CIRCULAR

Sub: Implementation of registration of Farmers and issue of Krishi Cards.

The Government of Goa, has approved the registration of Farmers for issue of "Krishi Card" by outsourcing the process to M/s Goa Electronics Limited (GEL) with department of Agriculture as nodal department. The procedure was discussed during the monthly meeting held on 12/03/2013 and accordingly the following guidelines are hereby circulated for adoption by all concerned.

The programme of acceptance of registration forms will start from 20/03/2013 at all the Zonal Agriculture Offices of Directorate of Agriculture and Veterinary Offices of Directorate of Animal Husbandry & Veterinary Services.

An individual file for each farmer will have to be prepared, for each farmer registering as Agriculturist / Dairy Farmer or both.

The Zonal Agricultural Officers and Veterinary Officers are required to guide the farmers in filling the forms and obtain the required documentation enlisted in the form.
The farmer may be required to fill more than one form of land details, if property is spread in different talukas. The farmer whether dairy farmer or agriculturist shall be registered at any one point irrespective of land being located at different places under jurisdiction of various ZAO's/Veterinary Offices.

The farmer who is both dairy farmer and agriculturists can submit the form either at Zonal Agricultural Office or Veterinary Office. Wherever the farmer/dairy man ordinarily resides shall be the registering Zonal Agricultural Officer for this purpose.

The concern registering ZAO will verify agricultural details and forward the application upon receipt to the Animal Husbandry & Veterinary Services Department for purpose of verification of dairy details. The Veterinary Officer shall also accept the application of dairy farmer and forward to the concerned Zonal Agricultural Officer of Directorate of Agriculture after verification.

The verification of the farmers possessing agriculture land / dairy units in different talukas, the file will be referred by registering ZAO for verification to the concerned Zonal Agriculture Officer / Veterinary Officer having jurisdiction over the said area / dairy unit.

The Registering ZAO after verification of the application, will forward the same to the Director of Agriculture for approval. The Director of Agriculture shall designate an officer for verification who will finally recommend the registration and forward the approved file to the Zonal Agriculture Officer concerned.
On approval from the Director of Agriculture, the farmer will be informed by S.M.S and called for his biometric after his/her details are uploaded on the system by the registering ZAO.

The registering ZAO will upload the approved details on the system, forward to headquarter of Directorate of Agriculture where the card will be printed and sent to the ZAO for issue against confirmation with biometric details.

The list of documents required have been mentioned in the application form, however, ZAO's may suggest any other modalities that may make registration of farmers simpler and effective.

The equipments, computers and other peripheral required for the purpose of the registration shall be provided by the GEL alongwith data entry operators.

ZAO's are requested to extend assistance to the Engineers and other operators from GEL that would be deputed to their offices to set up new computer for which networking / UPS points are required to be provided with appropriate sitting arrangement. The ZAO shall ensure that all scanners are provided to them in working condition. Web camera shall be required for this purpose which the Zonal Agricultural officers may collect from head office.
All the hardware required for registration will be provided by M/s GEL which will be the property of ZAO, hence, bills towards hardware when received may be duly certified by entering the dead stock register and forwarded to headquarter.

Printed application forms are made available by the department, however they can also be downloaded from the departmental website www.agri.goa.gov.in under download.

Zonal Agricultural Officers are requested to put an all out effort for registration of farmers, as a result of which it is expected that other major software applications will be functional and there will be reduction of paperwork.

(Satish S. P. Tendulkar)
Director of Agriculture

To,
1) Zonal Agricultural Officer Tiswadi, Ponda, Mapusa, Dharbandora, Valpoi, Bicholim, Pernem, Margao, Sanguem, Quepem, Canacona.

Copy to:
1) To All Co-ordinators
   DDA(PP)/DDA(WS)/DDA(Agron)/DDA(Farms)/DDA(Hort)/ADA(P&E)/ADA(AE)/ADA(FT).
2) To All Mechanical Cultivation Officers Curchorem, Margao, Mapusa, Valpoi.
ANNEXURE-I

PROCESS FLOW OF KRISHI CARD REGISTRATION AND DISTRIBUTION

1. Farmer applies for Krishi card by filling up the form with necessary documents and submit the same to the Data Entry Operator of the Zonal Agricultural Office.

2. Data Entry Operator shall capture the image of the farmer on web camera and fingerprint on biometric scanner and inward the application in a special Krishi Card entry register and issue the counterfoil of the application with the inward number of the register. Data Entry Operator shall inward the file only after ensuring that all the documents required based on the check list placed at Annexure-I are submitted by the applicant.

3. Data Entry Operator shall forward the Krishi Card files to the respective Zonal Agricultural Officer on daily basis.

4. Zonal Agricultural Officer shall verify the applicant’s details and supporting documents with the help of staff. In case of missing/insufficient documentation.

5. The Zonal Agricultural Officers shall strive to seek the documents from the applicant proactively. In case of insufficient documentation Zonal Agricultural Officer shall send the file with remarks of insufficient documents to the Data Entry Operator and Data Entry Operator shall send an SMS to the farmer informing him to visit the Zonal Agricultural office for providing additional details.

6. The Zonal Agricultural Officers once satisfied with the documents submitted by the applicant shall approve the file on the checklist based on the recommendation of respective Assistant Agriculture Officer and send the file to Data Entry Operator for online entry of the said file.

7. On the entry of the farmers records into the software the software shall automatically send an SMS to the farmer with the acknowledgement number generated.
8. On entry of the applicants data into the software, Zonal Agricultural Officers login ID of the software shall receive the application that will need online approval of the ZAO. ZAO shall approve the type of Card to be assigned to the farmer. Once approved automatic SMS will be sent to the farmer that his Card has been approved and will be printed shortly.

9. The Headquarters will randomly screen the farmers application for a check.

10. Once the farmer is assigned card by the ZAO, the smart card printing section in Head Quarters will receive the approved status and shall print the cards accordingly. These cards that have been printed will be handed over to Zonal Agricultural Officer's office periodically.

11. The Zonal Agricultural Officers shall hand over the printed cards to the Data Entry Operator and the Data Entry Operator shall update the software accordingly. On up-dation an SMS shall be generated automatically and sent to the farmer to come and collect the Krishi Card.

12. Farmers will come to office and collect the card only on verification of his biometric details by offering his fingerprints. The farmer also shall sign acknowledgement of his krishi card on the Krishi Card issuance register.
<table>
<thead>
<tr>
<th>Sr No</th>
<th>Ownership type</th>
<th>Land Owned Category Type</th>
<th>Code</th>
<th>Card Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>SelfOwned</td>
<td>Applicants Name in Owners column in Form I &amp; XIV</td>
<td>1A</td>
<td>Green Card</td>
</tr>
<tr>
<td>2</td>
<td>SelfOwned</td>
<td>Sale Deed/gift deed mentioning name of applicant as purchaser and area and ownership</td>
<td>1B</td>
<td>Green Card</td>
</tr>
<tr>
<td>3</td>
<td>SelfOwned</td>
<td>Power of Attorney mentioning name of applicant</td>
<td>1C</td>
<td>Green Card</td>
</tr>
<tr>
<td>4</td>
<td>SelfOwned</td>
<td>via court proceedings</td>
<td>1D</td>
<td>Green Card</td>
</tr>
<tr>
<td>5</td>
<td>Inherited</td>
<td>Legal heir of occupant on Form I &amp; XIV</td>
<td>2A</td>
<td>Green Card</td>
</tr>
<tr>
<td>6</td>
<td>Inherited</td>
<td>Succession Deed or Search report or inventory proceedings</td>
<td>2B</td>
<td>Green Card</td>
</tr>
<tr>
<td>7</td>
<td>Inherited</td>
<td>Via Sale Deed or Inventory or Will /Registered Gift or relinquishment deed.</td>
<td>2C</td>
<td>Green Card</td>
</tr>
<tr>
<td>8</td>
<td>Inherited</td>
<td>Power of Attorney or 'No Objection' to legal Heir</td>
<td>2D</td>
<td>Green Card</td>
</tr>
<tr>
<td>9</td>
<td>Inherited</td>
<td>via court proceedings</td>
<td>2E</td>
<td>Green Card</td>
</tr>
<tr>
<td>10</td>
<td>Lease</td>
<td>Name reflecting on I &amp; XIV as leasee rights or copy of Alwara/ Affirmation(Award) in case of Government land</td>
<td>3A</td>
<td>Green Card</td>
</tr>
<tr>
<td>11</td>
<td>Lease</td>
<td>Valid Lease Agreement</td>
<td>3B</td>
<td>Green Card</td>
</tr>
<tr>
<td>12</td>
<td>Lease</td>
<td>Inheritor of Lease</td>
<td>3C</td>
<td>Green Card</td>
</tr>
<tr>
<td>13</td>
<td>Lease</td>
<td>Claiming lease title via court proceedings</td>
<td>3D</td>
<td>Green Card</td>
</tr>
<tr>
<td>14</td>
<td>Tenant</td>
<td>Applicants Name in Tenant column in Form I &amp; XIV</td>
<td>4A</td>
<td>Green Card</td>
</tr>
<tr>
<td>15</td>
<td>Tenant</td>
<td>Sanad/award declaring Applicant as Tenant</td>
<td>4B</td>
<td>Green Card</td>
</tr>
<tr>
<td>16</td>
<td>Tenant</td>
<td>Via 'No Objection' only to legal heir</td>
<td>4C</td>
<td>Green Card</td>
</tr>
<tr>
<td>17</td>
<td>Tenant</td>
<td>Inheritor of Tenant via affidavit</td>
<td>4D</td>
<td>Green Card</td>
</tr>
<tr>
<td>18</td>
<td>Tenant</td>
<td>via court proceedings</td>
<td>4E</td>
<td>Green Card</td>
</tr>
<tr>
<td>19</td>
<td>Caretaker</td>
<td>Name as Caretaker in Form I &amp; XIV or his legal heir</td>
<td>5A</td>
<td>Blue Card</td>
</tr>
<tr>
<td>20</td>
<td>Caretaker</td>
<td>Applicant is the legal heir of the occupant whose name is reflecting as caretaker</td>
<td>5B</td>
<td>Blue Card</td>
</tr>
<tr>
<td>21</td>
<td>Caretaker</td>
<td>Cultivating farmer (encroacher, landless, verbal agreement)</td>
<td>5C</td>
<td>Blue Card</td>
</tr>
<tr>
<td>22</td>
<td>Caretaker</td>
<td>Applicants name reflecting as Cultivator/ Occupant or any other name in Other Rights of I &amp; XIV</td>
<td>5D</td>
<td>Blue Card</td>
</tr>
<tr>
<td>23</td>
<td>Caretaker</td>
<td>Applicants name reflecting on Form III</td>
<td>5E</td>
<td>Blue Card</td>
</tr>
<tr>
<td>24</td>
<td>Caretaker</td>
<td>Evacuee property</td>
<td>5F</td>
<td>Blue Card</td>
</tr>
</tbody>
</table>
CIRCULAR

As discussed in the meeting held at Directorate with Zonal Agricultural Officers and Dy. Director of Agriculture (Farms) in presence of Special Secretary to Hon'ble Chief Minister and CEO of GEL, various issues raised are clarified as under for adoption for issue of Krishi Card to farmer.

1. The farmers who are tenants and their names reflect in the I & XIV are deemed owners of the land and a separate Decree or Sanad may not be insisted.

2. The farmers who possess inherited land shall submit an affidavit, mentioning area of land cultivated by each co-owner instead of joint affidavit or NOC from co-owners.

3. The farmer who claim ownership of land under form III (which is not promulgated) or those under other rights, auction rights, encroached lands etc. shall be given the temporary blue card valid for one year only.

4. Zonal Agricultural Officers shall approve the applications of those farmers whose land ownership is clear wherein their name are reflected in the land index or supported by sale deed towards the purchase done by applicant, (if mutation not done).

5. Wherever the land owner has expired his legal heirs as below may be registered provided.

   a) There is only one heir & he/she applies with death certificate and affidavit indicating sole heir.

   b) There are more than one heir and an affidavit mentioning applicants share of land and share of other heirs is indicated. Death certificate should be provided by applicant.

6. When Tenant reflected in I & XIV has expired and his legal heir applies for Krishi Card, the same can be considered provided:

   a) There is only one heir and he/she applies with death certificate and affidavit indicating sole heir.

   b) There are more than one heir and applicant applies with affidavit stating his share of land, and share of other heirs and death certificate of tenant in the tenanted property.
7. The affidavit submitted by the farmers should clearly establish the ownership claim such as when Daughter-in-law applies for registration she should provide death certificate of husband or other co-owners besides father/mother-in-law.

8. Wherever the name is not reflected in index or not supported by sale deed the Zonal Agricultural Officer should actually verify the cultivation of land and furnish a certificate to that affect.

9. The name of farmer that should reflect on the application should be the same as the one that reflects on the bank pass book.

10. In case of farmers who do not know their birth date than they can mention their age.

11. The deadline for receipt of Krishi card applications will be August 2013 beyond which the farmers will not be entertained to apply for Departmental Schemes without Krishi Cards.

12. Only cases that are clear with land ownership shall be given green Krishi Card and all the other farmers shall be given Blue (Temporary Card) valid for one year. Farmers holding blue card will have to furnish supplementary data to be eligible to get green card.

13. Directorate of Agriculture will give publicity in the form of advertisement and printing of posters to be displayed in every Panchayat.

14. A letter will be made by Directorate to Revenue Department to issue a Circular to all Mamlatdars, for issue fresh I & XIV Forms for Krishi Card purpose whenever applied by cultivators.

15. The suggestion of Zonal Agricultural Officer, Mapusa to pay petrol allowance to Agriculture Assistant/Field Assistant was agreed to and a proposal to this effect will be moved by Head Quarters.

16. It was also directed that all ZAO's should take care while assigning codes to the land parcels of farmers for example 4B for heir of tenant and 4A for tenant himself. The code assigned will determine the subsidy calculations at a later stage. Therefore the land details columns in the application should be entered/edited by the Zonal Agricultural Officer's office and not the applicant to prevent errors.
17. Wherever the I & XIV reflects more than one name and wherever a family members of the land owner applies than the status of land holding to be marked as “Joint”.

18. In case of lands cultivated by farmer which are owned by temples/churches and other bodies the farmer to submit affidavit and only temporary card to be assigned to such farmers.

The procedure that shall be followed henceforth for issuing of Krishi Card is mentioned at Annexure-I.

All Zonal Agriculture Officers should ensure that these instructions are followed by them and the subordinate staff for faster issue of Krishi Cards.

(Satish A.P. Tendulkar)
Director of Agriculture

To,
Zonal Agriculture Officers, ____________ (All).

Copy with compliments to:

1. Shri Giriraj Pai Vernekar, Special Assistant to Hon’ble Chief Minister, Altinho, Panaji-Goa

2. The C.E.O, M/s Goa Electronic Limited
CIRCULAR

Based on the recommendation at the meeting on E-Governance held on 29-05-2015, it was decided to accept only online applications for mechanization and fencing schemes. The software is ready and functioning.

For any issues regarding Data entry or software related issues Mr. Saijeesh Gandhi (Asstt. Agriculture Officer) may be contacted.

The District Agriculture Officer North and South are directed to accept only online application for a Support Price, Fencing and Mechanization Schemes from this month onwards.

To:

1) The Zonal Agricultural Officers
   Mapusa/ Pernem/ Bicholim/ Sanguem/ Tiswadi/ Ponda /Margao/
   Dharbandora/ Canocona/ Valpoi/ Quepem/ Sanquelim-Goa.

2) The District Agriculture Officer North & South-Goa.

Copy to:

1) The Dy. Director of Agriculture (Agron.)
2) The Asstt. Director of Agriculture (A.E),
   with directive to update the masters with the help of DEO
   of Farm & Extension Section.
3) The concerned file
4) The guard file.
CIRCULAR

Ref: Earlier Circulars

1/IT/Websites/2013-14/Part/D.Agri/20 dt July 8, 2013
1/IT/Websites/2013-14/D.Agri/118 dt Feb 17, 2014

The Department has successfully achieved the registration of farmers under Krishi Card and covered over 21,000 farmers under this initiative. I would like to congratulate the Zonal Agricultural Officers on this achievement. Further Hon’ble Chief Minister desires to reach out to all the farmers, who presently have not applied for departmental schemes or to those farmers that do not possess land.

In view of the above a proactive approach may be adopted by the ZAO’s to reach out to all the farmers by seeking help of NGO’s/village level social groups/Kissan Mitra’s etc. The Zonal Agriculture Officer shall register all farmers involved in agricultural activities or those possessing land, considering the Krishi Card or Krishi Card acknowledgement number will be made mandatory for availing government assistance of any kind hence forth.

For the varied types of land holdings possessed by farmers, codes are stipulated as shown in Annexure I. The following guidelines may be adhered to for achieving our set goal.

1. All farmers will be compulsorily registered with the department failing which no cases for government assistance will be entertained, except in case of Shetkar Adhar Nidhi the same will be made effective from 1-4-2015.
2. Only one Krishi Card will be permitted for a family and the definition of family means Husband, Wife and unmarried children up to the age of 21 years. The krishi card that have already been issued in such cases (more than one krishi card per family) may be blocked until further instructions.
3. Krishi card holders land holdings that are showing alerts for parcels of land being claimed by more than one farmer will be blocked till the applicants resolve the matter amicably to restrict their share of land.
4. The applicant farmer has to apply for krishi card in the respective zone wherein his major land holdings is situated. The Zonal Agriculture Officer office shall internally seek approval for the remaining land parcels which are located in the jurisdiction of other Zonal Agriculture Offices.

5. In case of farmers having submitted insufficient documentation for their land holdings, the same will not be accepted by the software. In such cases an application may be sought from the applicant farmers and necessary changes may be made to the land holdings provided changes are restricted to one change only by the concerned Zonal Agriculture Officer. For more than one change to the land details of the farmer, the Zonal Agriculture Office may seek permission from Headquarters to modify the land details.

(Orlando Rodrigues)  
Director of Agriculture

To,
Zonal Agriculture Officer, ________________(All).

Farm Superintendent Kalay/Codar.

Copy to:
  a) The Dy. Director of Agriculture (all)
  b) The Executive Engineer SCD, Tonca, Caranzalem Goa.
  c) The Asst. Director of Agriculture (FT) Ela, Old Goa
  d) The Asst. Director (A.E), Tonca Caranzalem.
  e) The Accounts Officer/Asst. Accounts Officer, Directorate of Agriculture, Tonca, Caranzalem Goa.
NOTE

The Department of Agriculture has moved on to a completely online platform for managing the workflow for all the Schemes. The Scheme Subsidy calculations are being carried out by the e-krishi software and the subsidy amount arrived at automatically. The entire calculation in the software is made as per notifications / circulars issued by concerned section. It is therefore mandatory that the scheme coordinators update the calculations in software as when there are new circulars / notifications issued.

It is has been brought to my notice that the updations of masters / calculations are not being carried out in a timely manner by the concerned section leading to wrongful calculations. It is the responsibility of the concerned section to update the relevant masters and calculations on regular basis to the e-krishi software in coordination with the IT Team. The scheme coordinators are therefore directed to appoint and affix the responsibility to some officials of updating masters and calculations to the software on regular basis and convey the names of the officials to me immediately.

Any wrong calculations based on non updation of masters will be the responsibility of the concerned section.

(U.B.Pai Kakode)
Director of Agriculture

C.c. to:- inform within 7 days the appointment of officials to update the matters.
1. The Dy. Director of Agriculture (Hort / CIN / Admn), Krishi Bhavan, Tonca, Caranzalem – Goa
2. The District Agriculture Office (North / South)
3. The Asstt. Director of Agriculture (P&E/AE/Farms), Krishi Bhavan, Tonca, Caranzalem – Goa
4. Guard file
5. Office C'Opy
CIRCULAR


In continuation of the circular referred above:-

1. For the assured price cases, the Zonal Agriculture Officer's need not send and upload the bills to the online software but retain the same at their office. However, the Zonal Agriculture Officer's need to send the statement of Assured Price cases sanctioned with the GAR 32 duly signed by the farmer to the District Agriculture Office.

2. The cases pertaining to machinery where bill date is before 15th July 2016 need to be sent as physical files to concerned Mechanical Cultivation Officer's. However all cases pertaining to machinery files with bill date after 15th July have to be mandatory processed by online mode only. The bills and other documents are to be scanned and uploaded to the software and the hard copy retained at the Zonal Agriculture Office itself. Zonal Agriculture Officer's need to however send the GAR32 to DAO office with a statement and the certificate that 'original bills have been verified and retained by this office for record'.

3. A new and comprehensive cropping pattern has been now provided in the Krishi Card module. The new cropping pattern allows for intercropping etc. ZAO's may update the cropping pattern of the farmers accordingly

4. Land modifications in Krishi card will now be allowed despite Assured Price cases under processes with the following limitations. Any land modifications done in Krishi Card will not reflect in support price applications which are in process when the land modification is filled. To reflect the modified land changes, the current support price application will have to be rejected or deleted by the ZAO.

5. Once a particular Assured price case/cases are approved online by DAO's office, it will not be possible to roll back the said case as the Authorization and Sanctioning is now merged at the DAO level.

(Original Signature)
(U.B. Pai Kakode)
Director of Agriculture

To,

1. The District Agriculture Officer (North / South)
2. All the Coordinators, HQ
3. The Asstt. Director of Agriculture (FT), Ela, Old – Goa
4. The Zonal Agriculture Officer (All)
5. The PMU Cell, GEL, Directorate of Agriculture, Tonca
6. The Accounts Section, Directorate of Agriculture, Tonca, Caranzalem - Goa
5. The schedule of deployment of Extension Executives at Panchayat level to collect the applications from the farmers at Panchayat level to be informed latest by 16 Aug 2016.

6. You are directed to send the list of officials that require training in computers latest by 16 Aug 2016 to create a training calendar in discussion with GIPARD.

7. The notification's and circulars issued by all the sections have to be mandatorily marked to IT section for uploading to the departmental website.

(U.B. Pai Kakode)
Director of Agriculture

To,

1. The District Agriculture Officer (North / South)
2. All the Co-ordinators, HQ ______
3. The Asstt. Director of Agriculture (FT), Ela, Old – Goa
4. The Zonal Agriculture Officer (All) _________
5. The PMU Cell, GEL, Directorate of Agriculture, Tonca
6. The Accounts Section, Directorate of Agriculture, Tonca, Caranzalem - Goa
CIRCULAR

Ref: Earlier Circular 1/IT/eAgri/(1)/2016-17/DAgri/23 dated 27/06/2016

With reference the above cited circular it is once again stated that Assured price cases are to be settled on online mode and no physical files are to be sent to DAO office for settlement, except GAR 32. DAO office will ensure that the applications submitted online by the Zonal offices are to be approved on online mode only.

The following clarifications are also issued.

1. Henceforth, Krishi card holders will not be required to produce Krishi card abstract for availing any scheme assistance.

2. For the purpose of Assured price, ‘ADD LAND’ provision has been made to enable farmers who cultivate land on short term basis to claim assistance under Assured price. The land added under the ‘Add land’ feature does not add up in the land data of the Krishi card holder.

3. Based on the approval of the Government, a special land code ‘5G’ has been created to provide Krishi Cards for sugarcane farmers. This code is applicable to those farmers who are certified by Sanjivani Sugar Factory as sugarcane cultivating farmer. ZAO’s are therefore directed to issue Krishi card to such farmers and accordingly Assured price cases without Krishi card not to be entertained for crushing season of 2016-17.

4. The additional staff employed under the e-Krishi project is for the purpose of handling online initiatives and are for short term only. The permanent staffs i.e. LDC, UDC, Agriculture Assistant and Field Assistant have to eventually handle the data entry and online processing of schemes. The duties of the staff appointed under e-Krishi project are clearly mentioned at Annexure- I and are to be adhered to.
CIRCULAR

Ref: (1) No.1/IT/Websites/2015-16/D.Agri/22, dated 5th June 2015
(2) No.1/IT/Websites/2015-16/D.Agri/26, dated 8th June 2015

I) The recommendations of the Committee for deciding the eligibility of various departmental schemes as per the land codes has been accepted and the eligibility is attached at Annexure I & Annexure II.

A check has to be maintained by the Zonal Agricultural Offices and District Agriculture Officers before sanction of cases as per the land eligibility codes.

II) In case of land duplicity red alerts in Krishi card, the land parcel that is already showing the alert is blocked from the system for calculations of assistance. These parcels of land showing red alerts are not to be considered by ZAO. However, the other land parcels of the applicant which are free from alerts are to be considered.

III) With reference to the Circular No.3/5/EXT/26/2015-16/D.Agri/159, dated 6th July 2015 already issued regarding replacement of affidavits with self certification. All the sample affidavits that are mandatory for Krishi cards are now to be replaced with self declaration as per the above referred circular.

(Orlando Rodrigues)
Director of Agriculture

To,
The Zonal Agricultural Officer (All)
Circular

Hon'ble Chief Minister during the budget speech for the year 2012-13 had assured of initiating E-Governance System for bringing in transparency and faster delivery of Government benefits. Accordingly issuance of Krishi card for the farmers of Goa was initiated during April 2013 with a target of registering 50,000 farmers of Goa by 2013-14. However during the recent review held by the Chief Minister's office regarding issuance of Krishi card it was noted that only 3000 Krishi card were approved. Honorable Chief Minister of Goa in his budget presentation of 2013 had announced 1% interest on loans to Krishi card holders upto a limit of Rs 30,000/- . Accordingly Hon'ble C.M. desires the same to be implemented from April 2014. Hence he has categorically stated that atleast the 15,000 Krishi Card applications that have been received by the Directorate of Agriculture are to be processed by 31st March 2014.

To fulfill the objective articulated by the Hon'ble Chief Minister the following needs to be carried out by this office on urgent basis

a) All the Krishi card applications that have been received by ZAO's are to be compulsorily cleared by 31st March 2014.

b) Zonal Agricultural Officers are to distribute the Krishi Cards that have been printed and in their custody, to farmers immediately.

c) From 1st April-14 only online applications for support price, fencing & mechanization will be accepted. No physical applications for these 3 schemes will be entertained by the HQ.

d) If desired, one week of March/April could be declared as office closed for visits of farmers so as to clear Krishi Card applications on war footing.

e) To complete the backlog of scanning of Krishi Card applications the staff of GEL will be working on all Saturday, Hence Zonal Agricultural Officer are to keep their offices open on all Saturdays.

f) Considering the backlog in data entry of applicants, it is requested that services of the Data entry Operators may not be diverted for any other purpose other than data entry.

All Zonal Agriculture Officers are to ensure that these instructions are followed strictly and the backlog of Krishi card applications are cleared by 31st March 2014.
CIRCULAR

As a part of the e-Krishi Project majority of the departmental schemes have been implemented on online mode. The list of schemes that are online are attached as Annexure I.

It is now decided that for the schemes mentioned in Annexure I, the cases are to be processed on online mode only. The DAO’s are directed not to entertain cases on offline mode for the services mentioned at Annexure I. The Zonal Agriculture officer’s are to only send the GAR 32 with a note generated by the online software.

Following guidelines are to be adhered to:

1. To enable online processing of the cases it is mandatory that the old data of the farmers which have availed departmental schemes is to be provided to the IT cell to prevent misuse of the scheme guidelines.
2. Proper training of the staff has been entrusted to the IT section and they have to ensure that the staff in all the offices are trained in usage of the software.
3. The users of the software have been provided with personal name based login ID’s and hence it is the responsibility of the users to keep the password secret and not share it with anybody else.
4. In case of issues or bugs with the software the officials are to contact the Implementation Engineer assigned to the respective office who in turn will get the issue resolved with the competent authorities. The schedule of IE is at Annexure II.
5. Subsequent to the digitization of the farmer application, software generated application ID is to be noted on the physical application and retained in the office of the ZAO.
6. Farmer will be able to submit his application on online mode and the Zonal Agriculture officer’s are to process the cases accordingly.
7. The stock and store will be handled in online mode and all the DDO’s are to ensure to upload all the data from consumable register.

Due to online processing of schemes the settlement of cases are compulsory to be carried out in time bound manner. SMS alerts will be sent to farmer at every stage of approval process of his application.
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| **SEEDS**  
1. Assistance for high yielding quality seed | Crops INM & NRM |
2. Distribution of Minikits: Paddy, Pulses, Groundnut | Crops INM & NRM |
3. Establishment of sugarcane seed farm | Crops INM & NRM |
4. Revitalization of Khazan Paddy Cultivation | Crops INM & NRM |
| **FINANCIAL ASSISTANCE FOR LOSSES**  
1. Shetkari Aadhar Nidhi | Extension & IT Section |
| **VEGETABLE SEED DISTRIBUTION**  
1. Assistance for purchase of vegetable seed by small farmers (50% subsidy) | Horticulture |
| **ADMIN**  
1. RTI, Public Grievance Management | Admin |
2. LAQ Management | Admin |
3. Krishi Call Center | Admin |
4. Training Module | Admin |
5. Stock and Stores | Admin |
6. Reporting Module | Admin |
| **HORTICULTURE**  
(Will be Functional on live from 2nd of May 2017)  
1. Assistance for cultivation of Fruit plants under State and NHM | Horticulture |
2. Assistance for cultivation of Flowers under State and NHM | Horticulture |
3. Assistance for cultivation of Fruit and Spices | Horticulture |
4. Area Expansion in cashew under State and NHM | Horticulture |
5. Rejuvenation/replace of senile plantations | Horticulture |
6. Coconut Development Board/ State Scheme Assistance for cultivation of coconut | Horticulture |
7. Assistance for Hybrid Coconut Seedlings | Horticulture |
8. Assistance for protected cultivation for growing flowers and vegetables under State and NHM | Horticulture |
9. Assistance Productivity Improvement in Coconut Gardens | Horticulture |
10. Assistance under Organic Farming-NHM | Horticulture |
11. Promotion of bee keeping for Honey Production | Horticulture |