

**OPERATIONAL GUIDELINE
FOR
IMPLEMENTATION
OF
JUTE MINI MISSION-II
(JUTE TECHNOLOGY MISSION)
2008-09**

**DIRECTORATE OF AGRICULTURE & FOOD PRODUCTION, ORISSA ,
BHUBANESWAR.**

OPERATIONAL GUIDELINES FOR MINI MISSION OF JUTE TECHNOLOGY MISSION 2008-09

1. SEED/ PLANTING MATERIAL

A. Distribution of certified jute seeds / quality seeds of Mesta .

- The assistance to the extent of 50% of the cost limited to Rs.2000/- per quintal will be available to the farmers on distribution of certified jute and Mesta varieties which are not older than 15 years .
- Seed will be supplied to sale centers by 15 th of April 2008
- ADA (Input) will monitor the seed supply
- DDA will prepare V.A.W.s /J.A.O.s /A.A.O.s wise target for sale of adequate quantity of seeds before sowing time.
- Bill will be submitted by concerned DDAs by 31st of July 2008 for necessary adjustment of subsidy at Directorate level.

B. Distribution of Seed Minikits

- Jute Seed minikits of 1 kg size and Mesta minikits of size 2kg (for 0.1 hectare) will be supplied to concerned DDA(Ranges) of the Districts.
- DAOs concerned will receive the minikits from DDA(Ranges) by 15th April 2008
- A list of beneficiaries for distribution of seed minikits will be maintained with the JAOs /AAOs and the same will be submitted to DAO. DAOs in turn will communicate the beneficiaries to JPO, BBSR both in hard and soft copies.
- Maximum cost of a seed minikit is Rs. 60/-

2. IMPLEMENTS

Distrubution of Sprayer

- Manual or power operated sprayer will be distributed to the farmers @ 50% sub subsidy limited to Rs.700/- for P.P. measures and foliar spray of Urea.
- DAOs concerned will place indent with OAIC/OCMF/ Other authorized agencies
- DAOs concerned will procure the sprayers on approved price of government
- Funds will be placed with DAOs concerned

3. TECHNOLOGY DEMONSSTRATION

A. Production Technology Demonstration on Jute / Mesta .

- The demonstration will be organized in a concentrated area, particular in form of cluster of 2 ha. size covering a group of farmers or single farmers.
- The demonstration should be conducted with proven technology including varieties, diseases and pest control, nutrient management, water management etc. in the farmer's field.
- In each demonstration, emphasis should be given on line sowing..
- Assistance limited to Rs.3000/- per ha. will be provided to meet the cost of the inputs such as seeds, Manures / Fertilizers , Pesticides , Irrigation, arrangement for line sowing etc,
- The demonstration site should be preferable on the roadside.
- A display board/hoarding not exceeding Rs300/- should be placed for identification of the demonstration site.
- Field day with a group of farmers will be organized at the demonstration site after harvest of the crops. Rs 300/- will be spent for the purpose

- A record on demonstration site, list of farmers and other biometric observation have to be maintained by JAOs/AAOs.
- After harvest the result sheet should be submitted to JPO (O), Bhubaneswar.
- Cost structure:

Sl No	Inputs	Jute		Mesta	
		Qty	Cost(Rs)	Qty	Cost(Rs)
1	Seed	6 Kg	348.00	15 Kg	424.00
2	Fertilizer				
	DAP	42.5 Kg	413.10	32	311.00
	Urea	72 kg	361.00	50	251.00
	MOP	32.5 Kg	150.40	25	116.00
3	a. Herbicide (Quizalofop ethyl 5% EC)	1 Lit	1400.00	1 Lit	1400.00
	b. PP Chemicals(Endosulfan)			1Lit	
4	Misc. expenses (need based PP & other expenses)		327.50		274.00
	Total		3000.00		3000.00

- There is flexibility for adjustment of amount of inter componental allocation depending upon the location specific situation within the overall limit of the assistance for the programme.

B. Retting Technology Demonstration on Jute/Mesta

- Assistance to the tune of Rs.2000/- per demonstration of 0.1 Hectare will be provided for the cost the ribboner, excavaton of the small kutchcha retting tank (if necessary), procurement of bamboos, operation cost like cost of labour & contingency.

Cost structure

Sl No	Item	Amount(Rs)
1	Cost of Ribboner	1100.00
2	Excavation of kutchcha retting tank operational cost etc.	900.00
	Total	2000.00

- There is flexibility to adjust inter componental allocation to adjust the amount depending upon the location specific situation within the overall limit of the assistance for the programme.
- The necessary funds will be placed with the concerned DAOs.
- One DJD-BENAGRI ribboner or such other ribboner may be procured out of the fund provided under the demonstration cost.
- All the Biometrical observation & ancillary data should be recorded for each demonstration and to be sent to the JPO(O),BBSR

4. ESSENTIAL NUTRIENT MINIKITS FOR JUTE & MESTA

- To boost the productivity of crop, assistance of Rs.200/- per minikits will be provided to small and marginal farmers for purchase of essential nutrients.
- Essential nutrients like N, P and K in shape of minikits for 0.20 ha is to be provided to small & marginal farmers.

- The JAOs/ AAOs of the blocks will prepare the list of small and marginal farmers and will submit the same to the DAOs. The DAOs will prepare the consolidated list as per the programme for E.N. minikit to be communicated later and will send the same to the JPO, BBSR.
- VAWs/JAOs/AAOs will select beneficiaries who have not avail any assistance from Production Technology Demonstration.

5. FOLIAR SPRAY

- Assistance of Rs 200.00 will be provided (for approximately 25 kg of urea) per hectare for foliar spray.
- VAWs/JAOs/AAOs will select beneficiaries for distribution of urea
- A list of beneficiaries with location, variety, date of sowing, harvesting, yield etc. will be maintained at field level
- Funds will be placed with DAOs
- Urea will be purchased from OAIC/OCMF/ Other agencies on government-approved price.

6. POST HARVEST OPERATION

A. Development of Retting Facility through Retting Scheme

DAOs with help of VAWs /JAOs /AAOs will select moribed canal/ beels/ breaches/ditches/depression/ tanks of selected blocks/ villages for the programme.

- Such areas will be excavated/re-excavated to create a large volume of retting facility.
- DAOs concerned with the help of Assistant Engineer will prepare the scheme and get it approve from Director, Agril. & Food Production, before implementation of the scheme.
- Funds will be placed with DAOs.
- A Beneficiary Committee for retting facility will be formed to look after and coordinate the retting of crops.
- There is provision of Rs5.00 Lakh for the said scheme.
- The Beneficiary Committee will fix service charges to be collected from farmers for utilization for future maintenance of the retting facility.
- In the off-season, the facility may be utilized for irrigation/fishy-culture under the controls of Beneficiary Committee.
- Details of the operations performed in the programme for retting and other activities will be maintained by the committee and the same is to be submitted to the JPO(O), Bhubaneswar.
- A hoarding /display board will be erected at site

B. Excavation of individual kutchra retting tank.

- The individual farmers will provide assistance limited to Rs2500.00 per tank under the programme for excavation/ construction of kutchra retting tank.
- VAWs/ JAOs/ AAOs will select the beneficiary out of the jute/ mesta growers
- The minimum size of the tank should be 10mtX10mtX2mt
- If the farmer is interested for bigger size , he will be allowed to do so but the assistance will be limited to Rs 2500.00
- The individual farmers has to be selected in advance and a list of beneficiaries along with the detailed particulars of the tank has to be maintained at block level.

C. Excavation of individual pucca retting tank.

- Assistance limited to Rs20000.00 per tank will be provided under the programme for excavation/ construction of pucca tank by the individual farmers.
- VAWs/JAOs/AAOS will select the beneficiary out of the jute/mesta growers
- The minimum size of the tank should be 10mtX10mtX2mt
- If the farmer is interested for bigger size , he will be allowed to do so but the assistance will be limited to Rs20000.00
- The individual farmer has to be selected in advance and a list of beneficiaries along with the detailed particulars of the tank has to be maintained at block level.

7. INTEGRATED PEST MANAGEMENT

- Assistance limited to Rs 15000.00 per programme will be provided to DAOs for organizing the IPM programme
- Each IPM will cover at least 20 hectare in a village under the crop.
- Each farmer will be given an IPM kit
- The DAOs in consultation with JAOs/AAOs will decide the block / GP/ Village and 20 numbers farmers for IPM demonstration.
- The farmers will be trained for 4 (four) days during the entire cropping season once in each month
- 5 (five) resource personnel may be selected by the DAO.
- A register will be maintained by the JAOs / AAOs which should be verified by the DAOs/DDAs at regular interval during their visit.
- Scientists from nearest KVK, RRTS, Specialists from the department will be invited to impart training as resource persons.
- Cost Structure of IPM Training

Sl No.	Item	Cost (Rs)
1	IPM Kit @ Rs 225/- for 20 farmers	4500.00
2	Teaching aids @ Rs 25/- for 20 farmers	500.00
3	Refreshments @ Rs 30/- per day per participant for 4 days for 25 Participants (20 farmers +5 resource persons)	3000.00
4	Supply of Bio agents (i) Trichogama -50000 eggs per release per hect for two release for 20 hectares	500.00
	(ii) Spray Beauveria	1500.00
5	Miscellaneous expenditure (i) field day	2000.00
	(ii) Conveyance of resource persons	2000.00
	(iii) Photograph, video show, slide show, documentation, banners & others	1000.00
	Total	15000.00

- The IPM kits should contain
 1. Aspiration mask
 2. Hand lens with steel frame (10 x)
 3. Thick paper (Envelop 10 nos)
 4. Plastic vials 25 nos. (1 inch dia with lid)
 5. Dissecting needle with plastic handle (2 nos)
 6. Cello Tape (1.5cm x 9m)
 7. Chart paper (75cm x 55 cm)_ 5 nos.
 8. Sketch pen (Blue or red)
 9. Rubber band 20 nos. 2,5 cm dia)

10. Forecepe 1 no steel.
11. Scalpel steel
12. Cloth bag (jean cloth)
13. Sweep net

- There is flexibility for adjustment of amount of inter componental allocation depending upon the location specific situation within the overall limit of the assistance for the programme.

8.FARMERS TRAINING

- Farmers Training will be organized at block level to educate the farmers about the advanced technologies of crop production, harvesting, extraction etc to increase the productivity and quality of fibre. The farmers training will be of one-day duration with 50 farmers.
- The money will be placed with the concerned DAOs.
- The date of the commencement of training will be decided by the DAOs in consultation with JAOs/ AAOs and will be intimated to the JPO(O), BBSR in advance.
- The course curriculum will be finalized by the DAOs in consultation with the SMSs of the district.
- Cost structure

Sl.No	Item	Cost in Rs
1	Refreshment of 50 farmers @Rs30/- per farmer	1500.00
2	Conveyance allowance of 50 farmers @ Rs20/- per farmer	1000.00
3	Honorarium to 2 resource personnel @ Rs200/-	400.00
4	Training material (Pen, pad, chalk, marker pen etc.) @Rs20/- for 50 farmers	1000.00
5	Contingencies for POL, banner, photograph and other arrangements.	1100.00
	Total	5000.00

9. EXPOSURE VISIT OUTSIDE STATE:

- The Joint Director of Agriculture (information) will prepare a plan for exposure visit of farmers outside the State as per the DAO circle wise break up given below.
- Four groups (28 farmers and 2 guide officers per group) will be sent to different jute/ mesta growing states in the country.
- On receipt of the district wise target from the DA & FP Orissa, the concerned DDA, DAO will select farmers having cultivated land and engaged in jute/ mesta cultivation.
- The farmers so selected for exposure visit should be a progressive farmer and willing to make the visit as per plan drawn up by the DDA.
- Each of the farmers selected should be in the age group of 18 to 50 years.
- Each farmer has to pay Rs.50/- only as application fee, for the application to be submitted in the enclosed format- Annexure-1 (b).The amount so collected will be deposited into the treasury as miscellaneous receipt in favour of D.A & F.P(O).
- Selected farmer will have to deposit Rs.200/- (Rupees two hundred only) towards caution money at the time of submission of the application form. If the selected farmer fails to accompany the farmers group for the exposure visit, the caution money will be forfeited to Government.
- The caution money should be deposited with the concerned DAO. The caution money should be returned to the farmer on completion of the journey, on proper receipt.
- The JAO/AAO/ADAO/DAO should see that the application form (format enclosed) is duly filled up in separate sheet.

- The application, complete in all respects, must reach the DDA for necessary approval 15 days prior to the visit and the DDA should communicate his approval within five days of receipt of the same.
- The farmers are required to be well informed about their visit programme, and provision of funds under the programme.
- The DAO will be held responsible if the target is not achieved.
- There shall be two guide officers with each group of 28 farmers. The DDA will select one of the guide officers. The Director of Agriculture shall nominate the second guide officer. The D.A & F.P (O) will send proposal to Agriculture Department for sanction of journey of two guide officers for exposure visit to outside state. While sending above proposal, details of proposed programme along with places of visit to be intimated to Agriculture Department.
- Each farmer as well as Guide Officer will be given Rs.100 per day as daily allowance.
- An amount of Rs.300/- will be admissible for to and fro bus fare of each farmer/guide officer, subject to actual, from his place of residence to the dispersal center and back. If the farmer/guide officer does not produce bus tickets, the actual should be calculated at the current bus fare rates/km and certified by the JAO/AAO concerned and countersigned by the DAO/ADAO. Rest of the money should be used for the exposure visit. Any left over should be promptly surrendered.
- The farmers on arrival at the dispersal center should be given an orientation explaining the purpose of visit, places of visit and the discipline to be followed during the entire journey. They should also be told to observe the different cropping systems followed in the visiting state and give us a feed back as to adaptability of technology followed in such areas on his return to the dispersal center.
- The dispersal center for all exposure visits shall be the Minor Irrigation & Water Use, Bhubaneswar, unless otherwise specifically permitted by the Director of Agriculture. However, all teams must return back to the M I & W U, Bhubaneswar, on completion of the journey from where they will be dispersed to their home villages. On arrival at M I & W U, the Agronomist, M I & W U, along with his staff and the guide officer nominated by the Director of Agriculture shall obtain a feed back from the participating farmers on their experience in the visiting State and any new technologies that has attracted them, which can be adopted in the state.
- The guide officers should submit a Technical report on completion of the journey, within 10 days from such completion of journey to JDA (Information).
- JDA (Information) will compile the technical reports received from guide officers and submit the same JDA (SP & C) in booklet form.
- The farmers selected shall visit such of the State/ areas as may be decided by the Director of Agriculture & Food Production, Orissa, during cropping seasons in the relevant states.
- **The farmers who have been selected for outside the state exposure visit in the past shall not be selected for a second time.**
- Cost structure

Sl No		
A	Bus Fare from village to dispersal center and back	Rs. 300/-
B	To and fro train fare per farmers	Rs.1000/-
C	Daily allowance @ Rs. 100/- for 8 days	Rs. 800/-
D	Conveyance and accommodation in the visiting state	Rs. 800/-
E	Local conveyance, medicines, arrangement and miscellaneous.	Rs. 100/-
	Total	Rs.3000.00

- The daily allowance of Rs.100/- admissible to the farmer cannot be changed under any circumstances. However, inter-change of item-wise breakup other than DA can be made as per the need not exceeding the total provision for other items taken together. In such an event the Guide Officer(s) should certify for such deviation on such interchange subject to limitation on the body of the voucher. Any unspent amount should be refunded by immediately.
- The funds will be placed with the JDA (Information) who will be the nodal officer and co-ordinate this programme.

- The guide officers shall not claim any TA and DA for conducting this programme but they will produce the tour diary promptly soon after the completion of journey.
- There will be no repetition of guide officer during this programme. Different guide officer will be selected for different groups.
- An identity card showing photograph will be supplied to each farmer as well as to guide officers duly signed by the JDA (Information) before the journey.

Participation in the Exposure visit outside the State during 2008-09

1. Name and address of the farmer (Name in Capital letters)
2. Village
3. Post
4. PS
5. Block
6. District.
7. Date of Birth/ Age
8. Father's Name
9. Whether SC/ST/Gen.
10. Total area of cultivable land
11. Owned by the farmer.
12. Total area under the crop(s)
Cultivated by the farmer.
13. Area under cultivation (in ha)

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- Strike out whichever not applicable.
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DECLARATION

1. Certified that the information furnished above is true to the best of my knowledge and belief.
2. I undertake to abide by the terms and conditions prescribed by the Agriculture Department as well as the instructions of the guide officers during the whole period of visit.
3. Certified that I am medically fit to undertake the journey and free from any known chronic ailments/ I shall carry the required prescriptions/ medicines as may be required for any ailment I suffer from during the entire period of journey and I am personally responsible for the same.
4. I further undertake to bear additional expenses, if any, over and above the Government assistance provided to me as per norms.
5. I have not undertaken any journey outside the state under the Exposure visit/ farmers exchange programme/ any other programme sponsored by the Agriculture Department in the past.

FOR OFFICIAL USE ONLY:

CERTIFICATE

(To be given by AAO/JAO)

I, Shri.....have inspected the cultivable area/ land owned by the farmer and to the best of my knowledge and belief the farmer is engaged in cultivation of the crop mentioned in the application form

Signature
Name

Seal & Designation.

Countersigning remarks by DAO/ADAO

Signature of the DAO/ADAO
(Seal)

APPROVED

Deputy Director of Agriculture (seal)

- DAO Circle wise programme for Farmers Exposure Visit Outside State:
For the year 2008-09.

Sl.no	Revenue Districts	DAO Circle	No of farmers
1	Balasore	Balasore	6
2	Bhadrak	Bhadrak	4
3	Cuttack	Cuttack	10
4	Jajpur	Jajpur	10
5	Kendrapada	Kendrapada	8
6	Jagatsinghpur	Jagatsinghpur	4
7	Keonjhar	Anandapur	8
8		Champua	4
9	Ganjam	Aska	5
10	Gajapati	P.Khemundi	4
11	Bargargh	Bargargh	5
12	Sambalpur	Sambalpur	5
13	Angul	Angul	5
14	Koraput	Koraput	5
15	Nawarangpur	Nawarangpur	5
16	Bolangir	Bolangir	6
17	kalahandi	Bhawanipatana	6
17	Mayurbhanj	Rairangpur	4
18	Nayagarh	Nayagarh	4
19	Sundergarh	Sundergarh	4
Total			112

10. FARMERS FIELD SCHOOL ON JUTE:

- Sixty nos of Farmer's field schools will be taken up to impart training on package of practices of Jute/ Mesta from seed to seed. The details of the programme along with the Go-ahead will be communicated later on.
- The Village where FFS was conducted last year should not be repeated..
- Soil analysis report NPK use (Kg/ha), yield rate, availability of irrigation for Jute in selected GP / Village should be collected and should be submitted to the JPO.
- In each Farmer's field school, trainee farmers will be trained five times during the entire cropping season, starting from land preparation to post harvest Starting from 1st week of May.

- The schedule of Training will be of one-day duration, covering the following aspects of Jute/ Mesta production as given below. The location specific training module will be prepared by the SMS of the O/O-DDAs /DAOs in consultation with scientist of KVK/RRTTS located in that region.

Time of Training	Duration	Subject to be dealt
1st week of May	1 day	Soil testing, Land preparation and variety selection, Seed treatment, line sowing.
1st Fortnight of June	1 day	INM & IPM, Water management.
September to October	3 days	Harvesting, Retting, Extraction & Grading.

- In case, any farmer does not attend the training on a particular day due to any reason, an adult member of his family may be allowed to attend the training programme. The officer in-charge of the school will enter his name in the register separately by showing sufficient reason.
- The DAOs/ADAOs will select the Officer-in-charge of FFS and resource personnel from department/ KVK/ RRTTS for organization of each farmers field school and issue an Office order notifying all concerned well in advance, keeping the Directorate informed. This should be communicated to the concerned Officers latest by 7th May 2008.
- The actual dates of commencement of the School, in each schedule as mentioned above, should be notified well in advance and communicated to all concerned with a copy to the JPO(O), BBSR at least 7 days before the actual date of commencement of the school.
- One display board should be put up at the FFS site or prominent place (Roadside) for information of the participating farmers and general public.
- Refreshment at a cost not exceeding Rs.35/- per farmer per day should be arranged for all the five schedules of the school at the school site. Besides, allowances@ Rs 50/-per farmer per each field school day shall be paid for each day of attendance.
- The entire amount (Rs 500/-) meant for each school for preparation of training material/ literature should be placed with the Joint Director of Agriculture (Information), who will print and supply the material.
- The JDA (Information) shall ensure that the training materials are printed and supplied to the DDAs / DAOs timely well before the training schedule.
- In order to impart practical training on package of practices, one demonstration plot with control plot will be laid beside the FFS site in the field of one selected farmers out of trainee farmers of the school. All critical inputs including seed, seed treating chemicals, bio-fertilisers & chemical fertilizer and bio-pesticides etc will be supplied for the demonstration. All biometric observations are maintained in a register by the officer in-charge of the school. The selection of the farmer should be completed by 7th of May 2008. The total expenditure on demonstration is limited to Rs.1,000/-. The Officer in charge of the school should supervise the demonstration plot and he may take the help of the VAWs/ JAOs/AAOs of the concerned area for day-to-day supervision. All observations recorded about the demonstration plot should be discussed in the school, besides taking up the lessons as per the course module being sent to them.
- The cost of inputs over and above the approved cost will be borne by the farmer on the field of whom demonstration is conducted.
- The demonstration on various implements/ farm machinery can be taken up in these demonstration plots. The demonstration of the implements should be done on the day of the school. Concerned AAEs will contact DAOs concerned about implement demonstration. The expenditure will be met from the head of miscellaneous contingencies.

- To make the training programme more effective, training aids like white board, marker pen, transparencies, slides, CDS on package of practices, live/model specimen etc. must be arranged by the Officer- in-charge.
- During the training the trainee farmers shall be asked to give a crop situation report of the GP. At the end of the training date evaluation of participating farmers shall be done along with a final evaluation at the end of the programme.
- Consolidated Impact Analysis Report (DAO wise) should be prepared and furnished by Agronomist/WMS/PPO of concerned Agril. District to JPO(O), BBSR by 15th December 2008 positively in a booklet form. The result sheet of the demonstration plot should be sent to JPO(O), BBSR within a week after harvest in prescribed format supplied earlier.
- Cost structure of FFS

Sl No	Item	Cost in Rs
1	Teaching aids	750.00
2	Refreshment @ Rs 35/-for 50 farmers /day for 5 days during the cropping season	8750.00
3	Allowances for the farmer @ Rs 50/- /farmer/ day	12500.00
4	Supply of literature	500.00
5	Miscellaneous contingencies	1000.00
6	Crop demonstration	1000.00
7	Display board	500.00
	Total	25000.00

- DAO Circle wise programme for FFS on Jute/ Mesta For the year 2008-09.

Sl.no	Revenue Districts	DAO Circle	No of farmers
1	Balasore	Balasore	6
2	Bhadrak	Bhadrak	4
3	Cuttack	Cuttack	8
4	Jajpur	Jajpur	8
5	Kendrapada	Kendrapada	8
6	Keonjhar	Anandapur	6
7		Champua	2
8	Ganjam	Aska	2
9	Dhenkanal	Dhenkanal	2
10	Bargargh	Bargargh	2
11	Sambalpur	Sambalpur	2
12	Angul	Angul	2
13	Bolangir	Bolangir	2
14	kalahandi	Bhawaniapatana	2
15	Mayurbhanj	Rairangpur	2
16	Sundergarh	Sundergarh	2
Total			60

11.Contingencies:

Rs. 2.80 Lakh will be provided to the DDO,s of MM-II of Jute Technology Mission to meet the expenses on POL for departmental vehicle/hired vehicle, telephone charges, electric charges, purchase/ repair of materials for computer and its peripherals , stationeries and other miscellaneous expenditure etc.