

GOVERNMENT OF HIMACHAL PRADESH

हिमाचल प्रदेश सरकार



DEPARTMENT OF AGRICULTURE

कृषि विभाग

YEAR (वर्ष): 20 - 20

CONFIDENTIAL REPORT OF GAZETTED OFFICER

CLASS-I

राजपत्रित अधिकारी का गुप्त प्रतिवेदन

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Department of Agriculture, Himachal Pradesh.

कृषि विभाग, हिमाचल प्रदेश

Report for the Year/ period fromto.....
प्रतिवेदन का वर्ष व समय

व्यक्तिगत आधार सामग्री
(To be filled by the concerned officer)
(सम्बन्धित अधिकारी द्वारा भरने के लिए)

1. Name of officer and present designation
अधिकारी का नाम तथा वर्तमान पद
2. Date of birth
जन्म तिथि
3. Date of continuous appointment to the present grade.
वर्तमान वेतन प्रकम में अखंड निरन्तर की तिथि
4. Present post and date of appointment thereof.
वर्तमान पद और नियुक्ति की तिथि
5. Periods of absence from duty on leave, training etc. during the year.
वर्ष में प्रशिक्षण छुट्टी आदि के लिये कार्यभार से अनुपस्थिति की अवधि
6. Training received during the reporting year/ period, indicating the course attended, duration of the course and institution where attended.
वर्ष अवधि में प्राप्त किये गए प्रशिक्षण, संस्थान अवधि सहित विवरण

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PART-II
भाग - II

(Attach separate sheet of targets and achievements as per activities indicated below relevant to the respective category)

1. ACHIEVEMENT OF TARGETS BLOCK-WISE AS PER KHARIF AND RABI PRODUCTION PROGRAMMES (FOR SMSs)

1. Area and production targets and likely achievements crop-wise based on crop cutting experiments and area sown under each crop.
2. Target and achievement with regard to distribution of HYV seeds and replacement rate achieved (crop-wise)
3. Target and achievement with respect to Soil Testing Programme, distribution of Implement, Machinery, Plant Protection Material.

2. FLAGSHIP PROGRAMME PT. DD KBSY- targets & achievements.

3. TRANSFER OF TECHNOLOGY

1. Training organized.
2. Demonstrations laid out.
3. Area diversified.
4. Projects identified to create water potential.
5. Vermi compost units established.
6. Soil Health Cards issued to the farmers.
7. Crop cutting experiments conducted.
8. Improvement in productivity of crops achieved through crop demonstrations.
9. Innovative technologies introduced i.e. INM, IPM & organic farming.
10. Total production of vermi compost/ organic manure in the area of operation of extension functionary.
11. Number of farmers motivated in villages who changed from traditional system of agriculture to commercial type of farming.

4. SEED FARMS

1. Area got registered for production of seed during the year (Crop-wise).
2. Production of different seeds during the year.
3. Total demand and supply of seed during the year.
4. Production of foundation seed Developmental farms against the breeder seed sown at the farms.

5. SOIL TESTING

1. Soil Testing Campaign launched in Distt. /Block and outcome of campaign.
2. No. of samples received, analyzed for major and micro nutrients & deficiency status of nutrients.
3. Recommendations issued crop-wise/ area-wise on prescribed Soil Health Cards.
4. Overall fertility status of district and general trend over the years based on PH, Soil texture and available contents of major nutrients i.e. N,P,K

6. SOIL CONSERVATION :

1. Micro irrigation units set up and area irrigated.
2. New farmers motivated.
3. Soil conservation scheme identified.
4. Nos of estimates/ DPRs prepared.
5. Extension activities taken up to diversify cropping pattern irrigated area.
6. Achievement under RIDF.
7. Project identified prepared for creation of water potential.
8. Lift/ gravity irrigations schemes/ prepared in area where water potential is available/ already created through water harvesting.

7. SMSs/ADOs /WORKING AS PERT.SEED, INSECTICIDES INSPECTORS

- a. No. of dealers fert./seeds/insecticides having valid licences.
- b. No. of samples drawn.
- c. No. of samples found sub standard.
- d. Total sale of seeds/fert./insecticides by each dealer.

Deputy Directors of Agriculture/ DAO

1. Targets & achievements of Area , production and productivity of different crops grown during the year. Specify increase in productivity of major crops during the year.
2. No. of crop cutting experiments planned & conducted.
3. Area diversified during the year from traditional crops to vegetables & number of farmers motivated for vegetables production.
4. Innovative activities taken-up in the District.
5. Number, of office inspections conducted during the year and what are the major deficiencies observed.
6. Number, of field tours undertaken during the year, give outcome in 4-5 lines.
7. Progress achieved under CSS schemes, initiatives taken through implementation of Kisan Bagwan Smridhi Yojna , RKVY, extension reforms, organic farming, NFSM.
8. Number, of success stories generated and documented during the year.
9. Pending advances as on 1st day of next financial year & reasons thereof.
10. Targets & achievements of Mukhya Mantri Adarsh Krishi Gram Yojna.

Sub-Divisional Soil Conservation Officers:

1. Physicals and financial achievements against target under different scheme during the year.
2. Selection of projects under RKVY and their execution.
3. Achievement under KBSY Part-II with targets.
4. Number of schemes on which site inspection was done during the year.
5. Schemes execution status for which funds provided by Deputy Commissioner under different schemes during the year.
6. Any outstanding work done during the year.
7. Progress under MNREGA-Schemes executed & funds sanctioned.

Soil Testing Officers:

1. Physical and financial achievements against target during the year.
2. Soil Development collected, analyzed and soil health cards distributed during the year.
3. Number, of training camps participated during the year and number of farmers persuaded for adoption of recommended practices.
4. Status of lab. Equipments and other material required for analysis of samples.
5. Follow up done in the field to assess adoption of soil samples recommendations and their outcome.
6. No. of samples analyzed under "Service Guarantee Act".

Regional Potato Development officers:

1. Physical and financial achievements against target during the year.
2. Potato Development Stations falling under jurisdiction, production, productivity level and efforts made to bring farms under profit.
3. Spot inspections done to Departmental potato farms and farmers field and their outcome.
4. Recommendations given for cultivation of specific varieties in particular valley and efforts made for introduction of new varieties suitable to local conditions.
5. Number, of farmers persuaded for adoption of recommended practices for the cultivation of potato crop and their results/ outcome.
6. Any outstanding work done during the year for boosting up the production of potato crop.

Principal, FTC/Director, SAMETI, Mashobra:

1. Implementation of annual training plan. Give detail of different training programmes organized at campus for different level officers, number of officers participated, areas suggested for new innovation, Seminar/Workshops organized during the year. Participation in training organized outside the state for skill up-gradation under different disciplines.
2. Off campus training organized.

Assistant Soil Survey Officer

1. Physical and financial achievements against the targets fixed during the year.
2. Number of soil Surveys conducted in the different Districts for selection of sites under different schemes.
3. New initiatives taken for brining efficiency in the conducting of survey
4. Brief outstanding work done during the year.

Part – III**भाग-3**

Remarks of Deputy Commissioner [s]/ Chairman Panchayat Samiti [wherever applicable]
उप-आयुक्त/ अध्यक्ष, पंचायत समिति की अभियुक्ति (जहां भी लागू हो)

- (I) The period of the stay of the Deputy Commissioner [s]/ Chairman Panchayat Samiti in the District/ Block for which the remarks pertain
उप-आयुक्त/ अध्यक्ष, पंचायत समिति की नियुक्ति की अवधि
- (II) Reputation for honesty
ईमानदारी के सम्बन्ध
- (III) Dealing with public
जन-साधारण से व्यवहार
- (IV) Co-operation and co-ordination in implementation of policies and programmes
राष्ट्रीय नीतियों और कार्यक्रमों के परिपालन में सहयोग
- (V) General Remarks
आम टिप्पणियां

Signature of Deputy Commissioner [s]/ Chairman Panchayat Samiti
उप-आयुक्त/ अध्यक्ष, पंचायत समिति

PART – IV

भाग-4

Assessment by the Reporting Officer
प्रतिवेदिक अधिकारी द्वारा निर्धारण

1. Do you agree with the resume of work indicated by the officer and remarks given by the officer Incharge and in particular regarding in achievement if any mentioned by the officer. If not indicate the reasons for disagreeing with it of the extent of your disagreement
क्या आप प्रतिवेदिक अधिकारी द्वारा दिये गये संक्षिप्त विवरण से और प्रभारी अधिकारी के द्वारा की गई विशेष टिप्पणी/ अभियुक्ति से सहमत है। यदि नहीं तो सहमति का विवरण कारण सहित।
2. State of Health
स्वास्थ्य
3. Professional knowledge and skill
व्यावसायिक ज्ञान और दक्षता
4. Knowledge of office procedure, rules and regulations
कार्यालय प्रतिक्रिया, नियम और विनियम का ज्ञान
5. Touring
पर्यटन
6. Whether daily diary being maintained and all data of the area available with officers Co-ordination, relationship with colleagues and public
समन्वय, सहकर्मियों और जनसाधारण से सम्बन्ध
7. Amenability of discipline
अनुशासन-आयतदा
8. Management, supervision and punctuality
प्रबन्धीय, पर्यवेक्षण एवम् समय निष्ठता
9. Readiness to accept responsibility
उत्तरदायित्व को स्वीकार करने में तत्परता
10. Application of Technical knowledge in field and practical approach
तकनीकी ज्ञान के क्षेत्र में प्रयोग एवम् व्यवहारिक कार्य विधि
11. Initiative and promptness in taking decisions and execution of work
निर्णय लेने और कार्य निष्पादन में सत्वरता और प्ररुचि

12. Capacity to produce results
परिणाम प्राप्त करने की क्षमता
13. General assessment, personality, character and temperament
व्यक्तित्व, चरित्र और स्वभाव का सामान्य निर्धारण
14. Whether meetings of G.P./B.D.C./Zila Parishad are being attended regularly or not. If not reason thereof
15. Over all assessment.
समस्त निर्धारण
16. Assessment of integrity (in anything adverse has come to your notice, please specify it also).
शील निष्ठता का निर्धारण (यदि आपके ध्यान में कोई प्रतिकूल वस्तु आई हो तो उसे भी निर्दिष्ट करें)
17. Attitude of the officer towards Scheduled Caste and Scheduled Tribes.
अधिकारी का अनुसूचित जातियों तथा जन-जातियों की ओर व्यवहार
18. Sensitivity to Social Justice.
सामाजिक न्याय के प्रति संवेदनशीलता
19. Ability to take quick and effective action to prevent and quell atrocities and ensure justice to Scheduled Castes
अनुसूचित जन-जातियों के प्रति किये गए अवांछनीय व्यवहार को रोकने के लिये तुरन्त कार्यवाही तथा निर्णय लेने की क्षमता
20. Effectiveness in bringing about the development of Scheduled Castes/ Scheduled Tribes.
अनुसूचित जातियों/ जन-जातियों के विकास के लिये प्रभावशाली कार्यवाही की क्षमता

Signature of Reporting Officer with Seal
प्रतिवेदक अधिकारी के हस्ताक्षर मोहर सहित।

Remarks of the Reviewing Officer

पुनर्विलोकन करने वाले अधिकारी की अभियुक्ति

Signature of Reviewing Officer

पुनर्विलोकन करने वाले अधिकारी के हस्ताक्षर

Remarks of the Accepting Authority

स्वीकारी प्राधिकारी को अभियुक्ति

Signature of Accepting Authority

स्वीकारी प्राधिकारी के हस्ताक्षर