various programme of the department. Duties and responsibilities of the Principal Agricultural Officer are separately attached.

(One each for Wayanad, Kannur, Kozhikkode, Malappuram, Thrissur, Palakkad, Ernakulam, Kottayam, Alappuzha, Pathanamthitta, Idukki, Kollam, Thiruvananthapuram (14 districts))

- 2) *Deputy Director of Agriculture - (68 Nos)*

- 3) *To assist the Principal Agricultural Officer in implementing 68 various schemes of the department in districts. Duties and responsibilities of the Deputy Directors of Agriculture are separately attached.+*

To assist the Principal Agricultural Officer in district administration. Duties and responsibilities are separately attached.

4) Administrative Assistant - (14 Nos)

To assist the Principal Agricultural Officer in district administration. Duties and responsibilities are separately attached.

5) Accounts Officer - (15 Nos)

To assist the Principal Agricultural Officer in district administration. Duties and responsibilities are separately attached.

6) Agricultural Officer (Technical Assistant) - (14 Nos)

To assist the Principal Agricultural Officer in district administration. Duties and responsibilities are separately attached.

7) Research Assistant - (13 Nos)

To assist the Principal Agricultural Officer in statistical works.

8) Assistant Engineer (Agri) – (4 Nos)

To assist the Principal Agricultural Officer in Biogas programme

9) *Junior Superintendent - (107 Nos)*

10) *Head Clerk – (13 Nos)*

11) *Clerk - (460 Nos)*

12) *Typist - (88 Nos)*

13) *Confidential Assistant - (14 Nos)*

14) *Investigators - (48 Nos)*

15) *Driver - (88 Nos)*

16) *Peon - (120 Nos)*

To assist the Principal Agricultural Officer in discharging official duties in the day to day administration of the offices concerned.

17) *Watcher - (42 Nos)*

18) *Duplicating Operator - (44 Nos)*

19) *Mechanic - (16 Nos)*

20) *Cinema Operator - (10 Nos)*

Supporting Staff

OTHER OFFICES UNDER THE DIRECT CONTROL OF THE DISTRICT OFFICER (PAO)

DISTRICT SOIL TESTING LABS - (14 Nos)

OFFICE OF THE ASSISTANT SOIL CHEMIST - (14 Nos)

1) Assistant Soil Chemist - (12 Nos)

To analyse the soil samples received from Krishi Bhavan and Assistant Directors of Agriculture and from the public and to communicate the result in time. To make available all the inputs required for analysis.

2) Agricultural Officer - (10 Nos)

To assist the Assistant Soil Chemist in all matters and to assess the fertilizer requirement for various crops.

3) Scientific Assistant - (40 Nos)

4) Lab Attender / Lab Assistant / Lab Keeper – (27 Nos)

To assist the Assistant Soil Chemist in performing lab works

5) Clerk – (11 Nos)

6) Typist - (9 Nos)

7) Driver - (6 Nos)

8) Peon - (3 Nos)

Office work

9) Part Time Sweeper – (3 Nos)

Sweeping work

MOBILE SOIL TESTING LABS - (9 Nos)

1) Assistant Soil Chemist - (9 Nos)

2) Agricultural Officer - (8 Nos)

3) Scientific Assistant - (9 Nos)

4) Lab Assistant / Lab Keeper – (8 Nos)

The duties and functions are as the same as that of the officers attached to soil testing labs. In addition to, they conduct spot soil analysis by mobile vehicles attending seminars and soil test campaigns.

(In the district of Alappuzha, Thrissur, Thiruvananthapuram, Kollam, Kannur, Palakkad, Malappuram, Kozhikkode)

- 5) Driver - (2 Nos)
- 6) Cleaner - (6 Nos)
- 7) Cinema Operator - (4 Nos)
- 8) Peon - (1 No)
- 9) Permanent Servant - (2 Nos)

DISTRICT AGRICULTURAL FARMS / BANANA NURSERY - (13 Nos)

1) Superintendent (Assistant Director of Agriculture)

The Superintendents are in-charge of Farms. To ensure the production of required planting materials for supply to the farmers at the appropriate planting season. Preparation of forecast estimate for each crops in advance and got sanctioned for carrying out the activities in time.

(In the district of Idukki, Alappuzha, Thiruvananthapuram, Kollam, Kottayam, Ernakulam, Thrissur, Kannur, Kasaragod, Palakkad, Malappuram and Kozhikkode)

- 2) Agricultural Officer - (23 Nos)
- 3) Agricultural Field Officer - (16 Nos)
- 4) Agriculture Assistant - (59 Nos)

To assist the Superintendent in the above matters

- 5) Head Clerk - (5 Nos)
- 6) Clerk - (29 Nos)
- 7) Typist - (9 Nos)
- 8) Clerk – Typist - (3 Nos)
- 9) Peon - (17 Nos)
- 10) Watcher - (23 Nos)
- 11) Permanent Servant - (69 Nos)
- 12) Driver - (9 Nos)
- 13) Mali - (3 Nos)
- 14) Oil Engine Driver - (3 Nos)

To assist the day to day administration regarding office work

OTHER MISCELLANEOUS (FARMS (ii) (CES, SUGARCANE DEVELOPMENT FARM, ED FARM, ISDF, CENTRAL PROGENY ORCHAD, SEED DEVELOPMENT FARMS, CASHEW DEVELOPMENT, CASHEW PROGENY ORCHARD & COCONUT FARM))

- 1) Assistant Director of Agriculture - (2 Nos)
- 2) Agricultural Officer - (11 Nos)
 - Wayanad - (1 No)
 - Pathanamthitta - (1 No)
 - Palakkad - (3 Nos)
 - Kozhikkode - (2 Nos)
 - Kasaragod - (3 Nos)
 - Ernakulam - (1 No)
- 3) Agrl .Field Officer - (3 Nos)
- 4) Agriculture Assistant - (22 Nos)
- 5) Clerk - (5 Nos)
- 6) Peon - (7 Nos)
- 7) Watcher - (5 Nos)
- 8) Mali - (6 Nos)
- 9) Electrician - (2 Nos)
- 10) Permanent Servant - (2 Nos)
- 11) Typist - (1 No)
- 12) Driver - (1 No)
- 13) Field Supervisor - (4 Nos)
- 14) Plough Man - (1 No)
- 15) Part Time Sweeper - (1 No)

SEED GARDEN COMPLEX, MUNDERY, MALAPPURAM

- 1) Deputy Director of Agriculture – (1 No)
- 2) Assistant Director of Agriculture – (1 No)
- 3) Agricultural Officer - (5 Nos)
- 4) Accounts Officer - (1 No)
- 5) Agriculture Assistant - (12 Nos)
- 6) Head Clerk - (1 No)
- 7) Confidential Assistant - (1 No)
- 8) Clerk - (5 Nos)
- 9) Typist - (1 No)
- 10) Driver - (4 Nos)

To ensure the production of quality planting materials of different varieties for public needs and department purpose other supporting staff to assist the Deputy Director of Agriculture in the day to day functioning of the office.

STATE SEED FARM & COCONUT NURSERY (THRISSUR)	- (1 No)
STATE SEED FARM (PALAKKAD)	- (5 Nos)
STATE SEED FARM (MALAPPURAM)	- (3 Nos)
COCONUT NURSERY (MALAPPURAM)	- (1 No)
STATE SEED FARM (KOZHIKKODE)	- (3 Nos)
COCONUT NURSERY (KOZHIKKODE)	- (1 No)
STATE SEED FARM (KANNUR)	- (2 Nos)
COCONUT NURSERY (KANNUR)	- (1 No)
DEMONSTRATION CENTRE (KANNUR)	- (1 No)
STATE SEED FARM (KASARAGOD)	- (2 Nos)
STATE SEED FARM (KOTTAYAM)	- (2 Nos)
STATE SEED FARM (IDUKKI)	- (2 Nos)
STATE SEED FARM (PATHANAMTHITTA)	- (2 Nos)

1) Permanent Servant	- (11 Nos)
2) Oil Engineer Driver	- (2 Nos)
3) Field Supervisor	- (12 Nos)
4) Plough Man	- (1 No)
5) Tractor Driver	- (1 No)
6) Permanent Labourer	- (49 Nos)
7) Casual Labourer	- (94 Nos)
8) Part Time Sweeper	- (13 Nos)
9) Clerk	- (2 Nos)
10) Typist	- (1 No)
11) Assistant Director of Agriculture	- (1 No)

To ensure the production of quality planting materials for departmental as well as public purpose. To undertake farm activities in time, preparation of forecast estimates and to ensure proper irrigation facilities in the farm, to check pest and disease attack and to take remedial action to overcome them. Supporting staff to assist the Agricultural Officer and Assistant Director of Agriculture in Nursery activities and office work and farm operations.

PARASITE BREEDING STATIONS - (9 Nos)

ALAPPUZHA	- (1 No)
THRISSUR	- (1 No)
THIRUVANANTHAPURAM	- (1 No)
MALAPPURAM	- (1 No)
KOZHIKKODE	- (1 No)

KOLLAM	- (1 No)
KOTTAYAM	- (1 No)
ERNAKULAM	- (1 No)
KASARAGOD	- (1 No)

- 1) *Agriculture Assistant* - (10 Nos)
- 2) *Gardener –cum- Lab Cleaner* - (13 Nos)

To ensure the production of egg, larva and pupal parasites of the coconut leaf caterpillar and releasing them on the coconut palm affected by the pest for the control of Nephatic on coconut.

REGIONAL AGRICULTURAL TECHNOLOGICAL TRAINING CENTRES–
(5 Nos)

THIRUVANANTHAPURAM	- (1 No)
PALAKKAD	- (1 No)
KANNUR	– (1 No)
ERNAKULAM	– (1 No)
KOTTAYAM	– (1 No)

- 1) *Deputy Director of Agriculture* - (5 Nos)
- 2) *Assistant Director of Agriculture* - (5 Nos)
- 3) *Clerk* - (5 Nos)
- 4) *Confidential Assistant* - (5 Nos)
- 5) *Driver* - (5 Nos)
- 6) *Peon* - (5 Nos)
- 7) *Male Attender* - (4 Nos)
- 8) *Female Attender* - (4 Nos)

To impart practical orientation to training to field staff and for ensuring proper technical support at grass root level.

FARMERS TRAINING CENTRE - (2 Nos)

PATHANAMTHITTA	- (1 No)
KOZHIKKODE	- (1 No)

- 1) *Deputy Director of Agriculture* - (8 Nos)
- 2) *Agricultural Officer* - (3 Nos)
- 3) *Clerk* - (2 Nos)
- 4) *Driver-cum-Cinema Operator* – (8 Nos)
- 5) *Attender* - (2 Nos)
- 6) *Peon* - (2 Nos)

To assist farmers for enabling them to adopt measures for conserving the available rain water in the land to increase productivity of their land and enhancing their income. Selection of watershed areas for making optimum use of soil and plant resources. To prepare development plans for cultivation of agriculture crops and to provide credit facilities to farmers for implementing suitable programme in the respective areas.

OFFICE OF THE ASSISTANT DIRECTOR OF AGRICULTURE -
(151 Nos)

1) Assistant Director of Agriculture - (151 Nos)

THIRUVANANTHAPURAM	- (12 Nos)
KOLLAM	- (14 Nos)
ALAPPUZHA	- (12 Nos)
KOTTAYAM	- (10 Nos)
ERNAKULAM	- (15 Nos)
THRISSUR	- (17 Nos)
PALAKKAD	- (12 Nos)
MALAPPURAM	- (14 Nos)
KOZHIKKODE	- (12 Nos)
KANNUR	- (9 Nos)
WAYANAD	- (3 Nos)
KASARAGOD	- (4 Nos)
PATHANAMTHITTA	- (9 Nos)
IDUKKI	- (8 Nos)

Assistant Directors of Agriculture are the Head of Agricultural Administration in the Blocks. They are responsible for the proper functioning of Krishi Bhavans in their jurisdiction. They should give proper directions to the field level functionaries, review their activities and render necessary guidance to them in overcoming difficulties in the implementation of scheme.

(Duties and responsibilities of Assistant Director of Agriculture of Agriculture at Block Level are separately enclosed. There are 151 Block Level Assistant Director of Agriculture in the State, functioning in the 14 Districts.

2) Clerks - (151 Nos)

Office work – to assist the Assistant Director of Agriculture in the discharge of their duties.

3) Mechanic - (100 Nos)

To conduct ready repairs to the P.P. equipments and other implements provided to the offices.

4) Driver - (38 Nos)

Driving duties

5) Field Supervisors - (55 Nos)

To assist the Assistant Directors of Agriculture and Agricultural Officers in field work and other office duties

6) Typist - (3 Nos)

Fair copying work

7) *Peon* - (25 Nos)

8) *Permanent Servant* - (1 No)

9) *Watcher* - (3 Nos)

To provide assistance in the day to day administration of the office for its efficient functioning.

10) *Boat Driver* - (1 No)

11) *Part Time Sweeper* - (19 Nos)

Cleaning and Sweeping duties

OFFICE OF THE KRISHI BHAVANS - (1068 Nos)

1) Agricultural Officer - (1045 Nos)

Krishi Bhavans are the basic unit level offices of the Department. Each Krishi Bhavan is in charge of an Agricultural Officer, assisted by Agriculture Assistants. The Agrl. Field Officer is in charge of Krishi Bhavans situated in Municipal Areas and Corporations.

No. of Krishi Bhavans in the District

1) *Principal Agricultural Officer, Thiruvananthapuram* – (89 Nos)

2) *Principal Agricultural Officer, Kollam* - (76 Nos)

3) *Principal Agricultural Officer, Alappuzha* - (78 Nos)

4) *Principal Agricultural Officer, Pathanamthitta* - (57 Nos)

5) <i>Principal Agricultural Officer, Kottayam</i>	- (78 Nos)
6) <i>Principal Agricultural Officer, Idukki</i>	- (52 Nos)
7) <i>Principal Agricultural Officer, Ernakulam</i>	- (97 Nos)
8) <i>Principal Agricultural Officer, Thrissur</i>	- (105 Nos)
9) <i>Principal Agricultural Officer, Palakkad</i>	- (94 Nos)
10) <i>Principal Agricultural Officer, Kozhikkode</i>	- (80 Nos)
11) <i>Principal Agricultural Officer, Malappuram</i>	- (106 Nos)
12) <i>Principal Agricultural Officer, Kannur</i>	- (89 Nos)
13) <i>Principal Agricultural Officer, Wayanad</i>	- (26 Nos)
14) <i>Principal Agricultural Officer, Kasaragod</i>	- (41 Nos)

TOTAL - 1068 Nos

Krishi Bhavans are the basic unit level offices of the Department of Agriculture. Each Krishi Bhavan is in charge of an Agricultural Officer assisted by Agricultural Assistants. The Agrl. Field Officer is in charge of Krishi Bhavans situated in Municipal Areas and Corporations.

All the Agricultural activities, extension and development programmes in the department are being carried out through Krishi Bhavans.

Duties of Agricultural Officers

They are under the control of each Grama Panchayat. They have to co-ordinate the functions of the Krishi Bhavans with the approval of respective Grama Panchayats. They are the implementing Officers of all the Agricultural schemes formulated by the Department and Grama Panchayats. They have to perform as drawing and disbursing officer of the staff in the Krishi Bhavans as well as to the staff deployed to local bodies. They have to perform at 10% of fund conducted by the Agriculture Assistants in various schemes for super checking. They have to conduct training to farmers, seminars, meetings etc; for promotion of Agricultural activities.

2) Agrl. Field Officer - (39 Nos)

The duties and functions of Agrl. Field Officers are the same as that of Agricultural Officers at Panchayat Level except the drawal of samples of fertilizers and chemicals for analysis.

3) Agriculture Assistants - (2853 Nos)

Field work. They must visit the farmers regularly, inspect their crops and offer advise and give directions to them on all aspects of crop production. Identification of needs of the farmers and actual beneficiaries for availing assistance under various schemes of the Department. To make arrangement for the conduct of group visits and discussions, seminars etc; submission of progress reports to the Agricultural Officer, regarding the progress of implementation of various schemes.

4) Mechanic - (19 Nos)

To undertake repairs of pumpsets, tractors and other Agricultural implements.

5) Field Supervisor - (27 Nos)

To assist the Agricultural Officers and Agriculture Assistants in field work and other duties

6) Clerk - (21 Nos)

Office work

7) Peon _____ - (27 Nos)

8) Part Time Sweeper - (114 Nos)

Sweeping duties

DIRECTOR OF AGRICULTURE (i/c)

NOTE ON DEPARTMENT OF AGRICULTURE

Agriculture Department is a major department under the Government of Kerala serving the farming community of the State. The Department is the nodal agency responsible for planning, formulation and implementation of various agricultural development programmes for the betterment of the agricultural economy of the State and the farming community. In the Grass Root Level there are 1068 Krishi Bhavans for the implementation of agricultural development schemes.

Major Functions :-

The important functions of the department include :

- i) Agricultural extension and transfer of technology*
- ii) Quality control of inputs like seeds, fertilizers and pesticides*
- iii) Production and distribution of improved seed and planting materials and organizing a sustainable seed programme*
- iv) Agricultural information dissemination*
- v) To evolve a cropping strategy inclusive of multiple cropping and mixed farming for maximum and sustainable use of natural resources aimed at integrated development of farm holdings*
- vi) Formulation of location specific agricultural development programmes*
- vii) Mobilising institutional credit for agricultural development*

- viii) *Collection and compilation of data on agricultural development*
- ix) *Providing crop insurance cover*
- x) *Promotion of product diversification and by-product utilization for value addition in agriculture*
- xi) *Promotion of selective mechanization*
- xii) *Promotion of eco-friendly practices in agriculture*
- xiii) *Ensuring remunerative prices for farm produces*
- xiv) *Providing market infrastructure*
- xv) *Liaison with national organizations in the field of agriculture and also with different development agencies, commodity boards etc*
- xvi) *Implementation of centrally Sponsored Schemes, State Programmes and Macro-management programmes, Training of farmers.*

Department of Agriculture is having the following institutions / stations for the effective implementation of its programme.

- | | |
|---|------|
| 1) <i>Farm Information Bureau</i> | - 1 |
| 2) <i>Pesticide Testing Laboratory</i> | - 1 |
| 3) <i>Fertilizer Quality Control Laboratory</i> | - 2 |
| 4) <i>Seed Testing Laboratory</i> | - 2 |
| 5) <i>Regional Biogas Development Training Centre (RBDTC)</i> | - 1 |
| 6) <i>Bio-fertilizer Lab</i> | - 2 |
| 7) <i>State Bio-control Lab</i> | - 1 |
| 8) <i>Soil Testing Laboratory</i> | |
| i) <i>Central STL (Central Soil Plant Health Centre - 1</i> | |
| ii) <i>Stationary</i> | - 14 |
| iii) <i>Mobile</i> | - 9 |
| 9) <i>Agmark Grading Laboratory</i> | - 14 |
| 10) <i>Parasite Breeding Stations</i> | - 9 |
| 11) <i>RATT Centers</i> | - 5 |
| 12) <i>Farmers Training Centers</i> | - 2 |
| 13) <i>Mobile Agro Clinics</i> | - 10 |
| 14) <i>District Agricultural Farms</i> | - 10 |
| 15) <i>State Seed Farms</i> | - 33 |
| 16) <i>Coconut Nurseries</i> | - 8 |
| 17) <i>Special Farms</i> | - 10 |
| 18) <i>Bio-technology & Model Floriculture Centre</i> | - 1 |
| 19) <i>Kerala Pest Management Centre</i> | - 1 |