

Right to Information Act, 2005

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S. No.	Particulars
1.	Directive of Central Information Commission issued under section 19 (8) (a) of the RTI Act, 2005-Time bound implementation of section 4 of the Act.
2.	Suo motu disclosure under Section 4 of R.T.I. Act, 2005 –Implementation of instructions issued by D.O.P.&T vide O.M. No. 1-6/2011-IR dated 15.04.2013.

Govt. of India
Ministry of Agriculture & Farmers Welfare
(Deptt. of Agri. , Coopn. & Farmers Welfare)
DIRECTORATE OF PULSES DEVELOPMENT
6TH Floor, Vindhyachal Bhawan,
Bhopal-462004

Updated on 27.02.2017

1. Directive of Central Information Commission issued under section 19 (8) (a) of the RTI Act, 2005-Time bound implementation of section 4 of the Act.

Name/Title of document	FR
Type of document Choose one of the types given below (Rules, Regulations, Instructions, manual, Records, others)	Rules
	No separate Rules, Regulations, Instructions, manual, Records, framed by this Directorate, the GCS rules of GOI applicable.
Brief Write-up on the document	Circular/Govt. Instructions on Fundamental Rules and others are received.
From where one can get a copy of rules. Regulations, instructions, manual and records	Address Open Market/DOPT sites
	Telephone No.
	Fax:
	E-Mail
	Others
	Not applicable
Fee charged by the department for a copy of rules, regulations, instructions, manual and records (if any)	N.A.

IV. Whether there is any provision to seek consultation/participation of public or its representatives for formulation of policies? If there is, please provide details of such policy in following format.

Sl. No.	Subject/Topic	Is it mandatory to ensure public participation (yes/no)	Arrangements for seeking public participation

The set procedure for policy formulation remains with the Planning Commission and Department of Agriculture Cooperation & Farmers Welfare, Govt. of India.

V. Use the format given below to give the information about the official documents. Also mention the place where the documents are available e.g. at Secretariat level, Directorate level, others (Please mention the level in place of writing "Others").

Secretariat level	Directorate level	Others
N.A.	The following documents are held by this Directorate which are available in Directorate (i) Annual Report on Pulses 2015-16 (ii) Document: Pulses in India-Retrospect and Prospects (iii) Status Paper on Pulses	N.A.

VII. Please provide information on Boards, Councils, Committees and Other Bodies related to the public authority in the following format:

Name and address of the affiliated Body:

Type of affiliated Body (Board, Council, Committees, Other Bodies):

Brief introduction of the affiliated Body (Establishment Year, Objective / Main Activities): **N.A.**

Role of the Affiliated Body (Advisory/Managing/Executive/Others):

Structure and Member Composition: .

Head of the Body: .

Address and main office and its Branches:

Frequency of Meetings:

Can public participate in the meeting ? :

Are minutes of the meetings prepared ? : _____

VIII. Please provide contact information about the Public Information Officers, Assistant Public Information Officers and Department Appellate authority of the Public authority.

A. Contact information about the Public Information Officers

- (i) **Central Public Information Officer (Technical)** : **Shri Vipin Kumar**
Designation of the Public Information Officer : **Assistant Director**
- (ii) **Central Public Information Officer (Administration)** : **Shri Rajesh Pawar**
Designation of the Public Information Officer : **Administrative Officer**
- (iii) **Central Assistant Public Information Officer** : **Shri Sarju Pallewar**
Designation of the Assistant Public Information Officer : **Statistical Investigator**

Contact information : **Directorate of Pulses Development**
6th Floor, Vindhyachal Bhawan
Bhopal-462004
Phone No. 0755-2572313
Fax No. 0755-2571678
E-mail :- dpd.mp@nic.in

(iv) **Department Appellate Authority of the** : **Dr. A. K. Tiwari**
Public Authority : **Director**

Contact information : **Directorate of Pulses Development**
6th Floor, Vindhyachal Bhawan
Bhopal-462004
Phone No. 0755-2550353
Fax No. 0755-2571678
E-mail :- dpd.mp@nic.in

IX. What is the procedure followed to take a decision for various matters?

The GCS Rules and DOPT guidelines of Govt. of India. Decision making dispensation is followed as per DFPR and other administered the issue.

X. What are the documented procedures / laid down procedures / Defined Criteria / Rules to arrive at a particular decision matters? What are different levels through which a decision process moves?

Decision process moves as per Delegation of Financial Powers and General Financial Rules at Directorate level as Head of the Department and Director.

XI. What are the arrangements to communicate the decision to the public? Not Applicable

XII. Who are the offices at various levels whose opinions are sought for the process of decision making ?

Joint Secretary (Crops), Department of Agriculture Cooperation & Farmers Welfare, Govt. of India, Head of the Division at Ministry level.

XIII. Who are the offices at various levels whose opinions are sought for the process of decision making ?

Joint Secretary (Crops), Department of Agriculture Cooperation & Farmers Welfare, Govt. of India, Head of the Division at Ministry level.

XIV. Who is the final authority that vets the decision?

Based on the issues and case, the Joint Secretary / Additional Secretary / Secretary (A&C), DAC&FW / MOS or Union Agriculture Minister in the Department of Agriculture Cooperation & Farmers Welfare.

XV. Please provide information separately in the following format for the important matters on which the decision is taken by the public authority.

Sl. No.	1
Subject on which the decision is to be taken	<ul style="list-style-type: none"> Administrative – Director as HOD, Joint Secretary as Divisional Head as per DFPR and delegation of Business Rules for different categories of officers. Technical / Filed level – Director as HOD / Agriculture Commissioner / Joint Secretary as Head in the Ministry.
Guidelines/Directions, if any	Powers vested in HOD.
Process of Execution	As per set Business Rules.

XVI. Directory of Officers and Employees

Sl.No.	Designation	Name of the officers and employees	No. of posts sanctioned	Vacant
Group 'A'				
1.	Director	Dr. Ashok Kumar Tiwari	1	--

2.	Joint Director	Dr. Arjun Kumar Shivhare	3*	2
Group 'B'				
2.	Assistant Director	Shri Vipin Kumar	1	--
3.	Administrative Officer	Shri Rajesh Pawar	1	--
Group 'B' (NG)				
4.	Senior Technical Assistant	Dr. Sandip Silawat	4	2
		Dr. Divya Sahare		
5.	Statistical Investigator	Shri Sarju Pallear	1	--
6.	Accountant	--	1	1
Group 'C'				
7.	Stenographer G-II	--	1	1
8.	Jr. Hindi Translator	--	1	1
9.	Stenographer G-III	--	2	2
10.	Senior Statistical Clerk	--	1	1
11.	Upper Division Clerk	Shri Harendra Kumar Choudhary	2	1
12.	Lower Division Clerk	Shri Ajay Kumar	4	2
		Shri Suchit Kumar		
13.	Staff Car Driver	Shri Amol Singh	1	--
14.	Multi Tasking Staff	Shri Sanjya Kumar Pandey	4	3
Total			28	16
Contractual Staff under PMT-NFSM XIIth Plan				
13.	Technical Assistant	Smt. Ashwini Bhoware	2	--
14.	Technical Assistant	Shri Sateesh Dwivedi		

Note = *Dr. A.K. Shivhare, A.D. has been transferred from DCD, Nagpur and joined in the same capacity in DPD, Bhopal on 22.06.2015 against the vacant post of Joint Director.

XVII. Please provide information about the details of the budget for different activities under different schemes in the given format:

- Office Budget (Non-Plan & Plan)

Year	Budget Allocation		Actual Expenditure	
	Non Plan	Plan	Non Plan	Plan
2011-2012	58,00,000	3,60,000	39,39,177	1,45,834
2012-2013	66,00,000	4,80,000	43,76,444	4,15,140
2013-2014	66,00,000	5,30,006	48,64,768	4,32,609
2014-2015	65,00,000	5,08,963	53,91,650	4,92,367
2015-2016	72,00,000	18,16,000	60,82,004	12,16,229
2016-2017	81,00,000	12,60,836		

- CSS – All CS/CSS on Crop Development Plan scheme are directly handled at the level of Department of Agriculture Cooperation & Farmers Welfare, Ministry of Agriculture & Farmers Welfare, Krishi Bhavan, New Delhi. The Monitoring & Coordination mechanism rests with the Directorate:

MADHYA PRADESH & CHHATTISGARH: Centrally Sponsored Schemes-2016-17-Tentative expenditure IIIrd Quarter (Dec, 2016)

MADHYA PRADESH

(Rs. in Lakh)

S. No.	SCHEMES	ALLOCATION- 2016-17	Total Amount Available (Release + UB)			Expenditure Ending December, 2016	% Exp. against total amount available
			Total GOI share	Total State share	Total (GOI+State)		
1	NFSM	56263.71	17968.09	11978.73	29946.82	6699.53	22
2	NMOOP	16096.98	4829.09	3219.39	8048.48	2652.59	33
3	RKVY						
a)	Agriculture	27392.66	16435.60	10957.06	27392.66	26460.23	97
b)	Agriculture Engineering	8364.76	5018.86	3345.90	8364.76	8364.76	100
c)	Animal Husbandry	4213.70	2528.22	1685.48	4213.70	4213.70	100
d)	Horticulture	3558.27	2134.96	1423.31	3558.27	3558.26	100
e)	Fisheries	403.96	242.38	161.58	403.96	403.96	100
	TOTAL	43933.35	26360.01	17573.34	43933.35	43000.91	98
4	NMAET						
a)	SMAE-ATMA	5200.03	2970.03	2230.00	5208.03	4991.87	96
b)	SMSP	2806.36	2242.97	1495.31	3738.28	1093.86	29
c)	NeGP	-	0.00	57.41	57.41	0.00	0
d)	SMAM	-	-	-	-	-	-
e)	SMPP	-	-	-	-	-	-
	TOTAL	8006.39	5213.00	3782.72	9003.72	6085.73	68
5	NMSA						
a)	RAD	1873.23	1123.94	749.29	1873.23	385.64	21
b)	SHM	1601.61	4194.88	2423.25	6618.13	560.00	9
c)	OFWM	-	2675.72	1783.75	4459.37	497.40	11
d)	CCSAMMN	-	0.00	0.00	0.00	0.00	0
e)	SHC	2747.08	1907.13	1271.42	3178.55	1128.88	36
f)	PKVY	-	1826.81	1217.87	3044.68	2439.34	80
	TOTAL	6221.92	9901.67	6227.71	16129.28	2571.92	16
7	PMIS	-	0.00	0.00	0.00	0.00	0
	TOTAL CSS	130522.35	66098.67	43999.76	110106.30	63450.02	58

NFSM- National food Security Mission, NMOOP- National Mission on oilseed and Oilpalm , RKVY- Rashtriya Krishi Vikas Yojana, NMAET- National Mission on Agriculture Extension and Technology, SMAE-ATMA- Sub Mission on Agriculture Extension- Agriculture Technology Management Agency, SMSP- Sub Mission on Seed and Planting Material, NeGP- National e-governance Plan, SMAM- Sub Mission on Agriculture Mechanization, SMPP-Sub Mission on Plant Protection, NMSA - National Mission on Sustainable Agriculture , RAD - Rainfed Area Development, SHM- Sub Mission on Soil Health Management, OFWM- Sub Mission on On Farm Water Management, CCSAMMN- Sub Mission on Climate Change & Sustainable Agriculture Monitoring, Modelling & Network, SHC - Soil Health Card, PKVY- Paramparagat Kheti Vikas Yojana, PMIS- Pradhan Mantri Irrigation Scheme,

CHHATTISGARH

(Rs. in Lakh)

S. No	SCHEMES	ALLOCATION 2016-17	Total Amount Available (Release +UB)			Expenditure Ending December,	% Exp. against total
			Total	Total	Total		

			GOI Share	State share	(GOI+State)	2016	amount available
1	NFSM	12649.00	4173.25	2782.17	6955.42	6955.42	100
2	NMOOP	701.64	189.77	126.52	316.29	250.82	79
4	RKVY						
a	RKVY (Normal)	4345.00	1844.86	1229.92	3074.78	1992.52	65
b	BGREI	16501.82	5290.19	3526.79	8816.98	7493.34	85
	TOTAL	20846.82	7135.05	4756.71	11891.76	9485.86	80
7	NMSA						
a	RAD	400.00	632.14	421.43	1053.57	309.42	29
b	SHM	-	465.81	53.01	518.82	483.97	93
c	SHC	997.16	425.80	283.87	709.67	171.78	24
d	PKVY	-	314.78	209.85	524.63	66.00	13
	TOTAL	1397.16	1838.53	968.16	2806.69	1031.17	37
8	NMAET						
a	SMSP	-	280.96	187.30	468.26	282.70	60
b	SMAE	2128.78	1050.95	700.64	1751.59	1751.59	100
c	SMAM	1006.67	649.40	432.94	1082.34	629.10	58
i	Establish Farm Machinery Banks for Custom Hiring	500.00	285.00	190.00	475.00	14.00	3
ii	Establish Hi-Tech, High Productive Equipment Hub for Custom Hiring	160.00	50.00	33.33	83.33	0.00	0.00
d	SMPP	371.27	7.57	5.04	12.61	12.61	100
	TOTAL	4166.72	2042.92	1361.95	3404.87	2407.30	71
9	IWM	-	5236.79	3491.20	8727.99	8727.99	100
10	PMKSY	3000.00	879.71	586.48	1466.19	1405.64	96
	TOTAL CSS	42761.34	21776.98	14260.49	36037.47	30546.90	85

NFSM- National food Security Mission, **NMOOP**- National Mission on oilseed and Oilpalm , **RKVY**- Rashtriya Krishi Vikas Yojana, **BGREI**- Bringing Green Revolution in India, **NMSA** - National Mission on Sustainable Agriculture , **RAD** -Rainfed Area Development, **SHM**- Sub Mission on Soil Health Management, **SHC** - Soil Health Card, **PKVY**- Paramparagat Kheti Vikas Yojana, **NMAET**- National Mission on Agriculture Extension and Technology, **SMSP**- Sub Mission on Seed and Planting Material, **SMAE** - Sub Mission on Agriculture Extension, **SMAM**- Sub Mission on Agriculture Mechanization, **SMPP**-Sub Mission on Plant Protection, **IWM**- Integrated Watershed Management, **PMKSY**- Pradhan Mantri Krishi Sichaai Yojana

XVIII. The manner of execution of subsidy Programmes

Please provide the information as per the following format Name of Programme/Scheme Duration of the Programme/Scheme	
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<p>Objective of the programme Physical and financial targets of the programme (for the last year) Eligibility of Beneficiary Pre-requisites for the benefit Procedure to avail the benefits of the programme Criteria for deciding eligibility Detail of the benefits given in the programme (also mention the amount of subsidy or other help given) Procedure for the distribution of the subsidy Where to apply or whom to contact in the office for applying Application fee (where applicable) Application format (where applicable. If the application is made on plain paper please mention it along with what the applicant should mention in the application). List of attachments (certificates/documents) Format of Attachments Where to contact in case of process related complains Details of the available fund (At various levels like District level, Block level etc.)</p>	<ul style="list-style-type: none"> • Execution of subsidy programme rests with the DAC&FW, Govt. of India and the respective State Department of Agriculture. • The DPD is not directly involved in allocation and release of funds. • The Audit of the CSS schemes is done at the level of Ministry i.e. Crops Division, DAC&FW, Ministry of Agriculture & Farmers Welfare, Govt. of India, Krishi Bhavan, New Delhi.
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XIX. Particulars of Recipients of concessions, permits or authorization granted by. Please provide the information as per the following format

<p>Name of the programme Type (Concession/Permits/Authorization) Objective Targets set (for the last year) Eligibility Criteria for the eligibility Pre-requisites Procedure to avail the benefits Time limit for the concession / permits/Authorizations Application Fee (Where applicable) Application format (where applicable) List of attachments (certificates/documents) Format of attachments</p>	<p>This is a crop development organization and deals with the technical / Technological transfer issues, coordination of scheme implementation etc.</p>
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XX. Please provide the details of the Norms/Standards set by the Department for execution of various activities/programmes.

Sl. No.	Item of work	Prescribed Norms
1.	Receipt of manuscript from author for publication	One month for consideration and approval
2.	Planning/processing of the proposal of book	Two weeks after approval of the manuscript
3.	Composing of book and designing of cover	6 to 8 weeks
4.	Checking of proofs/rechecking of final proofs	6 to 8 weeks
5.	Final Printings	Time limits after receipt of final approved proofs 6 to 8 weeks
6.	Payment of Bills	Within 60 days of receipts of bills subject to availability of funds
7.	Mailing of books	Within 15 days of receipt of order from the client and completion of other formalities.
8.	Subscribers of Journals/Employment News	Within 4 weeks form the receipt of subscriptions complete in all respects.
9.	Complaints & suggestions from readers	15 days
10.	Grievance redressal	Within 30 days of receipts of complaints.

XXI. Please provide the details of the information related to the various schemes which are available in the electronic format.

The CSS Crop Development Schemes run by DAC&FW, be accessed at DACs website - nfsm.gov.in

XXII. Means, methods or facilitation available to the public which are adopted by the department for dissemination of information.

IT / web based

XXIII. Frequency Asked Questions and their Answers.

IT / web based

XXIV. Related to seeking Information

IT / web based

visit website:

1. agricoop.nic.in
2. nfsm.gov.in
3. dpd.gov.in

XXV. With relation to training imparted to public by Public Authority.

Name of training programme with brief description Time period for Training Programme/Scheme Objective of training:	<ul style="list-style-type: none"> • Certain plan training are only
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Physical and financial targets (Last year) Eligibility for training Pre requisite for training (If any) Description of help (Mention the amount of financial help, if any) Procedure of giving help Contact Information for applying. Application fee (In case the application is made on plain paper please mention the details which the applicant has to provide) List of enclosures/documents Procedures of application Process followed in the Public Authority after the receipt of application Normal time taken for issuance of certificate Validity period of certificate (If applicable) Process of renewal (If any) Selection Procedure Time table of training programme (In case available) Process to inform the trainee about the training schedule Arrangement made by the Public Authority for creating public awareness about the training programme . List of Beneficiary of the training programme at various levels like district level, block level etc.	coordinated by the Directorate, when assigned. <ul style="list-style-type: none"> • No direct trainings are coordinated at this level.
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1.

Components With relation to training imparted to public by Public Authority. Name of training programme with brief description Time period for Training Programme/Scheme Objective of training Physical and financial targets (Last year) Eligibility for training Pre requisite for training (If any) Description of help (Mention the amount of financial help, if any) Procedure of giving help Contact Information for applying. Application fee (In case the application is made on plain paper please mention the details which the applicant has to provide) List of enclosures/documents Procedures of application Process followed in the Public Authority after the receipt of application Normal time taken for issuance of certificate Validity period of certificate (If applicable) Process of renewal (If any) Selection Procedure Time table of training programme (In case available) Process to inform the trainee about the training schedule Arrangement made by the Public Authority for creating public awareness about the training programme . List of Beneficiary of the training programme at various levels like district level, block level etc.	<ul style="list-style-type: none"> • Certain plan training are only coordinated by the Directorate, when assigned. • No direct trainings are coordinated at this level.
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2. Suo-motu disclosure under Section 4 of RTI Act, 2005 – Implementation of instructions issued by DOP &T vide O.M. No. 1-6/2011-IR dated 15.04.2013.

1. Suo-motu disclosure of more items under Section 4

Visit – Website: - dpd.gov.in

1.1 Information related to Procurement :- Routine stationery / store items with the prescribed office expenses limit.

1.1.1 Name of the supplier of the goods/services being procured or works contracts entered:- Authorized dealers / agencies as per GFR , 2005.

Rate and total amount at which such procurements or works contract is to be done – As per General Financial Rule (GFR).

1.2 Public Private Partnership

1.2.1	}	
1.2.2	}	-N.A.-
1.2.3	}	

1.3 Transfer Policy and Transfer Orders: - As per directives of Admin. Division (CA-III) of DAC&FW.

1.4 RTI Applications

RTI Applications and Appeals received and their response –

- Received through DAC&FW u/s 6(3) during 2016-17: – **11 Nos.**
- Directly received (2016-17): - **Nil-**

1.5 CAG & PAC paras:- Nil

1.6 Citizens Charter:-

Citizen Charter and Result Frame Work Documents (RFD) – visit website:- dpd.gov.in

1.6.1 Result Framework Document of Directorate of Pulses Development, Bhopal
Inter se priorities among key objectives, success indicators and targets.

Objective	Actions	Success indicator	Unit	Weight %	Target/ Criteria Value				
					Excellent	Very good	Good	Fair	Poor
					100%	90%	80%	70%	60%
Crop coverage and Weather Watch Report	Collection / compilation/Analysis of state-wise pulses sowing data.	Every week	weekly	7	Wednesday	Thursday	-	-	-
	Collection / compilation/Analysis of sowing data/WWWR for all crops nodal states of Madhya Pradesh and Chhattisgarh	Every Wednesday	weekly	5	Wednesday	Thursday	-	-	-
	Compilation / submission of WWWR to the Crop Division Division, DAC&FW, Govt. of India.	weekly	Every Thursday	3	Thursday	Friday	-	-	-
Monitoring of implementation of National Food Security Mission – NFSM	Collection / Compilation of progress report of NFSM-Pulses state-wise	every Quarter	Quarterly	3	2 nd week	3 rd week	4 th week	5 th week	
	Compilation & Submission of All India Progress Report of NFSM-Pulses	3 rd week of every Quarter	Day of week	6	2 nd week	3 rd week	4 th week	5 th week	-
	Monitoring the implementation of NFSM (Pulses, Rice, Wheat, Coarse Cereal and Commercial crops) in Nodal states i.e. M.P. & CG by NLMT Teams	Seasonal visit 4 visit (2 Kharif & 2 Rabi)	Number	7	4	3	2	1	-

	Submission of NLMT Report/ Recommendation to the States/ Ministry and also follow up Action Taken Report	Kharif+Rabi	Days after the visit	3	15	20	25	30	35
	Field Visit /review the Progress of NFSM	Field Visits	Number	3	10	8	7	5	2
	Submission of Tour Report to the Ministry	Kharif + Rabi	Days after the visit	1	15	20	25	30	35
Monitoring of implementation of Bringing Green Revolution to Eastern India (BGREI)-RKVY	Monitoring the implementation of BGREI in CG by NLMT Team	Seasonal visit 1 visit (1 Kharif)	Number	2	1	-	-	-	-
	Submission of NLMT Report/ Recommendation to the States/ Ministry and also follow up Action Taken Report	Kharif	Days after the visit	1	15	20	25	30	35
Monitoring of implementation of Cluster Front Line Demonstration on Pulses / Front Line Demonstration on Rice, Wheat, Pulses & Coarse Cereals under National Food Security Mission – NFSM	Monitoring the implementation and review the progress of Cluster Front Line Demonstration-Pulses conducted by K.V.Ks / Front Line Demonstration on Rice, Wheat, Pulses & Coarse Cereals conducted by ICAR in Nodal states i.e. M.P. & CG	Seasonal field visits	Number	3	10	8	7	5	2
	Submission of Tour Report to the Ministry	Kharif+Rabi	Days after the visit	2	15	20	25	30	35

Monitoring of implementation Cluster Front Line Demonstration-Oilseeds under National Mission on Oilseeds & Oilpam Programme – NMOOP	Monitoring the implementation and review the progress of Cluster Front Line Demonstration-Oilseeds conducted by K.V.Ks in Nodal states i.e. M.P. & CG	Seasonal field visits	Number	2	4	3	2	1	-
	Submission of Tour Report to the Ministry	Kharif+Rabi	Days after the visit	1	15	20	25	30	35
Monitoring of implementation of Seed Hubs Project under National Food Security Mission – NFSM	Monitoring the implementation and review the progress of Seed Hubs Project conducted by University/ K.V.Ks in Nodal states i.e. M.P. & CG	Seasonal field visit	Number	2	8	6	4	2	-
	Submission of Tour Report to the Ministry	Kharif+Rabi	Days after the visit	1	15	20	25	30	35
Monitoring of implementation of Breeder Seed Programme under National Food Security Mission – NFSM	Monitoring the implementation and review the progress of Breeder Seed Programme conducted by University/ K.V.Ks in Nodal state i.e. M.P.	Seasonal field visit	Number	2	4	3	2	1	-
	Submission of Tour Report to the Ministry	Kharif+Rabi	Days after the visit	1	15	20	25	30	35
Monitoring of implementation Seed Minikit Programme on Pulses under National Food Security Mission – NFSM	Monitoring the implementation and review the progress of Seed Minikit Programme on Pulses (Arhar, Urd, Moong, Gram, Lentil) in Nodal states i.e. M.P. & CG	Seasonal field visit	Number	2	8	6	4	2	-
	Submission of Tour Report to the Ministry	Kharif+Rabi	Days after the visit	1	15	20	25	30	35

Monitoring of implementation of National Mission For Sustainable Agriculture (NMSA)	Monitoring the implementation and review the progress of NMSA in Nodal states i.e. M.P. & CG		Number	1	4	3	2	1	-
	Submission of Tour Report to the Ministry		Days after the visit	1	15	20	25	30	35
Monitoring of implementation of National Mission Agriculture Exten. Technology (NMAET)	Monitoring the implementation and review the progress of NMAET in Nodal states i.e. M.P. & CG		Number	1	4	3	2	1	-
	Submission of Tour Report to the Ministry		Days after the visit	1	15	20	25	30	35
Building up relevant records	Collection of Area, Production and yield of Pulses crops from all states/DES	Compilation of APY	Annual	3					
	Collection and compilation of varietal details from Research institutes	Compilation & updation	After notification	3					
Trend Analysis of area, production and productivity of pulses state-wise and district-wise	Trend analysis of area, production and productivity of pulses state-wise		Annual	4					
	Trend analysis of area, production and productivity for all crops of nodal states i.e. Madhya Pradesh and Chhattisgarh	Receipt of Information from nodal states for all crops.	Annual	2					
Assessment of crop damage due to flood or drought	Compile information and send to the Ministry	Receipt of information from states.	Occurrence of natural calamities	2					
Accompany with central team as per the direction of the Ministry	Damage caused by natural calamities	Assessment report	After the visit	2	100				

Organized the workshops/ trainings as per direction of the Ministry	Zonal workshops organized/ trainings for pulses growing farmers & FPOs etc.	Prepared the proceedings and submit to the Ministry	After the workshop	2	100				
Participation in meetings/Workshop /Seminar/ Conference across the country	To represent the Deptt. and make presentations (As and when organized)	Report submission to the Ministry	After the visit	2	100				
National Conference on kharif and Rabi campaign	As and when organized	Ensure participation Representing groups Report submission to the Ministry	After the meeting	2	100				
Member of various committees in the state of MP and Chhattisgarh	Attend meeting as and when convened	Providing advise/appraisal notes		1	100				
Participation in various meetings at DAC	As and when convened	Ensure participation and compliance	After the visit	2	100				
Participation in the Annual Group Meeting on Pigeon pea, Chickpea, MULLaRP & Arid legumes organized by ICAR	To represent DAC and present development aspects	Update information Important recommendations of the meeting are reported to the Ministry	Annual	2	100				
Parliament Question	Draft reply of various parliament questions, preparation and submission to the Ministry	Lok sabha and Rajya sabha received from the Ministry	In / During session	3	100				

Application on RTI	Reply as and when received from applicant and also from CPIO , Ministry of Agriculture	Timely reply	After receipt of application	3	100				
Administrative and Accounts matter	Act as H.O.D/D.D.O.	For disposal of admin. and financial matter	Whole year	3	100				
	Preparation of draft & Minutes for DPC	MACP Scheme	Within six month	1	100				
	Preparation of pension papers on superannuation	Pension	Before six month	1	100				
		TOTAL		100					

1.7 Discretionary and Non-discretionary grants:-

- No Plan Scheme
- All Non-Plan budget as per rule

1.8 Foreign Tours of Prime Minister & Minister:- NA

1.8.1 & 1.8.2 on Official Tours of Director/Head of the Department of this Directorate. The details are given as under:-

The official tour details (quarter wise) of Director/Head of the Department, Government of India, Directorate Of Pulses Development, Ministry of Agriculture, (Deptt. of Agriculture & Cooperation),Bhopal-462004 since 1st January, 2012:

1st January, 2012 to 31st December, 2012

Nature of Tour	Place Visited	Periods of tour	Number of people	Total cost of travel (In Rs.)
Domestic/Official	New Delhi	04/01/2012 to 06/01/2012	1	7,556
		02/04/2012 to 04/04/2012		
Domestic/Official	Chhattarpur, Damoh & Sagar	12/02/2012 to 15/02/2012	1	2,669
Domestic/Official	Rajgarh, Janjgir_Champa & Korba	26/02/2012 to 01/03/2012		
Domestic/Official	New Delhi	11/04/2012 to 13/04/2012	1	3,304
Domestic/Official	New Delhi	04/03/2012 to 07/03/2012	1	19,227
		10/05/2012 to 12/05/2012		
Domestic/Official	Raipur	01/06/2012 to 03/06/2012	1	2,054
Domestic/Official	New Delhi	13/07/2012 to 13/07/2012		
Domestic/Official	New Delhi	10/07/2012 to 12/07/2012	1	3,559
Domestic/Official	New Delhi	23/09/2012 to 26/09/2012	1	6,049
Domestic/Official	New Delhi	18/10/2012 to 19/10/2012	1	
TOTAL				44,418
1 st January, 2013 to 31 st March, 2013				
Domestic/Official	New Delhi	14/01/2013 to 17/01/2013	1	8,065
Domestic/Official	New Delhi	31/01/2013 to 04/02/2013	1	13,993
Domestic/Official	Katni, Satna & Rewa	24/02/2013 to 28/02/2013	1	1,789
	Durg, Kawardha & Rajnandgaon	05/03/2013 to 09/03/2013		
Domestic/Official	Delhi	19/03/2013 to 21/03/2013	1	2,028
Domestic/Official	Hoshangabad	23/03/2013 to 23/03/2013	1	84
TOTAL				25,959

1st April, 2013 to 30th June, 2013

Nature of Tour	Place Visited	Periods of tour	Number of people	Total cost of travel (In Rs.)
Domestic/Official	New Delhi	02/04/2013 to 04/04/2013	1	1,337
Domestic/Official	New Delhi	28/04/2013 to 30/04/2013	1	2,026
Domestic/Official	New Delhi	20/05/2013 to 22/05/2013	1	1,327
Domestic/Official	Raipur	20/06/2013 to 22/06/2013	1	1,067
TOTAL				5,757
1 st July, 2013 to 30 th September, 2013				
Domestic/Official	Jabalpur	23/08/2013 to 26/08/2012	1	2,129
Domestic/Official	New Delhi	11/09/2013 to 13/09/2013	1	2,222
Domestic/Official	Raipur	17/09/2013 to 19/09/2013	1	1,068
TOTAL				5,419
1 st October, 2013 to 31 st December, 2013				
Domestic/Official	Dewas, Raisen & Sehore	03/12/2013 to 04/12/2013	1	270
Domestic/Official	Indore & Ujjain	28/12/2013 to 30/12/2013	1	220
TOTAL				490
1 st January, 2014 to 30 th April, 2014				
Domestic/Official	New Delhi	26/01/2014 to 02/02/2014	1	6,886
Domestic/Official	Nagpur	11/02/2014 to 13/02/2014	1	4,982
Domestic/Official	Kanpur	18/03/2014 to 24/03/2014	1	2,114
Domestic/Official	Pune	28/03/2014 to 02/04/2014	1	3,145
TOTAL				17,127
1 st May, 2014 to 31 st August, 2014				
Domestic/Official	Raipur	08/05/2014 to 10/05/2014	1	3,000
Domestic/Official	Hoshangabad	27/05/2014 to 29/05/2014	1	203
Domestic/Official	Jaipur	28/08/2014 to 02/09/2014	1	3,887
TOTAL				7,090
1 st September, 2014 to 31 st December, 2014				
Domestic/Official	New Delhi, Kanpur & New Delhi	07/09/2014 to 19/09/2014	1	13,170
Domestic/Official	Raipur	23/09/2014 to 25/09/2014	1	4,194
Domestic/Official	Jabalpur	28/09/2014 to 02/10/2014	1	6,627
	Kabirdham, Raipur & Durg	12/10/2014 to 18/10/2014		
Domestic/Official	Kochin, Idduki & Thiruvananthapuram	12/11/2014 to 18/11/2014	1	28,988
Domestic/Official	Kanpur	05/12/2014 to 08/12/2014	1	3,192
Domestic/Official	Ujjain & Indore	28/12/2014 to 31/12/2014	1	1,950
TOTAL				58,121
1 st January, 2015 to 31 st March, 2015				
Domestic/Official	Raipur & Durg	23/02/2015 to 28/02/2012	1	6,589
TOTAL				6,590

1st April, 2015 to 30th June, 2015

Nature of Tour	Place Visited	Periods of tour	Number of people	Total cost of travel (In Rs.)
Domestic/Official	New Delhi	05/04/2015 to 09/04/2015	1	6,956
Domestic/Official	New Delhi & Ranchi	21/05/2015 to 24/05/2015	1	32,050
Domestic/Official	Raipur	07/06/2015 to 08/06/2015	1	25,384
TOTAL				64,390
1 st July, 2015 to 30 th September, 2015				
Domestic/Official	New Delhi	16/07/2015 to 17/07/2015	1	11,138
Domestic/Official	Rewa, Sidhi & Satna (M.P)	16/08/2015 to 21/08/2015	1	9,803
Domestic/Official	Indore	24/08/2015 to 26/08/2015	1	1,650
Domestic/Official	New Delhi & Ludhiana	30/08/2015 to 01/09/2015	1	14,983
TOTAL				37,574
1 st October, 2015 to 31 st December, 2015				
Domestic/Official	New Delhi	21/09/2015 to 24/09/2015	1	11,560
Domestic/Official	Indore & Raipur	28/10/2015 to 31/10/2015	1	15,092
Domestic/Official	Ichawar (Sehore)	08/10/2015 to 09/10/2015	1	6,506
Domestic/Official	New Delhi	17/11/2015 to 20/11/2015	1	10,882
Domestic/Official	Kanpur	27/11/2015 to 01/12/2015	1	4,366
TOTAL				48,406
1 st January, 2016 to 31 st March, 2016				
Domestic/Official	Ujjain & Rewa	18/12/2015 to 30/12/2015	1	10,750
Domestic/Official	Berasia & Sehore	15/01/2016 to 16/01/2016	1	1,350
	Sehore	23/01/2016	1	
Domestic/Official	Kanpur	07/02/2016 to 12/02/2016	1	5,883
Domestic/Official	Jabalpur	19/02/2016 to 21/02/2016	1	4,245
TOTAL				22,228
1 st April, 2016 to 30 th June, 2016				
Domestic/Official	Indore & Raipur	16/03/2016 to 18/03/2016	1	14,055
Domestic/Official	Sehore, Ashok Nagar & Shivpuri	23/02/2016 to 26/02/2016	1	15,318
	New Delhi	16/03/2016	1	
Domestic/Official	New Delhi	11/04/2016 to 13/04/2016	1	13,999
Domestic/Official	Jabalpur Gwalior & Morena	29/04/2016 to 01/05/2016	1	20,803
		09/05/2016 to 12/05/2016	1	
TOTAL				64,175

1st July, 2016 to 30th September, 2016

Nature of Tour	Place Visited	Periods of tour	Number of people	Total cost of travel (In Rs.)
Domestic/Official	Hoshangabad	24/05/2016 to 25/05/2016	1	900
Domestic/Official	Indore, Ratlam, Jhabua & Dewas (M.P)	06/09/2016 to 10/09/2016	1	3,580
TOTAL				4,480
1 st October, 2016 to 31 st December, 2016				
Domestic/Official	New Delhi Raipur, Bilaspur, Janjgir-Champa	17/09/2016 to 21/09/2016 26/09/2016 to 01/10/2016	1	11,902
Domestic/Official	New Delhi	25/10/2016 to 26/10/2016	1	15,287
Domestic/Official	Sehore Harda	11/11/2016 to 12/11/2016 17/11/2016 to 20/11/2016	1	7,205
Domestic/Official	New Delhi	20/12/2016 to 02/12/2016	1	31,479
TOTAL				65,873

2.0 Guidelines for digital publication of proactive disclosure under Section 4:

2.1] No such publications are carried out

2.2] e-governance directive under implementation

3.0 Guidelines for certain clauses of Section 4(1)(b) to make disclosure more effective

3.1 Functions and responsibilities of a public authority of this Directorate :

- i. To plan, Coordinate and monitor nodal commodity (crops) development programmes i.e. NFSM- Pulses at the National level and coordinating the efforts to formulate and implement Crop Development programme for other states/UTs and recommend measure to improve them;
- ii. To monitor CSS viz. National Food Security Mission (NFSM–Rice, Pulses, Wheat, Commercial Crops, Coarse Cereals) and Front Line Demonstration Programmes.
- iii. To monitor other CSS on Bringing Green Revolution for Eastern India (BGREI) programme under Rashtriya Krishi Vikas Yojana (RKVY) in Chhattisgarh state, and analyse progress report.
- iv. To monitor CSS on MM-I on oilseeds and MM III on Tree Borne Oilseeds (TBOs) in Madhya Pradesh and Chhattisgarh states, Mini Mission-II on Oilpalm in Chhattisgarh state under National Mission on Oilseeds and Oilpalm (NMOOP).
- v. To monitor Dry Land development activities, extension reforms (ATMA), mechanization etc. under NMSA, NMAE&T and RKVY interventions in the state of Madhya Pradesh and Chhattisgarh.

- vi. To act as Convenor/Team Leader, National Level Monitoring Team (NLMT) for Madhya Pradesh and Chhattisgarh under NFSM (Rice, Pulses, Wheat, Commercial Crops, Coarse Cereals) and Bringing Green Revolution in Eastern India (BGREI).
- vii. To liaise with the other Central Ministries ICAR institutes, SAUs, International Research Organizations, NGOs and other stake holders in the field of Agri. and allied sectors for better Research-Development interface. Also represent Department of Agriculture and Cooperation on their Committee/ events with a view to have direct interface for onward benefits to formulate farmer friendly schemes at national level with a unified approach for the overall development of agriculture sector as a whole;
- viii. To have closer interaction/coordination with the Project Directorates/Institutes/SAUs/KVKs and other Research Centres of the ICAR and represent.
- ix. Built data base and maintain the flow of information and ideas between research and development.
- x. To participate in the State Level Crop Training Programmes; Developing leaflets/ Literatures on training manuals;
- xi. To provide crop specific advisories technical inputs to extension agencies and to Extension Division of the Ministry of Agriculture for skill development, national policies and for the Plan year.
- xii. To represent the Varietal Identification Committee (VIC) on pulses and evaluate the performance of the newly evolved/ released pulses varieties;
- xiii. To study and analyze trends in weather, crop area, production and productivity.
- xiv. Preparing weekly weather and crop prospect reports in respect of kharif and Rabi pulses in all states and all crops in nodal states for review at the national level i.e. to Department of Agriculture and Cooperation.
- xv. Build up state wise & district wise area, production & productivity data on Pulses;
- xvi. To assist Department of Agriculture and Cooperation in fixing targets of production and suggest measures to achieve them;
- xvii. To help states in formulation of specific contingent plan;
- xviii. To represent Central team in the event of natural disaster;
- xix. To co-ordinate in programmatic review of all Centrally Sponsored/ Central Sector Schemes in agriculture (RKVY, NFSM, NMOOP etc.) special package (eg. Bundelkhand Package).
- xx. To organise and coordinate Seminar/Workshop/Conference /Review Meetings at state and national level.

3.2 Nil

3.3 Guidelines for section 4 (1) (b) (iii)- “The procedure followed in the decision-making processes including channels of supervision and accountability”.

3.3.1 Nil

3.4 Guidelines for section 4(1) (b) (iv)- “The norms set by it for the discharge of its functions”.

3.4.1 & 3.4.2 - Pertains to the Ministry.

3.4.3 – As per Rules & Regulations framed by the Govt. of India.

3.5 Guidelines for section 4 (1) (b) (xi) – “The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made”.

3.5.1. Pertains to the Ministry.

3.6 Guidelines for section 4 (1) (b) (xiv) – details in respect of information, available to or held by it, reduced in an electronic form.

3.6.1 & 3.6.2 Not applicable.

4.0 Compliance with provisions of Suo- moto (proactive) disclosure under the RTI Act.

4.1 The information has been uploaded on our website:- dpd.gov.in

5.0 Nodal Officer

5.1 Pertains to the Ministry.

6.0 Annual Reports to Parliament/Legislatures

6.1 This does not relate to this Directorate.
