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Minutes of Meeting of the 3rd State Empowered Committee of Mission Mode Project on Agriculture under NeGP-A held in conference room of Assam Small Farmers Agri Business Consortium (ASFAC) on 20th January, 2012 at 11-00 a.m.

List of participants : As per list enclosed.

The 3rd meeting of the State Empowered Committee of Mission Mode Project on Agriculture under NeGP-A was held in the Conference Room of Assam Small Farmers Agri-Business Consortium on 20th January, 2012 under the chairmanship of Shri R.T.Jindal, IAS, Agriculture Production Commissioner & Principal Secretary, Agriculture Department, Assam.

The officers from all concerned departments, viz., Agriculture & Horticulture, AH & Veterinary, Fishery, Irrigation, Soil Conservation, NIC and SeMT attended the meeting.

At the outset the Chairman welcomed the participants and reviewed the progress made so far under the programme.

Minutes of the previous meeting as circulated already were confirmed.

With permission from the chair Dr. K. Borkakati, Director of Agriculture, Assam explained to the house about the action taken on various activities as mentioned below -

- a. Preparation of Organisational Chart / Organogram : Preparation of Organisational Charts / Organograms of all the concerned departments has been completed.
- b. Communication Plan : Communication Plan has been prepared. However, due to transfer of officers of Agriculture Department the communication has to be revised. The revised plan is prepared and submitted to Government.
- c. IT Hardware inventory, requirement etc. : IT Hardware inventory & requirement has been prepared and finalized at SNO level.
- d. Identification of Services & Prioritization :
 - a. The exercise of identification of Services, Prioritisation, Process Map & Process Reengineering of Cluster No. 1, 2, 3, 5, 7, 8, 9, 10 and 12 has been completed. A 2-day workshop on Identification of Services, Service Mapping, Service Prioritization & Reengineering was held at the Directorate of Agriculture, Assam on 19th & 20th October, 2011 where officers from all concerned departments and scientists from AAU and NIC participated.
 - b. Feedback on the Presentation on various service cluster given by NIC has been submitted to NIC.
- e. Site selection : Selection of sites at district level completed in all the districts. Out of 219 Blocks selection of sites in 135 Blocks completed.
- f. Information for Farmers Portal : Information for Farmers Portal submitted to GOI by e-mail on 2nd, 3rd & 5th February, 2011.
- g. Utilisation of already released grant : Out of already released grant of Rs. 100.00 lakh, 25.52 lakh utilised so far. Govt. had been moved for sanction of 10% State Share (Rs. 10.00 lakh).

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- h. Comments on RFP : The RFP received from NIC on 31st October, 2011. Comments on hardware specifications had been sent by NIC.
- i. Interaction with Outsourcing Agency :
 - a. Interaction on Cluster-1, Cluster-2 & Cluster-3 with Sahara Next was held from 21st December, 2011 to 6th January, 2012. All the information relating to these clusters were provided to the Outsourcing Agency.
 - b. Information on Cluster-8 were provided to Navayug during interaction on 12th January, 2012. The outsourcing agency had collected the required information on Cluster - 9, 10 & 12 from the department of Fisheries, AH & Veterinary & Irrigation. But, the agency could not collect any information on Cluster-11 (Drought Relief & Management).

It came up during discussion that out of 27 districts in the State, 23 districts had been included in NeGP-A, leaving out 4nos. of newly created districts viz., Kamrup (Metro), Chirang, Baksa & Udalguri. The Chairman advised the Director of Agriculture, Assam to take up the matter with Govt. of India immediately.

The Chairman also asked the Director of Agriculture, Assam to direct the District Agricultural Officers to constitute the District Level Committees immediately in consultation with the Deputy Commissioners.

Regarding information on Cluster-11, the Chairman advised the participating departments to provide the required information to the Outsourcing Agency.

The Chairman enquired about the progress of preparation of Software Requirement Specification (SRS) from the Scientists of NIC present in the meeting. Responding to the query, the Technical Director, NIC informed the house that the requirement had been finalized and some progress had been made in preparation of SRS.

Technical Director, NIC informed the house that NIC had planned to hold a one-day workshop on NeGP-A in Guwahati in the month of February, 2012. The Chairman suggested that the date of the proposed workshop should be fixed in consultation with State Government to avoid clash of date with important government programmes / schedules.

Detail discussion on various activities taken up under the programme was held and all the participants took active part in the discussion. Based on detailed discussion, the meeting had prioritized the following steps for immediate action -

- a. Selection of sites :
 - i. Selection of sites for remaining blocks is to be completed immediately. (Action : Chief Engineer, Department of Agriculture, Assam)
 - ii. Issue of single site at district and block level is to be resolved immediately so that the site can be prepared as per Gol's financial norms. (Action : State Nodal Officer & all departments covered under NeGP-A)



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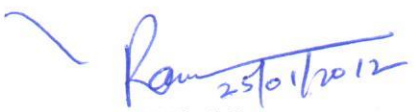
iii. Estimates for works at already selected sites to be submitted to the Director of Agriculture, Assam for taking necessary action for release of fund. (Action : All departments covered under NeGP-A)

b. Constitution of Project Management Team :

i. Project Management Team comprising of officers of departments covered under the project and a consultant needs to be constituted immediately. The consultant is to be hired as per norms of GoI. Norms to be collected from Department of IT, Assam. (Action : State Nodal Officer).

ii. As decided in the 1st meeting of State Empowered Committee immediate steps are to be taken for hiring of man power for state, district & block level sites as per GoI's norms. (Action : State Nodal Officer).

The meeting ended with vote of thanks from the chair.


(R.T.Jindal)

Chairman, State Empowered Committee &
Agriculture Production Commissioner & Principal Secretary, Agriculture, Assam
Dispur, Guwahati-6.