

**HANDBOOK IN ACCORDANCE WITH THE PRESCRIBED TEMPLATE UNDER
THE RIGHT TO INFORMATION ACT, 2005.**

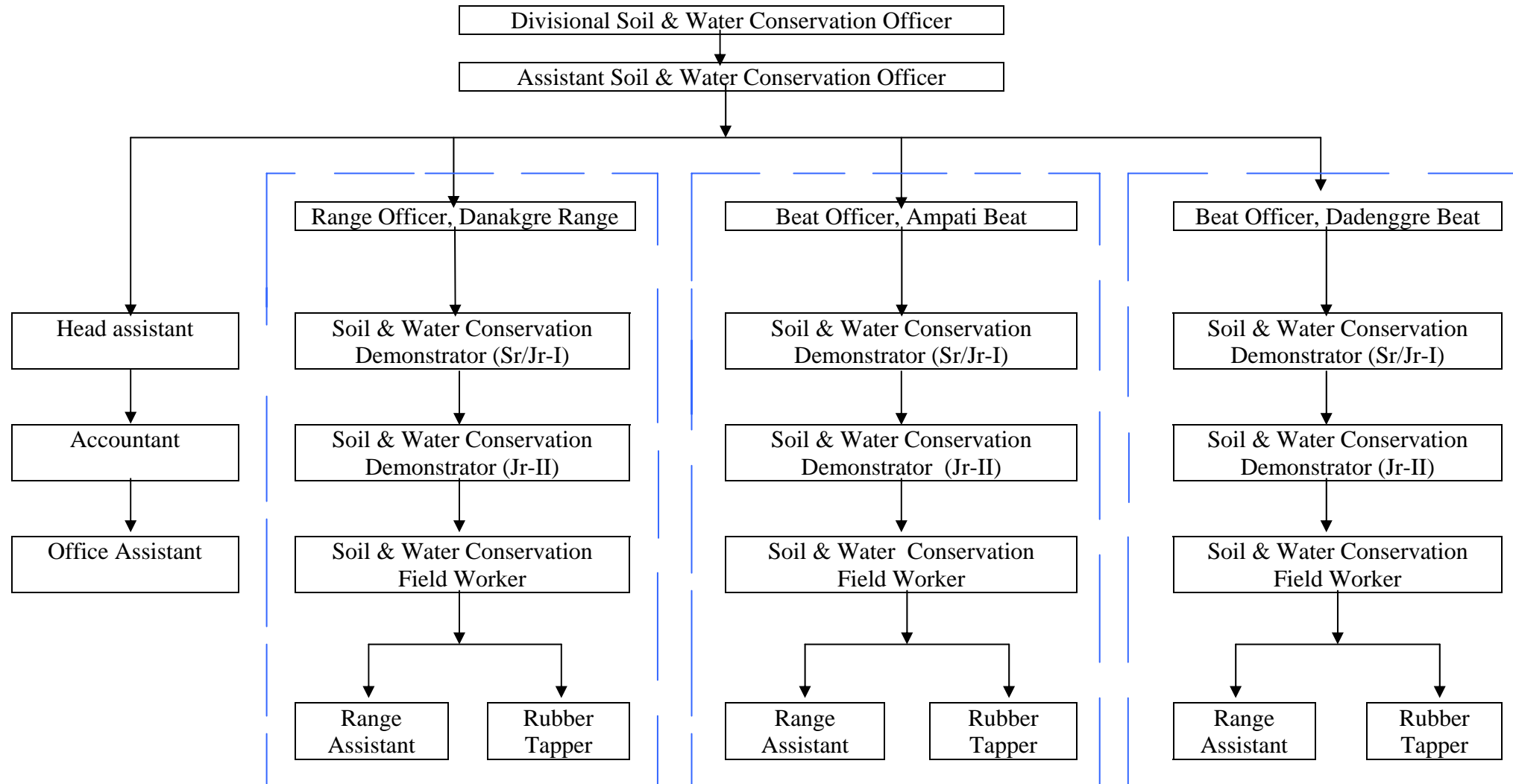
**Chapter 1
Introduction.**

Serial No.of the relevant Chapter	Description/Information
1.6. Contact person in case somebody wants to get more information on topics covered in the handbook as well as other information also.	Divisional Soil & Water Conservation Officer, Tura Soil & Water Conservation Cash Crop Division, Dakkopgre., West Garo Hills., Phone No. 232303

**Chapter 2 (Manual-1)
Particulars of Organization, Functions and Duties.**

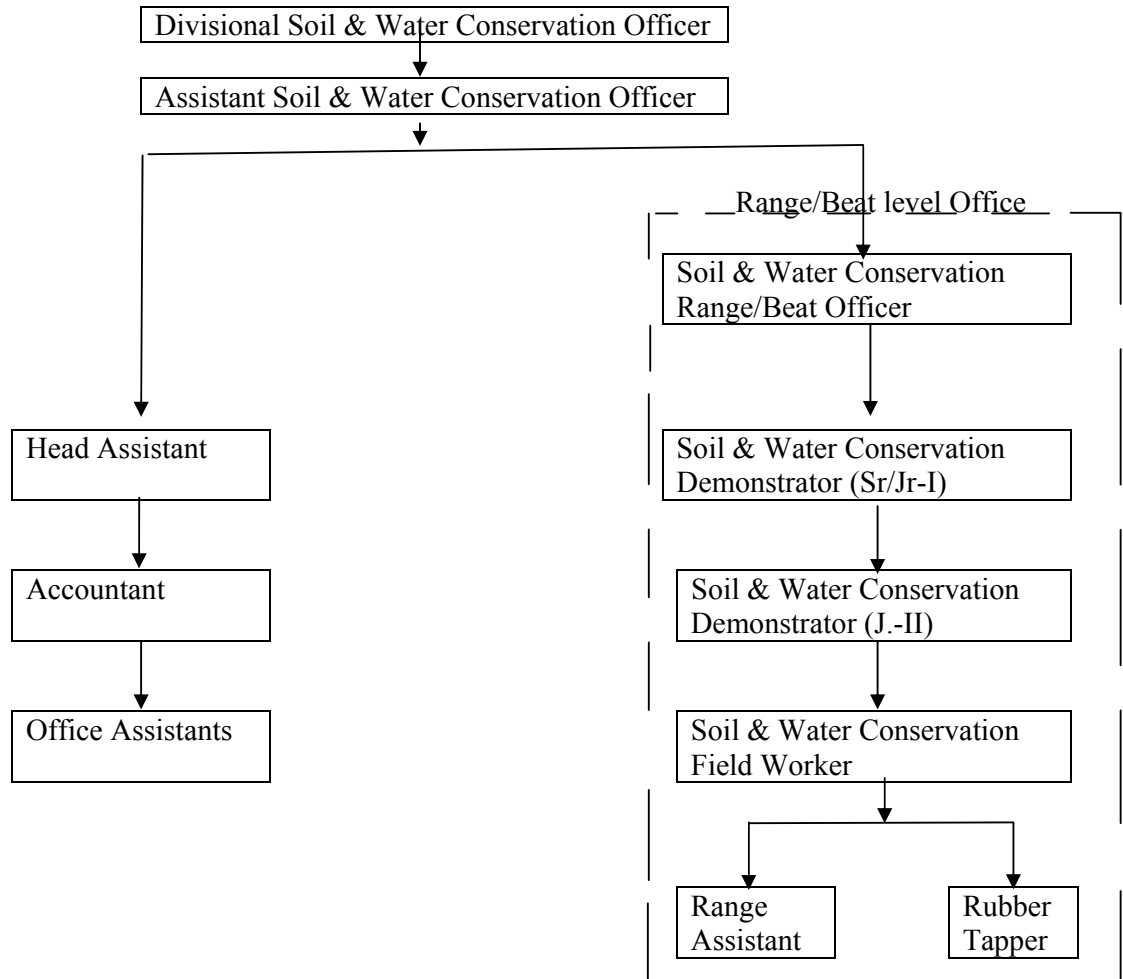
Serial No.of the relevant Chapter	Description/Information
2.3. Brief history of the public Authority and content of its formation.	Soil & Water Conservation Cash Crop Division was created with a view to cater to Cash/Horticultural Crops Development Works from the erstwhile Meghalaya Soil & Water Conservation Department though not an independent department (not separated fully) vide Govt order No.SCD.81/86/38 Dated 31.10.1988. Its main objective is to cater specifically to Cash/Horticultural Crops Development Works in order to wean away Jhum/Bun cultivators of General Areas, Jhum Control Areas and Watershed Management Areas to take up more challenging sustainable, Scientific farming activities that are of income generating rural basic infrastructures ensuring rural employment while department's goal to conserve Soil, Water and Vegetation is achieved promoting eco-system and influencing bio-diversity and environmental awareness to the rural and urban public.

Organizational Structure of Tura Soil & Water Conservation Cash Crop Division :-



2.7. Organizational Structure Diagram at various levels namely state, directorate, region/district, block etc.(whichever is applicable)

District level to Range/Beat level Offices :-



Serial No.of the relevant Chapter	Description/Information
<p>2.10. Mechanism available for monitoring the services delivery and public grievances resolution</p>	<p>Assistant Soil & Water Conservation Officer inspects the various works of the Range/Beat Officers' works (implementing Officer) on various schemes to check whether works being implemented are as per the guidelines and calendar of operations are being carried out in time and submits the inspection reports to the Divisional Soil & Water Conservation Officer who in turn takes prompt action depending on the submitted report and sometimes go on tour to carry out the inspection work also if necessary.Even the senior Officers of the Directorate also occasionally come to visit the works being implemented.</p>

<p>2.11. Addresses of the main office and other offices at different levels. (Please categorise the addresses district-wise for facilitating the understanding by the users)</p>	<p style="text-align: center;"><u>District level :-</u></p> <p>Divisional Soil & Water Conservation Officer, Tura Soil & Water Conservation Cash Crop Division, Dakkopgre., West Garo Hills., Meghalaya. Phone No. 232303.</p> <p style="text-align: center;"><u>Range/Beat level :-</u></p> <p>(i) Range Officer, Soil & Water Conservation Cash Crop Range, Danakgre., West Garo Hills., Meghalaya.</p> <p>(ii) Beat Officer, Soil & Water Conservation Cash Crop Beat, Ampati., West Garo Hills., Meghalaya.</p> <p>(iii) Beat Officer, Soil & Water Conservation Cash Crop Beat, Dadenggre., West Garo Hills., Meghalaya.</p>
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Chapter 4 (Manual-3)

Rules, Regulations, Manual and Records, For discharging Functions.

<p>4.1. Please provide list of rules, regulations, instructions, manual and records held by public authority or used by its employees for discharging functions as per the following format. This format has to be filled up for each document.</p>	<p style="text-align: center;">Stated below under sub-sub-number :-</p>
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4.11. Delegation of Financial Power Rules.

<p>(a) Name/title of the document</p> <p>(b) Type of Document</p> <p>(c) Brief write up of document</p> <p>(d) From where one can get a copy of Rules</p>	<p>: “Delegation of Financial Power Rules”.</p> <p>: “Rules”.</p> <p>: It is one of the instruments of the Government that regulates the Financial, Administrative and Technical sanction for controlling and management of expenditures of various categories of the Drawing and Disbursing Officers or Disbursing Officers under the different items of schemes/works of the department.</p> <p>: Government Press Depot, Directorate of Printing and Stationery, Meghalaya, Shillong.</p> <p style="text-align: center;">Or,</p> <p>Finance Department Meghalaya Secretariate (c). Meghalaya, Shillong.</p>
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4-12. “The Garo Hills District (Jhum) Regulation, 1954 (Regulation) II of 1954”.

(a) Name/title of the document	: “The Garo Hills District (Jhum) Regulation, 1954 (Regulation) II of 1954”.
(b) Type of Document	: “Regulations”
(c) Brief write up of document	: No area shall be selected or allotted for Jhum nor any person shall be allowed to practice Jhum or cut forest within a distance of 400 metres of any water-sources or catchment area declared as such by an order of the Executive Committee.
(d) From where one can get a copy of the Regulations.	: Contact the Secretary, Garo Hills Autonomous Council, Tura.

4-13. “Handbook of General Circulars”.

(a) Name/title of the document	: “Handbook of General Circulars”.
(b) Type of Document	: “Instructions”.
(c) Brief write up of document	: It comprises mainly the extracts of important instructions and circulars on common subjects of frequent reference in the Government Offices. In some case, a gist of instructions/ circulars has been given where it was considered to be adequate for the purpose and was not likely to lead to different interpretation.
(d) From where one can get a copy of Instructions.	: Contact the Government Press Depot, Directorate of Printing and Stationery, Meghalaya, Shillong. Or, Personnel (ARC) Department, Meghalaya, Shillong.

4-14. “Manual of Office Procedure, 1993”.

(a) Name/title of the document	: “Manual of Office Procedure, 1993”.
(b) Type of Document	: “Manual”.
(c) Brief write up of document	: It deals with aspects of management of Office and the procedural-norms relating to discharge of duties and functions by public organization, considered necessary for improving the disposal of duties and functions.
(d) From where one can get a copy of the Manual	: Contact : Secretariate Administrative Dept (C), Meghalaya, Shillong.

4.15. “Annual Report of the Department, 2003-04”.

(a) Name/title of the document	: “Annual Report of the Department, 2003-04”.
(b) Type of Document	: “Records”
(c) Brief write up of document	: A glance of Annual Report will provide relevant information in conceptual, physical and financial terms to transform the thinking process of the people at the grass-roots level. It not only provide information but more importantly to serve as a “Record” and a guide for corporation participation of a wide spectrum of societies, agencies and interested individuals for the common the common goal of natural resources conservation and management.
(d) From where one can get a copy of the Record	: Director of Soil & Water Conservation, Meghalaya, Shillong., Meghalaya Additional Building, Room No. 316. Ph No. 0364-2224551 Fax : 0364-2224551 E-mails : megsoil@rediffmail.com
Fee charged by the department for a copy of Rules, Regulations, Manual and Records, if any.	: Rules, Regulations, Manual as may be sold by the concerned Department. Records @ Rs.25/- per copy

Chapter 6 (Manual-5)

A statement of the categories of documents that are held by it or under its control.

6.1. 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).

Sl. No.	Category of the Document	Name of Document and its introduction in one line	Procedure to obtain the Document	Held by/under Control
1	2	3	4	5
1	Guidelines/Directions	(1) Guidelines issued by the Natural Resources Management Division, ministry of agriculture, Govt. of India, New Delhi.	Contact: Director, Soil & Water Conservation Meghalaya, Shillong. Additional Building, Meghalaya Secretariat Building, Room No. 316. Phone No. 0364-2224551 Fax : 0364-2224551. Email:megsoil@rediffmail.com	Department

1	2	3	4	5
2	Departmental Rules	<p>(2) “IWDP Guidelines issued by the Department of Land Resources, Ministry of Rural Development, Govt. of India. New Delh”.</p> <p>(3) “Guidelines issued by the Natural Resources Management Divisiona, Ministry of Agriculture, Govt. of India, New Delhi”. On Soil & Water Conservation Project for enhancing the productivity of the degraded lands in the catchments of the RVPs and FPRs”.</p> <p>(1) “Meghalaya Soil Conser-vation Service Rules, 1990”</p> <p>(2) “ Office Memo for the Meghalaya Soil Conservation (Subordinate) Services Rules”.</p> <p>(3) “Cost – Norms”</p> <p>(4) “Subsidiary Rules”</p>	<p>Contact: Director, Soil & Water Conservation Meghalaya, Shillong. Additional Building, Meghalaya Secretariat Building, Room No. 316. Phone No. 0364-2224551 Fax : 0364-2224551. Email:megsoil@rediffmail.com</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p>	<p>Department</p> <p>-do-</p> <p>-do-</p> <p>-do-</p> <p>-do-</p>
3	Records	<p>(1) “Annual Report”</p> <p>(2) “Citizens Charter”</p> <p>(3) “Project Reports”</p>	<p>-do-</p> <p>-do-</p> <p>-do-</p>	<p>-do-</p> <p>-do-</p> <p>-do-</p>

Chapter 8 (Manual-7)

The names and designations and other particulars of the Public Information Officers.

8.1. Please provide contact information about the Public Information Officers, Assistant Public Information Officers and Departmental Appellate Authority of the Public Authority in the following format.

Sl No.	Public Information Officer								Appellate Authority
	Name	Designation	STD Code	Phone number		Fax	Email	Address	
				Office	Home				
1	2	3	4	5	6	7	8	9	10
1	Shri A.Syiem	Joint Director of Soil & Water Conservation (Hq). Directorate of Soil & Water Conservation, Meghalaya, Shillong.	0364	2223282	2250175	0364- 2224551	megsoil @re- diffmail. com	O/O Joint Director of Soil & Water Conservation, Directorate of Soil & Water Conservation, Meghalaya, Shillong. Room No. 317. Myntdu Building (Addl Sectt Building) Shillong-793001	State Level :- Director of Soil & Water Conservation, Directorate of Soil & Water Conservation, Meghalaya, Shillong. Room No. 316 Myntdu Building (Addl Sectt Building), Shillong. Phone No.(O). 2224551
2	Shri R.W. Momin	Joint Director of Soil & Water Conservation, Meghalaya, Tura.	03651	232105	222211	03651- 232105	-	O/O Joint Director of Soil & Water Conservation, Tura, Dakkopgre- 794001., West Garo Hills, Tura.	State Level :- Director of Soil & Water Conservation, Directorate of Soil & Water Conservation, Meghalaya, Shillong. Room No. 316 Myntdu Building (Addl Sectt Building), Shillong. Phone No.(O). 2224551

1	2	3	4	5	6	7	8	9	10
3	Shri D.S Kharsyntiew	Joint Director of Soil & Water Conservation, (Research & Training), Conservation Training Institute, Byrnihat.	03638	263451	263454	03638- 263451	-	O/O Joint Director of Soil & Water Conservation (Research & Training), CTI, Byrnihat, Ri Bhoi Distt, Meghalaya.	State Level : Director of Soil & Water Conservation , Meghalaya, Shillong. Room No. 316 Myntdu Building (Addl Sectt Building), Shillong. Phone No.(O). 2224551
4	Shri D.Langstieh	Divisional Soil & Water Conservation Officer, Project Formulation Cell, Shillong.	0364	2590511	-	-	-	O/O Divisional Soil & Water Conservation Officer, Project Formulation Cell, Shillong. Polo Hills, Shillong- 793001	DistrictLevel Addl Director of Soil & Water Conservation , Meghalaya, Shillong. Room No. 317 Myntdu Building (Addl Sectt Building), Shillong. Phone No.(O). 2223262
5	Shri K.M.Syie m	Divisional Soil & Water Conservation Officer, Nongstoin Soil & Water Conservation Division, Nongstoin. West Khasi Hills.	03654	222236	-	03654- 222236	-	O/O Divisional Soil & Water Conservation Officer, Nongstoin Soil & Water Conservation Division, Nongstoin. West Khasi Hills.	DistrictLevel Addl Director of Soil & Water Conservation , Meghalaya, Shillong. Room No. 317 Myntdu Building (Addl Sectt Building), Shillong. Phone No.(O). 2223262

1	2	3	4	5	6	7	8	9	10
6	Smt Semalotha Ch Sangma	Soil & Water Conservation Officer, (M.&EU), Tura., West Garo Hills.	03651	232105	222332	03651-232105	-	O/O Soil & Water Conservation Officer (M&EU), Attached to the o/o Joint Director of Soil & Water Conservation, Meghalaya, Tura., Dakkopgre., West Garo Hills., Tura-794001	Joint Director of Soil & Water Conservation , Meghalaya, Tura., Dakkopgre, West Garo Hills., Tura-794001 Ph No.232105
8	Shri L.N.Marak	Divisional Soil & Water Conservation Officer, Baghmara Soil & Water Conservation Cash Crop Division., South Garo Hills.	03639	222139	222432	03639-222139	-	O/O Divisional Soil & Water Conservation Officer, Baghmara Soil & Water Conservation Cash Crop Division, Bolsalgre, South Garo Hills. Baghmara-794102	Joint Director of Soil & Water Conservation , Meghalaya, Tura., Dakkopgre, West Garo Hills., Tura-794001 Ph No.232105
9	Shri K.S Thubru	Divisional Soil & Water Conservation Officer, Jaintia Hills Soil & Water Conservation (T) Division..	03652	223858	-	03652-223858	-	O/O Divisional Soil & Water Conservation Officer, Jaintia Hills Soil & Water Conservation (T) Division., Moomon, Ladthalaboh. Jowai-793150	Joint Director of Soil & Water Conservation , Meghalaya, Shillong. Room No. 317 Myntdu Building (Addl Sectt Bldg),Shillong. Phone No.(O). 2227233
10	Shri S.R.Non ghuloo	Divisional Soil & Water Conservation Officer, Ri Bhoi Soil & Water Conservation Division..	03638	232257	232257	03638-232257	-	O/O Divisional Soil & Water Conservation Officer, Ri Bhoi Soil & Water Conservation Division, Nongpoh, Ri Bhoi District.	Director of Soil & Water Conservation (Research & Training), CTI, Byrnihat, Ri Bhoi Distt, Meghalaya. Ph No.(O). 03638-263451

1	2	3	4	5	6	7	8	9	10
11.	Shri. O.T. Lyngwa.	Executive Officer, Meghalaya Commercial Crops Development Board, Shillong.	0364	2505512	2243823	-	-	Office of the Meghalaya Commercial Crops Development Board, Shillong, Laitumkrah, Shillong- 793003.	Chief Executive Officer, Meghalaya Commercial Crops Development Board, Laitumkrah Shillong - 793003. Phone (O)- 0364 2505512
12.	Shri. Mustain Ch. Momin.	Executive Officer, MCCDB Nucleus Cell, Tura.	03651	221298	220169	-	-	Office of the Executive Officer, MCCDB Nucleus Cell. Forestilla, Tura, West Garo Hills.	Chief Executive Officer, Meghalaya Commercial Crops Development Board, Laitumkrah Shillong - 793003. Phone (O)- 0364 2505512

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
1	2	3	4	5	6	7	8	9
1)	Smti. I Rynjah.	Assistant Soil & Water Conservation Officer, (Extn.) Directorate of Soil & Water Conservation, Shillong.	0364	<u>PABX</u> 2480	2231505	0364 - 2224551	Ssrynah @yahoo.co.in	Room No503 Myntdu Building, Addl. Secretariat Building Shillong- 793001.
2)	Shri. W.R.Marak	Assistant Soil & Water Conservation Officer, Office of the Joint Director of Soil & Water Conservation, Tura.	03651	232105	03659- 222255	03651- 232105	-	Office of the Joint Director of Soil & Water Conservation, Meghalaya, Tura ,Dakkopgre, West Garo Hills, Tura - 794001.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
1	2	3	4	5	6	7	8	9
1)	Smt. I Rynjah.	Assistant Soil & Water Conservation Officer, (Extn.) Directorate of Soil & Water Conservation, Shillong.	0364	<u>PABX</u> 2480	2231505	0364 - 2224551	Ssrynah @yahoo.co.in	Room No-503 Myntdu Building, Addl. Secretariat Building Shillong - 793001.
2)	Shri. W.R.Marak	Assistant Soil & Water Conservation Officer, Office of the Joint Director of Soil & Water Conservation, Tura.	03651	232105	03659-222255	03651-232105	-	Office of the Joint Director of Soil & Water Conservation, Meghalaya, Tura ,Dakkopgre, West Garo Hills, Tura - 794001.
3)	Shri. R.R.B.R. Thabah.	Divisional Soil & Water Conservation Officer (Instructor) Conservation Training Institue, Byrnihat.	03638	263451	0364 - 2221457	03638-263451	-	Conservation Training Institute, Byrnihat, Ribhoi
4)(i)	<u>East Khasi Hills</u> , Shri. N. Dkhar.	Soil & Water Conservation Range Officer, S.W.C. Range, Shillong (T)	0364	2591085	2231253			Office of the Conservation Range Officer, Shillong (T) S.W.C.Division, Polo Hills, Shillong - 793001.
(ii)	Shri. O. Khardewsaw.	Conservation Range Officer, Shillong (C.C.) S.W.C.Range.	0364	2590361				Office of the Soil & Water Conservation Range Officer, Shillong (C.C.) S.W.C.Division, Polo Hills, Shillong - 793001.
(iii)	Shri. F.Lamin	Soil & Water Conservation Range Officer, Mawphlang, Southern S.W.C.Range.	0364		2240316			Office of the Soil & Water Conservation Range Officer,
(iv)	Shri. K.K.Riahtam.	Assistant Soil & Water Conservation Officer, Laitlyngkot S.W.C.Range	0364	2591085	2575684			Office of the Assistant Soil & Water Conservation Officer, Laitlyngkot, East Khasi Hills.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
1	2	3	4	5	6	7	8	9
(v)	Shri. L. Diengdoh	Soil & Water Conservation Beat Officer, Weilo S.W.C.Beat Office.	0364	2591085	-	-	-	Office of the S.W.C.Beat Officer, Weilo S.W.C.Beat Office, Weilo East Khasi Hills.
5 (i)	<u>West Khasi Hills.</u> Shri. S.Marngar.	Soil & Water Conservation Range Officer Nongstoin S.W.C. Range.	03654	222236	-	-	-	Office of the Soil & Water Conservation Range Officer, Nongstoin S.W.C.Range, New Nongstoin, West Khasi Hills.
(ii)	Shri. J.Diengkseh.	Soil & Water Conservation Range Officer, Mairang S.W.C. Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Mairang S.W.C.Range, Mairang, West Khasi Hills.
(iii)	Shri. B.P. Marwein.	Soil & Water Conservation Range Officer, Mawkyrwat S.W.C.Range.	03656	-	222577	-	-	Office of the Soil & Water conservation Range Officer, Mawkyrwat S.W.C.Range, Mawkyrwat, West Khasi Hills.
(iv)	Shri. D.R.Tariang	Soil & Water Conservation Range Officer, Sonapahar S.W.C.Range, Riangdo.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Sonapahar S.W.C.Range, Riangdo, West Khasi Hills.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
(v)	Shri. C.D.Sangma	Soil & Water Conservation Range Officer, Ranikor S.W.C.Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Ranikor, S.W.C.Range, Ranikor, West Khasi Hills.
6. (i)	West Garo Hills. Shri. Dipti Kr. Hajong.	Soil & Water Conservation Range Officer, Anogre S.W.C.Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Ranikor, S.W.C.Range, Ranikor, West Khasi Hills.
(ii)	Shri. Birendra Sangma.	Soil & Water Conservation Range Officer, Damjonggre S.W.C.Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Damjonggre, S.W.C.Range, Damjonggre, West Garo Hills.
(iii)	Shri. B.M.Sangma	Soil & Water Conservation Range Officer, Machangpani S.W.C.Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Machangpani, S.W.C.Range, Machangpani, West Garo Hills.
(iv)	Shri. Luinson K. Sangma.	Soil & Water Conservation Range Officer, Jongchipara S.W.C.Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Jongchipara, S.W.C.Range, Jongchipara, West Garo Hills.

(v)	Shri. P. Sangma.	Soil & Water Conservation Range Officer, Thebronggre S.W.C.Range.	-	-	-	-	-	Office of the Soil &Water Conservation Range Officer, Thebronggre, S.W.C.Range, West Garo Hills.
(vi)	Shri. Bestone D. Sangma.	Soil & Water Conservation Range Officer, Danakgre S.W.C.Range.	03651	-	220337	-	-	Office of the Soil &Water Conservation Range Officer, Danakgre, S.W.C.Range, Danakgre, West Garo Hills.
(vii)	Shri. J.C.Sangma.	Soil & Water Conservation Beat Officer, Dadenggre S.W.C. Beat Office.	03651	-	-	-	-	Office of the Soil &Water Conservation Beat Officer, Dadenggre S.W.C.Beat Office, Dadenggre, West Garo Hills.
(viii)	Shri. S.M.Marak.	Soil & Water Conservation Beat Officer, Ampati S.W.C. Beat Office.	03650	-	-	-	-	Office of the Soil &Water Conservation Beat Officer, Ampati, S.W.C.Beat Office, Ampati West Garo Hills.
7. (i)	<u>East Garo Hills.</u> Shri. Oziush R. Marak.	Soil & Water Conservation Range Officer, Bonegre S.W.C. Range.	-	-	-	-	-	Office of the Soil &Water Conservation Range Officer, Bonegre , S.W.C.Range, East Garo Hills.
(ii)	Shri. Augustin Sangma.	Soil & Water Conservation Range Officer, Williamnagar S.W.C.(CC) Range.	-	-	-	-	-	Office of the Soil &Water Conservation Range Officer, Williamnagar, S.W.C.(CC)Range, East Garo Hills.
(iii)	Shri. Luhotsing K. Marak.	Soil & Water Conservation Range Officer, Mendipathar, S.W.C. Range.	-	-	-	-	-	Office of the Soil &Water Conservation Range Officer, Mendipathar, S.W.C.Range, East Garo Hills.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
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1	2	3	4	5	6	7	8	9
(iv)	Shri. O.K.Marak.	Soil & Water Conservation Range Officer, Wageasi (CC), S.W.C.Range	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Wageasi (CC), S.W.C.Range, East Garo Hills.
(v)	Shri. J.Ch.Momin.	Soil & Water Conservation Range Officer, Wageasi (T), S.W.C.Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Wageasi (T), S.W.C.Range, East Garo Hills.
(vi)	Shri. J.K.Sangma.	Soil & Water Conservation Beat Officer, Adokgre, S.W.C.(T) Beat Office.	-	-	-	-	-	Office of the Soil & Water Conservation Beat Officer, Adokgre (T), S.W.C.Beat Office, East Garo Hills.
(vii)	Shri. J.Ch.Marak.	Soil & Water Conservation Beat Officer, Bajengdoba, S.W.C.(CC) Beat Office.	-	-	-	-	-	Office of the Soil & Water Conservation Beat Officer, Bajengdoba (CC), S.W.C.Beat Office, East Garo Hills.
(viii)	Shri. Salwindra Marak.	Soil & Water Conservation Beat Officer, Kharkutta S.W.C.(CC) Beat Office.	-	-	-	-	-	Office of the Soil & Water Conservation Beat Officer, Kharkutta (CC), S.W.C.Beat Office, East Garo Hills.
(ix)	Shri. Promod Kr. Hajong.	Soil & Water Conservation Beat Officer, Rongjeng S.W.C.(CC) Beat Office.	-	-	-	-	-	Office of the Soil & Water Conservation Beat Officer, Rongjeng (CC), S.W.C.Beat Office, East Garo Hills.
8 (i)	<u>South Garo Hills.</u> Shri. Willingberth R. Marak.	Assistant Soil & Water Conservation Officer, Baghmara S.W.C.(T) Range.	-	-	-	-	-	Office of the Assistant Soil & Water Conservation Officer, Baghmara (T), S.W.C.Range, South Garo Hills.

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	Name	Designation	STD Code	Phone number		Fax	Email	Address
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1	2	3	4	5	6	7	8	9
(ii)	Shri. H.J.S. Sangma.	Soil & Water Conservation Range Officer, Baghmara, S.W.C. (CC)Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Baghmara (CC), S.W.C.Range, South Garo Hills.
(iii)	Shri. Gujalson K. Sangma.	Soil & Water Conservation Range Officer, Chokpot S.W.C. (CC)Range.	-	-	-	-	-	Office of the Soil & Water Conservation Beat Officer, Chokpot (CC), S.W.C.Range, South Garo Hills.
(iv)	Shri. G.K.Sangma	Soil & Water Conservation Beat Officer, Chokpot S.W.C. (T) Beat Office.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Chokpot (T), S.W.C.Range, South Garo Hills.
(v)	Shri. Endethson R. Sangma.	Soil & Water Conservation Beat Officer, Rongara S.W.C. Beat Office.	-	-	-	-	-	Office of the Soil & Water Conservation Beat Officer, Rongara (T), S.W.C.Beat Office, South Garo Hills.
9. (i)	Ri Bhoi Shri. E. Kharbhih.	Soil & Water Conservation Range Officer, Nongpoh S.W.C.(T) Range.	-	-	-	-	-	Office of the Soil & Water Conservation Range Officer, Nongpoh S.W.C. Range, Ri Bhoi.
(ii)	Shri. I. Kharkamni.	Soil & Water Conservation Range Officer, Marngar S.W.C.(CC) Range.						Office of the Soil & Water Conservation Range Officer, Marngar (CC) S.W.C. Range, Ri Bhoi.
(iii)	Shri. L.P. Sungoh.	Soil & Water Conservation Range Officer, Patharkmah S.W.C. Range.						Office of the Soil & Water Conservation Range Officer, Patharkmah S.W.C. Range, Ri Bhoi.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
1	2	3	4	5	6	7	8	9
(iv)	Shri. A.M.Kharmutee.	Soil & Water Conservation Range Officer, Sonidan S.W.C. Range.						Office of the Soil & Water Conservation Range Officer, Sonidan S.W.C. Range, Ri Bhoi.
(v)	Shri. M.S.Dkhar.	Soil & Water Conservation Beat Officer, Umroi S.W.C. Beat Office.						Office of the Soil & Water Conservation Range Officer, Umroi S.W.C. Beat Office, Ri Bhoi.
10(i).	<u>Jaintia Hills.</u> Shri. D.K. Khonglah.	Assistant Soil & Water Conservation Officer, Jowai S.W.C. (T) Range.						Office of the Assistant Soil & Water Conservation Officer, Jowai (T) S.W.C. Range, Thadlaskein, Jaintia Hills.
(ii)	Shri. S.D.Blah.	Soil & Water Conservation Range Officer, Amlarem S.W.C.(T) Range.						Office of the Soil & Water Conservation Range Officer, Amlarem (T) S.W.C. Range, Jaintia Hills.
(iii)	Shri. M. Sunn.	Soil & Water Conservation Range Officer, Amlarem S.W.C.(CC) Range.						Office of the Soil & Water Conservation Range Officer, Amlarem (CC) S.W.C. Range, Jaintia Hills.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
1	2	3	4	5	6	7	8	9
(iv)	Shri. W. Lyngdoh	Soil & Water Conservation Range Officer, Khliehriat S.W.C. Range.						Office of the Soil & Water Conservation Range Officer, Khliehriat S.W.C. Range, Jaintia Hills.
(ii)	Shri. S.D.Blah.	Soil & Water Conservation Range Officer, Amlarem S.W.C.(T) Range.						Office of the Soil & Water Conservation Range Officer, Amlarem (T) S.W.C. Range, Jaintia Hills.
(iii)	Shri. M. Sunn.	Soil & Water Conservation Range Officer, Amlarem S.W.C.(CC) Range.						Office of the Soil & Water Conservation Range Officer, Amlarem (CC) S.W.C. Range, Jaintia Hills.
(iv)	Shri. W. Lyngdoh	Soil & Water Conservation Range Officer, Khliehriat S.W.C. Range.						Office of the Soil & Water Conservation Range Officer, Khliehriat S.W.C. Range, Jaintia Hills.
(v)	Shri. N.M.Thma.	Soil & Water Conservation Range Officer, Namdong S.W.C. (CC) Range.						Office of the Soil & Water Conservation Range Officer, Namdong S.W.C. (CC) Range, Jaintia Hills.

Sl. No.	Assistant Public Information Officer							
	Name	Designation	STD Code	Phone number		Fax	Email	Address
				Office	Home			
1	2	3	4	5	6	7	8	9
(vi)	Shri. L.Pohktai.	Soil & Water Conservation Range Officer, Lumshnong S.W.C. (T) Range.						Office of the Soil & Water Conservation Range Officer, Lumshnong S.W.C. (T) Range, Jaintia Hills.
(vii)	Shri. B.Laskor.	Soil & Water Conservation Range Officer, Lumshnong S.W.C. (CC) Range						Office of the Soil & Water Conservation Range Officer, Lumshnong S.W.C. (CC) Range, Jaintia Hills.

Chapter 9 (Manual-8)

Procedure followed in Decision Making Process

9-1. What is the procedure followed to take a decision for various matters ? (A reference to Secretariat Manual and Rule of Business Manual, and other rules/regulations etc. can be made).

The procedure followed to take a decision on the following matters are as indicated against each.	
➤ Project plan formulation, Project Reporting etc.	Guidelines and the laid down Implementation, Departmental Procedural norms.
➤ Administrative matters	Fundamental and Subsidiary Rules, etc.
➤ Matters relating to office procedures etc.	Manual of office procedures or Handbook of General Circulars.
➤ Fiscal and Financial Subjects	Budgetary Procedures, Treasury Rules, Financial Rules and Accounts and Procedures, etc

9-2. What are the documented procedures/laid down procedures/defined criteria/rules to arrive at a particular decision for important matters ? What are the different levels through which a decision process moves ?

Matters relating to accord administrative./Financial/technical sanctions by Drawing and Disbursing Officers	Decision is made by referring to the delegation of Financial Power Rules.
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Policy Matters	Rules of Executive Business
Matters relating to Schemes sanctioning etc.	Departmental Committee on Schemes or Planning Department, Finance Department, as the case may be.
Financial subjects not indicated in the DFP Rules or Financial Rules.	Finance Department

Nature of Subject Matters

Policy matter
 E.g. Redesignation of the name of the Department
 Awarding sanction of continuing schemes of the Department

Decision Process Movement

Directorate → Administrative
 Department → Cabinet Affairs
 Department → Cabinet
 Directorate → Administrative Department (In which decision is made by the Departmental committee for scheme clearance. The committee constitutes the Principle Secretary or Commissioner & Secretary as Chairperson and Director of Soil and Water Conservation, Financial Advisor, co-opted member, Planning Officer of Department or Finance & Accounts Officer with the Under Secretary of the Department as Member Secretary)

To accord sanction of new-schemes of the Department

Directorate → Administrative
 Department → Planning and Finance Department

9.3. What are the arrangements to communicate the decision to the public ?

The Divisional Soil & Water Conservation Offices located at the District Hq and the Soil & Water Conservation Range/Beat Offices (Grass-root-level offices) are the channels to pass-on the decisions which are of interest and eligible for the public to know, in accordance with the Act.

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

Directorate	All Officers up to the level of Divisional Soil & Water Conservation Officers
Administrative Department/ Department of the Secretariat	Principal Secretary-Commissioner and Secretary-Director-Under Secretary-Financial Adviser and any other Members who may be co-opted

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

Directorate :	Director
Administrative Department :	Principal Secretary-Commissioner & Secretary
Financial Matters :	Finance and Planning Departments.

Chapter 10 (Manual-9)

Directory of Officers and Employee

1. Divisional Office :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
1	Shri B.M.Sangma	D.S.W.C.O.	0365 1	232303	222400 222496	-	-	Wa-danang (near Don Bosco School), Tura.
2	Shri H.R.Sangma	A.S.W.C.O	-do-	232303	-	-	-	Govt. Quarter, Forest Tilla, Tura.
3	Shri H.M.Marak	Head Asstt	-do-	-do-	232538	-	-	Jail Road, Lower Sunny Hills, New Tura.
4	Shri W.K.Marak	Accountant	-do-	-do-	-	-	-	Lower Hawakhana, Tura
5	Shri A.M.Marak	U.D.A.	-do-	-do-	220470	-	-	Modynagar, Tura
6	Shri J.D.Shira	L.D.A	-do-	-do-	220171	-	-	Te-tengkol, Tura.
7	Shri P.A.Sangma	L.D.A.	-do-	-do-	221106 6	-	-	Danakgre, Tura.
8	Smt N.Ch.Momin	L.D.A.	-do-	-do-	232256	-	-	New Tura.
9	Smt S.Biswas	L.D.A	-do-	-do-	223448	-	-	Hawakhana, Tura
10	Shri C.A.Sangma	SWCFW.	-do-	-do-	232737	-	-	Modynagar, Tura
11	Kri D.G.Momin	SWCFW	-do-	-do-	-	-	-	Govt Quarter, forest Tilla, Tura.
12	Shri Ronjit Sangma	Peon	-do-	-do-	-	-	-	Staff Quarter Complex, Dakkopgre, New Tura
13	Shri J.G.Momin	Peon	-do-	-do-	-	-	-	Dakkopgre, New Tura
14	Shri Nobaram Marak	Jeep Driver	-do-	-do-	232649	-	-	Staff Quarter Complex, Dakkopgre, New Tura
15	Shri Monir Ali	Truck.Driver	-do-	-do-	-	-	-	-do-
16	Shri Tiloksing Marak	Chowkidar	-do-	-do-	-	-	-	Govt Quarter Office Complex, Dakkopgre
17	Shri Clever Marak	Truck.Handy man	-do-	-do-	-	-	-	Staff Quarter Complex, Dakkopgre, New Tura.

2. William Nagar Soil & Water Conservation Cash Crop Range :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
18.	Shri. Augustine N. Sangma.	S.C.Ranger.	03651		232135	-	-	Araimile, Tura., West Garo Hills, Meghalaya.
19.	Shri. Hellickson R. Marak.	S.D.Demonstrator I.	03658	-	-	-	-	Rongbinggre, PO Williamnagar, East Garo Hills, Meghalaya.
20.	Shri. Prothindro R. Marak.	S.C.Field Worker.	03658	-	-	-	-	Williamnagar, East Garo Hills, Meghalaya
21.	Shri. Withindro M. Sangma.	- do -						Rongkon, PO Rongkon West Garo Hills, Meghalaya.
22.	Ihil D Shira	Rubber Tapper	-	-	-	-	-	Chidimit, Namesal.PO Dagal East Garo Hills, Meghalaya

3. Wa:geasi Soil & Water Conservation Cash Crop Range :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
23.	Shri. Overlind K. Marak.	S.C.Ranger.	03651	-	-	-	-	Proper Chandmary, PO Chandmary, (Tura) West Garo Hills, Meghalaya.
24.	Shri. Jastone D. Shira.	S.C.Field Worker.	-	-	-	-	-	Damas PO Damas, East Garo Hills, Meghalaya
25.	Shri. Gillickson Marak.	- do -	-	-	-	-	-	Village & PO Wa:geasi, East Garo Hills, Meghalaya
26.	Shri. Emmanuel Marak.	Rubber Tapper.	-	-	-	-	-	Village Selbalgre PO Rongram, West Garo Hills, Meghalaya

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
27.	Shri. Porondo Sangma.	- do -	-	-	-	-	-	Village & PO Wa·geasi, East Garo Hills, Meghalaya
28.	Shri. Jolminath Marak.	- do -	-	-	-	-	-	Village & PO Kharkuta East Garo Hills, Meghalaya
29.	Shri. Moronsing D. Sangma.	- do -	-	-	-	-	-	Village Depa PO Dainadubi East Garo Hills, Meghalaya
30.	Shri. John Kenedy Sangma	S.D.Demonstrator Jr. I.	-	-	-	-	-	Village & PO Samanda East Garo Hills, Meghalaya

4. Rongjeng Soil & Water Conservation Cash Crop Beat :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
31.	Shri. Promod Ch. Hajong.	S.C.Demonstrator (Sr.)	-	-	-	-	-	Village & PO Okkapara , West Garo Hills, Meghalaya
32.	Shri. Samilson R. Marak.	S.C.Field Worker.	-	-	-	-	-	Village Darugre East Garo Hills, Meghalaya
33.	Shri. Collumbush Momin.	- do -	-	-	-	-	-	Village & PO Rajasimla , East Garo Hills, Meghalaya

5. Bajengdoba Soil & Water Conservation Cash Crop Beat :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
34.	Shri. Joseph Ch. Marak.	S.C.Demonstrator (Sr.)	03639	-	-	-	-	Baghmara, South Garo Hills, Meghalaya
35.	Shri. Nediver A. Sangma.	- do - Jr. I.	-	-	-	-	-	Songsak East Garo Hills, Meghalaya
36.	Shri. Capstone Ch. Marak.	Rubber Tapper.	-	-	-	-	-	Wa:geasi, East Garo Hills, Meghalaya
37.	Shri. Crylline Ch. Sangma.	- do -	-	-	-	-	-	Wa:geasi, East Garo Hills, Meghalaya
38.	Shri. Jayanta Saha.	S.C.Field Worker.	-	-	-	-	-	Williamnagar, East Garo Hills, Meghalaya

6. Kharkutta Soil & Water Conservation Cash Crop Beat :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
39.	Shri. Prosbalsan N. Sangma.	- do -	-	-	-	-	-	Kharkuta East Garo Hills, Meghalaya
40.	Shri. Salwindro G. Momin.	S.C.Demonstrator (Sr.)	-	-	-	-	-	Mangsang, East Garo Hills, Meghalaya
41	Shri. Grendethson G. Momin.	- do -	-	-	-	-	-	Kharkuta East Garo Hills, Meghalaya

7. Danakgre Soil & Water Conservation Cash Crop Range :

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
42	Shri B.D.Sangma.	S.C.R.O.	03651	-	220337	-	-	Niram A·ding, Tura P.O. Chandmari.
43	Shri. Bikatho Sangma.	R/Asstt.	- do -	-	211043	-	-	Danakgre ,Tura P.O.Arai mile.
44	Shri. Makilson Marak.	SCD.(Jr. I)	- do -	-	-	-	-	Mukdangra, P.O.Mukdangra.
45	Shri. Biroy Sangma.	- do -	- do -	-	-	-	-	Selsella Nokatgre P.O.Selsella .
46	Shri. John High Marak.	SCD (Sr.)	- do -	-	-	-	-	Chitoktak ,Tura P.O.Rongkhon.
47	Shri. Ladyson Sangma.	SCD (Sr.)	- do -	-	-	-	-	Belabor (Purakasia)
48	Shri. Robline Areng.	SCD (Jr.I)	- do -	-	-	-	-	Derangitim ,Tura P.O. Rongkhon.
49	Shri. Edward Sangma.	- do -	- do -	-	-	-	-	Reservegitim,Tura P.O.Arai mile
50	Shri. Nikseng Marak.	- do -	- do -	-	-	-	-	K.A.Road, P.O. Chandmari .
51	Shri. Diresh Hajong.	SCD (Jr.II)	-	-	-	-	-	Salpara, P.O. Dalu Barengapara.
52	Shri. Nehru Momin.	SCFW.	-	-	-	-	-	Ramchengga, P.O. Kapisipara .
53	Shri. Ferdinand Marak.	- do -	-	-	211313	-	-	Daranggre (Kerapara)

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
54	Shri. Ellusbirth Sangma.	- do -	-	-	-	-	-	Foultry Farm, Rongkhon .
55	Shri. Lorenzo Marak.	- do -	-	-	-	-	-	Molmigre , P.O. Damalgre .
56	Shri. Samuel Sangma.	Rubber Tapper.	-	-	-	-	-	Ramcheng ga, P.O. Kapisipara .
57	Shri. Lethon Marak.	- do -	-	-	-	-	-	-do -
58	Shri. Prodipson Sangma.	- do -	-	-	-	-	-	Chutipara, P.O.Chuti-para.
59	Shri. Subendro Sangma.	- do -	-	-	-	-	-	Ramcheng ga, P.O.Kapa-sipara.
60	Shri. Bipul Rabha.	- do -	-	-	-	-	-	Kamari, (Tikrikilla)
61	Shri. Ginek Marak.	- do -	-	-	-	-	-	Dumnikur a, P.O. Kapisipara
62	Shri. Ragen Marak.	- do -	-	-	-	-	-	Tebrong- gre, P.O.Rong ram.
63	Shri. Apok Sangma.	- do -	-	-	-	-	-	Rari, P.O. Rari.
64	Shri. Elowance Marak.	- do -	-	-	-	-	-	Araimile, Tura, P.O. Araimile.
65	Shri. Jaksil Marak.	- do -	03651	-	211585	-	-	Damalgre , P.O. Damalgre
66	Shri. Harnamsing Sangma.	Tractor Driver.	-	-	-	-	-	Karkutta, P.O. Karkutta.
67	Shri. Armiston Sangma.	Tractor Handyman.	-	-	-	-	-	Goramara, P.O. Garobadha.
68	Shri. Pheren Marak.	Rubber Tapper.	-	-	-	-	-	Dambuk Aga, P.O. Dambuk Aga .

8. Dadenggre Soil & Water Conservation Cash Crop Beat.

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
69	Shri J.S.Sangma.	S.C.D.(Sr.)	94361	-	12429	-	-	St. Xavier School Tura, R.C.Road, W/Garo, Hills.
70	Shri. Hemush Sangma.	S.C.D.(Sr.)	-	-	-	-	-	Vill. Baispara. P.O. Garodobha, West Garo Hills.
71	Shri. Kularanjan Barman,	S.C.D.(Jr.)	95365 0	-	225385	-	-	Vill. Kathalbari P.O. Tikrikilla, W/Garo Hills.
72	Shri. Salmen Marak,	S.C.D.(Jr.)	95365 1	-	211534	-	-	Vill. Daldagre, P.O. Araimile, W/Garo Hills.
73	Shri. Krenithson Marak,	R/Tapper.	-	-	-	-	-	Vill. Thebronggre P.O. Rongram, W/Garo Hills.
74	Shri. Modi Marak,	R/Tapper.	-	-	-	-	-	Vill. Waram Songma P.O. Rongram, W/Garo Hills.
75	Shri. Dingseng Sangma,	R/Tapper.	-	-	-	-	-	Vill. Jewilgre, P.O. Mukdangra W/Garo Hills.
76	Shri. Jishon Marak,	S.C.F.W.	-	-	-	-	-	Vill. Dobetkolgre, P.O. William Nagar.

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
77	Shri. Lellison Sangma,	S.C.F.W.	-	-	-	-	-	Vill. Rongram, P.O. Rongram, W/Garo Hills.
78	Shri. Shemble Marak,	S.C.D.(Jr.)	-	-	-	-	-	Vill. Demdema, P.O. Machangpani, W/Garo Hills.

9. Ampati Soil & Water Conservation Cash Crop Beat:

Sl. No	Name	Designation	STD code	Phone No,		Fax	Email	Address
				Office	Home			
79	Shri. S.M.Marak.	S.W.C.D. (Sr.)	03650	-	226249	-	-	Selsella, P.O. Selsella.
80	Shri. B.Ch.Marak.	S.W.C.D. (Jr.)	-	-	-	-	-	Sasatgre, P.O. Rongrengre.
81	Shri. B.R.Marak.	S.W.C.D. (Jr.)	-	-	-	-	-	Forest Tilla, Tura.
82	Shri. D.A.Sangma.	S.W.C.D. (Sr.)	03650	-	226214	-	-	Selsella, P.O. Selsella.
83	Shri. A.K.Marak.	S.W.C.F.W.	-	-	-	-	-	Batabari, P.O. Rajabala.
84	Shri. N.M.Marak.	S.W.C.F.W.	-	-	-	-	-	Hatisil P.O. Ampati.
85	Shri. M.Ch.Marak.	S.W.C.R.T.	-	-	-	-	-	Kalaichar para., P.O. Kalaichar
86	Shri. U.Kr. Hajong.	S.W.C.R.T.	-	-	-	-	-	Marahali para. P.O. Kalaichar
87	Shri Gautam R Sangma		SWC FW	-	-	-	-	Bollonggre PO Kalaichar

The monthly remuneration received by each of its Officers and employees, including the System of Compensation as Provided in Regulations.

11. 1. Please provide information in the following format .

<i>Sl. No.</i>	<i>DIRECTORY</i>		<i>Monthly remuneration received by each Officer & employees .</i>						
	<i>Names</i>	<i>Designation.</i>	<i>Pay</i>	<i>H.A.</i>	<i>HR.A</i>	<i>D/A. @ Rs.68 %</i>	<i>M.A.</i>	<i>Total</i>	<i>Remarks.</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
1.	Shri. B.M.Sangma.	Divisional Officer	12,200.00	130.00	975.00	8,296.00	350.00	21,951.00	
2.	Shri. H.R.Sangma.	A.S.C.O.	8,180.00	130.00	750.00	5,562.00	350.00	14,972.00	
3.	Shri. Heuberth M. Marak.	Head-Asstt.	6,670.00	130.00	600.00	4,536.00	350.00	12,286.00	
4.	Shri. Winvery K. Marak.	Accountant.	5,870.00	130.00	600.00	3,992.00	350.00	10,942.00	
5.	Shri. Arnathson M. Marak.	U.D.Asstt.	5,455.00	130.00	600.00	3,709.00	350.00	10,244.00	
6.	Smt. Sikha Biswas.	L.D.Asstt.	4,080.00	130.00	500.00	2,774.00	350.00	7,834.00	
7.	Smt. Nancy Ch. Momin.	- do -	3,840.00	130.00	500.00	2,611.00	350.00	7,431.00	
8.	Shri. Jobillyne D. Shira.	- do -	3,760.00	130.00	500.00	2,537.00	350.00	7,297.00	
9.	Shri. Pollindra A. Sangma.	Range Assistant.	4,080.00	130.00	500.00	2,774.00	350.00	7,834.00	
10.	Shri. Crepalsing A. Sangma.	S.C.Field Worker.	2,650.00	130.00	500.00	1,802.00	350.00	5,432.00	
11.	Smt. Dressina G. Momin.	- do -	2,650.00	130.00	500.00	1,802.00	350.00	5,432.00	
12.	Shri. Monir Ali .	Truck Driver.	5,060.00	130.00	-	3,441.00	350.00	8,981.00	
13.	Shri. Clever Marak	Truck H/man.	3,550.00	130.00	-	2,414.00	350.00	6,444.00	
14.	Shri. Johnwill Momin.	Office-Peon.	3,320.00	130.00	500.00	2,258.00	350.00	6,558.00	
15.	Shri. Ronjith Sangma.	- do -	2,680.00	130.00	-	1,822.00	350.00	4,982.00	
16.	Shri. Tilloksing Marak.	Chowkidar.	2,780.00	130.00	-	1,890.00	350.00	5,150.00	
17.	Shri. Nobaram Marak.	Gypsy - Driver.	3,450.00	130.00	-	2,346.00	350.00	6,276.00	
18.	Shri. Augustine N. Sangma.	S.C.Ranger.	6,200.00	130.00	-	4,216.00	350.00	10,896.00	
19.	Shri. Hellickson R. Marak.	S.D.Demonstrator I.	4,160.00	130.00	375.00	2,829.00	350.00	7,844.00	
20.	Shri. Prothindro R. Marak.	S.C.Field Worker.	3,850.00	130.00	375.00	2,618.00	350.00	7,323.00	
21.	Shri. Withindro M. Sangma.	- do -	3,250.00	130.00	375.00	2,210.00	350.00	7,315.00	
22.	Shri. Ihil D. Shira.	Rubber Tapper.	3,500.00	130.00	375.00	2,380.00	350.00	6,735.00	
23.	Shri. Overlind K. Marak.	S.C.Ranger.	5,750.00	130.00	500.00	3,910.00	350.00	10,640.00	
24.	Shri. Jastone D. Shira.	S.C.Field Worker.	4,130.00	130.00	375.00	2,808.00	350.00	7,793.00	
25.	Shri. Gillickson Marak.	- do -	3,990.00	130.00	375.00	2,713.00	350.00	7,558.00	

<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
26.	Shri. Emmanuel Marak.	Rubber Tapper.	4,130.00	130.00	375.00	2,808.00	350.00	7,793.00	
27.	Shri. Porondo Sangma.	- do -	4,130.00	130.00	375.00	2,808.00	350.00	7,793.00	
28.	Shri. Jolminath Marak.	- do -	3,570.00	130.00	375.00	2,428.00	350.00	6,853.00	
29.	Shri. Promod Ch. Hajong.	S.C.Demonstrator (Sr.)	5,065.00	130.00	-	3,444.00	350.00	8,989.00	
30.	Shri. Samilson R. Marak.	S.C.Field Worker.	3,450.00	130.00	375.00	2,346.00	350.00	6,651.00	
31.	Shri. Collumbush Momin.	- do -	2,950.00	130.00	-	2,006.00	350.00	5,436.00	
32.	Shri. Joseph Ch. Marak.	S.C.Demonstrator (Sr.)	5,065.00	130.00	500.00	3,444.00	350.00	9,489.00	
33.	Shri. Nediver A. Sangma.	- do - Jr. I.	3,750.00	130.00	375.00	2,550.00	350.00	7,155.00	
34.	Shri. Capstone Ch. Marak.	Rubber Tapper.	4,130.00	130.00	375.00	2,808.00	350.00	7,793.00	
35.	Shri. Crylline Ch. Sangma.	- do -	2,800.00	130.00	375.00	1,904.00	350.00	5,559.00	
36.	Shri. Prosbalsan N. Sangma.	- do -	2,950.00	130.00	375.00	2,006.00	350.00	5,811.00	
37.	Shri. Salwindro G. Momin.	S.C.Demonstrator (Sr.)	4,965.00	130.00	-	3,376.00	350.00	8,821.00	
38.	Shri. Grendethson G. Momin.	- do -	4,340.00	130.00	375.00	2,951.00	350.00	8,146.00	
39.	Shri. Moronsing D. Sangma.	- do -	4,340.00	130.00	375.00	2,951.00	350.00	8,146.00	
40.	Shri. John Kenedy Sangma.	- do - Jr. I.	4,250.00	130.00	375.00	2,890.00	350.00	7,995.00	
41.	Shri. Jayanta Saha.	S.C.Field Worker.	2,900.00	130.00	375.00	1,972.00	350.00	5,727.00	
42.	Shri. Bestone D. Sangma.	S.C.Ranger.	6,840.00	130.00	-	4,651.00	350.00	11,971.00	
43.	Shri. Bikatho Ch. Sangma.	Range Assistant.	4,080.00	130.00	-	2,774.00	350.00	7,334.00	
44.	Smt. Jaksil Ch. Marak.	Rubber Tapper.	2,650.00	130.00	375.00	1,802.00	350.00	5,307.00	
45.	Shri. Makilson Marak.	S.C.Demonstrator I.	4,250.00	130.00	375.00	2,890.00	350.00	7,995.00	
46.	Shri. Biroy B. Sangma.	- do -	4,250.00	130.00	375.00	2,890.00	350.00	7,995.00	
47.	Shri. John High Marak.	- do -	3,840.00	130.00	375.00	2,611.00	350.00	7,306.00	
48.	Shri. Diresh Hajong.	- do - II	4,375.00	130.00	375.00	2,975.00	350.00	8,205.00	To be retired on 31 st Jan./2006.
49.	Shri. Nehru Momin.	S.C.Field Worker.	4,375.00	130.00	-	2,975.00	350.00	7,830.00	
50.	Shri. Ferdinand Marak.	- do -	3,130.00	130.00	375.00	2,128.00	350.00	6,113.00	
51.	Shri. Collumbush R. Marak.	- do -	3,500.00	130.00	375.00	2,380.00	350.00	6,735.00	
52.	Shri. Ellusbirth A. Sangma.	- do -	2,900.00	130.00	375.00	1,972.00	350.00	5,727.00	
53.	Shri. Samuel Sangma.	Rubber Tapper.	4,225.00	130.00	375.00	2,873.00	350.00	7,953.00	
54.	Shri. Subendro Sangma.	- do -	3,570.00	130.00	375.00	2,428.00	350.00	6,853.00	

<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
55.	Shri. Bipul Rabha.	Rubber Tapper.	3,570.00	130.00	375.00	2,428.00	350.00	6,853.00	
56.	Shri. Prodipson Sangma.	- do -	3,710.00	130.00	375.00	2,523.00	350.00	7,088.00	
57.	Shri. Pheren Marak.	- do -	3,500.00	130.00	375.00	2,380.00	350.00	6,735.00	
58.	Shri. Ginek Marak.	- do -	3,570.00	130.00	375.00	2,428.00	350.00	6,853.00	
59.	Shri. Lethon Marak.	- do -	3,690.00	130.00	375.00	2,509.00	350.00	7,054.00	
60.	Shri. Ragen Marak.	- do -	2,950.00	130.00	375.00	2,006.00	350.00	5,811.00	
61.	Shri. Ellorence Marak.	- do -	2,950.00	130.00	375.00	2,006.00	350.00	5,811.00	
62.	Shri. Apok Sangma.	- do -	2,950.00	130.00	375.00	2,006.00	350.00	5,811.00	
63.	Shri. Harnamsing Sangma.	Tractor Driver.	3,450.00	130.00	-	2,346.00	350.00	6,651.00	
64.	Shri. Armistone T. Sangma.	Tractor H/man.	2,440.00	130.00	375.00	1,659.00	350.00	4,954.00	
65.	Shri. Ladyson Sangma.	S.C.Demonstrator (Sr.)	4,250.00	130.00	375.00	2,890.00	350.00	7,995.00	
66.	Shri. Robline Areng.	- do - Jr. I.	3,920.00	130.00	375.00	2,666.00	350.00	7,441.00	
67.	Shri. Edward Sangma.	- do -	3,240.00	130.00	375.00	2,203.00	350.00	6,298.00	
68.	Shri. Nikseng Marak.	- do -	3,240.00	130.00	375.00	2,203.00	350.00	6,298.00	
69.	Shri. Lorenzo Marak.	S.C.Field Worker.	2,900.00	130.00	375.00	1,972.00	350.00	5,727.00	
70.	Shri. Kularanjan Burman.	S.C.Demonstrator Jr. I.	4,160.00	130.00	375.00	2,829.00	350.00	7,844.00	
71.	Shri. Salmen Marak.	- do -	3,240.00	130.00	375.00	2,203.00	350.00	6,298.00	
72.	Shri. Shemble Marak.	- do -	3,240.00	130.00	375.00	2,203.00	350.00	6,298.00	
73.	Shri. Jishon Marak.	S.C.Field Worker.	3,920.00	130.00	375.00	2,666.00	350.00	7,441.00	
74.	Shri. Krenithson Marak.	Rubber Tapper.	3,670.00	130.00	375.00	2,496.00	350.00	7,021.00	
75.	Shri. Dingseng Sangma.	- do -	2,950.00	130.00	375.00	2,006.00	350.00	5,811.00	
76.	Shri. Modi Marak.	- do -	2,950.00	130.00	375.00	2,006.00	350.00	5,811.00	
77.	Shri. Jellie Crover S. Sangma.	S.C.Demonstrator (Sr.)	4,965.00	130.00	-	3,376.00	350.00	8,821.00	
78.	Shri. Hemush Sangma.	- do -	4,340.00	130.00	375.00	2,951.00	350.00	8,146.00	
79.	Shri. Lellison Sangma.	S.C.Field Worker.	2,900.00	130.00	375.00	1,972.00	350.00	5,727.00	

<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>	<i>9</i>	<i>10</i>
80.	Shri. Surendro Marak.	S.C.Demonstrator (Sr.)	5,385.00	130.00	-	3,662.00	350.00	9,527.00	
81.	Shri. Ballendro Marak.	- do - Jr. I.	4,160.00	130.00	-	2,820.00	350.00	7,469.00	
82.	Shri. Bharat Bhusan Marak.	- do -	3,240.00	130.00	375.00	2,203.00	350.00	6,298.00	
83.	Shri. Admirald Marak.	S.C.Field Worker.	3,850.00	130.00	375.00	2,618.00	350.00	7,323.00	
84.	Shri. Nanjeng Marak.	- do -	2,900.00	130.00	375.00	1,972.00	350.00	5,727.00	
85.	Shri. Mithson Marak.	Rubber Tapper.	4,130.00	130.00	375.00	2,808.00	350.00	7,418.00	
86.	Shri. Uttom Kr. Hajong.	- do -	2,850.00	130.00	-	1,938.00	350.00	5,268.00	
87.	Shri. Donesh A. Sangma.	S.C.Demonstrator I.	3,240.00	130.00	-	2,203.00	350.00	5,923.00	
88.	Shri. Gautam R. Sangma.	S.C.Field Worker.	2,900.00	130.00	-	1,972.00	350.00	5,352.00	

Chapter 12 (Manual-11)

**The Budget Allocated to each Agency (Particulars of all plans, proposed expenditures and reports on disbursement made).
For Public Authorities responsible for development, construction, technical works.**

12.1. Please provide information about the details of the Budget for different activities under different schemes in the given format.

Year 2004-2005 :-

Sl. No.	Name of the Scheme /Head	Activity	Starting date of the activity	Planned end date of the activity	Proposed Amount	Amount Sanctioned - need	Amount released/disbursed (no. of instalments)	Actual expenditure For the last year.	Responsible officer for the quality and the complete execution of the work
1	2	3	4	5	6	7	8	9	10
1	2402-Soil & Water Conservation. 001- Direction & Administration 08 – Cash Crop Division :	1. Salaries, etc. 2. Wages. 11. TA, Con. All. 13. Off. Expenses 16. Publication 26. Adv Sales etc. 50. Other Charges 51. Moter Vehicles	Apr, 2004 -do- -do- -do- -do- -do- -do- -do-	Mar, 2005 -do- -do- -do- -do- -do- -do- -do-	12,84,500-00 63,000-00 55,000-00 63,000-00 10,000-00 17,000-00 8,000-00 65,000-00	12,78,743-00 63,000-00 55,000-00 63,000-00 10,000-00 17,000-00 8,000-00 65,000-00	12 12 4 4 4 4 4 4	12,78,743-00 63,000-00 55,000-00 63,000-00 10,000-00 17,000-00 8,000-00 65,000-00	Divisional Soil & Water Conservation Officer, Tura Soil & Water conservation Cash Crop Division.
	Total of (001)-08 : -	-	-	-	15,65,500-00	15,65,500-00	-	15,59,743-00	-
2	102-Soil Conservation Works in General Areas: (09)- Cash/Horticultural Crops Development Works:	21. Materials & Supplies. 27.Minor Works/ Maintenance. 31. Subsidy	-do- -do- -do-	-do- -do- -do-	10,000-00 3,44,255-00 11,000-00	10,000-00 2,63,846-00 5,659-00	4 4 4	10,000-00 2,63,846-00 5,659-00	-do- -do- -do-
	Total of 102 – (09) : -	-	-	-	3,67,255-00	2,81,505-00	-	2,81,505-00	
3	800- Other Expenditures :- 02. Construction of Departmental Non-Residential Buildings.	27. Minor Works/ Maintenance.	-do-	-do-	1,50,000-00	25,000-00	1	25,000-00	-do-
	Total of (02) : -	-	-	-	1,50,000-00	25,000-00	-	25,000-00	

4.	800- Other Expenditures :- (03)- Jhum Control Scheme:	21. Material & Supplies.	-do-	-do-	25,000-00	25,000-00	1	25,000-00	-do-
		27. Minor Works/ Maintenance.	-do-	-do-	5,00,964-00	1,87,640-00	4	1,87,640-00	-do-
		31. Subsidy.	-do-	-do-	33,700-00	11,701-00	3	11,701-00	-do-
	Total of (03) : -	-	-	-	5,64,664-00	2,29,341-00	-	2,29,341-00	
5.	800- Other Expenditures : - (04)Watershed Management: (009)-Cash/Horticultural Crops Development Works.	21. Material s & Supplies.	-do-	-do-	10,000-00	10,000-00	1	10,000-00	-do-
		27. Minor Works/ Maintenance.	-do-	-do-	1,49,461-00	1,48,795-00	4	1,48,795-00	-do-
	Total of (04) : -	-	-	-	1,49,461-00	1,48,795-00	-	1,48,795-00	
	Total of 800 : -	-	-	-	8,89,125-00	4,03,136-00	-	4,03,136-00	
	Total of 2402 : -				28,21,880-00	22,44,384-00	-	22,44,384-00	

Chapter 13 (Manual-12)

The Manner of Execution of Subsidy Programmes

13.1. Please provide the information as per the following format :

- Name of Programmes/Scheme :-

- 1. 102-General Areas Development :-**
(09) - Cash/Horticultural Crops Development Works.
- 2. 800-Other Expenditures :-**
 - i) (03) - Jhum Control Scheme :
(002) - Cash/Horticultural Crops Development Works
 - ii) (04) - Watershed Management :
(009) - Cash/Horticultural Crops Development Works
- Duration of the Programme/Scheme :-

Duration of the Programme depends on the Crop and basis of development of the area.

They may be :-

- 5 years for Cashew,
- 5 years for Coffee,
- 6 years for Citrus, and,
- 8 years for Para Rubber etc.

- Objective of the Programme : -
 - To combat the prevalent un-sustainable agricultural practices namely, jhum/bun cultivation
 - To dissipate surface run-off and further soil loss.
 - To provide better prospects for assured remunerative income from their holdings.
 - To create a conducive, eco-friendly and peoples' friendly environment for weaning away jhum/bun cultivators
- Physical and Financial Targets of the Programme (for the last year – 2004-05) : -

Sl. No	Name of Scheme with code No. of Head	Physical Target	Financial Target
1.	102 – General Areas Development : - (09) - Cash/Horticultural Crops Development Works :- <u>Subsidy Plantation</u> : - a) Cashew - - - -	2·887 hectare	Rs. 5,659·00
2.	800 – Other Expenditures :- (03) – Jhum Control Scheme : - (002) - Cash/Horticultural Crops Development Works :- <u>Subsidy Plantation</u> : - a) Cashew - - - -	5·97 hectare	Rs. 11,701·00

- Eligibility of Beneficiary :-
 - Recognized individuals/groups residing permanently in the area/village to be certified- by the Nokma/Headman as a proof who are willing to pursue for subsistence/ ready to take up new occupation after the department hands over the farming activity back to the individual/group.
 - Subject to field verification and enquiry to be conducted by the Divisional Soil & Water Conservation Officer, Cash Crop Division for feasibility/viability of the programme.

- Pre-requisites for the benefit : -
Choice of area for implementation of the above-mentioned Schemes depends on :
 - Status of the area and,
 - Economy of living.

- Procedure to avail the benefits of the Programme :-
 - By applying to the Divisional Soil & Water Conservation Officer, Cash Crop Division on a plain paper.

- Criteria for deciding eligibility : -
 - Production of land ownership documents issued by a competent authority (Nokma or the District Council depending on the case),
 - Absence of dispute in the possession of the specific land,
 - Ready to take up the occupation with a determination,
 - Capability to maintain the farming activities after the hand over by the department.
 - Economy of living and,
 - Obtainig the“Deed of Agreement.”

- Detail of the benefits given in the Programme(also mention the amount of subsidy or other help given) : -
Excerpts of Departmental Norms for Developmental works are shown below which serves as a guideline for all the activity and benefits in the programme under subsidy. They are : -

PER HECTARE NORM FOR HORTICULTURE (CITRUS & TEMPERATE FRUITS.)

SUBSIDY SCHEME

SPACING- 6m X 5m

No. of Plants -Ha- 334 Nos.

Sl. No.	Particular of Works.	Citrus.	Temperate Fruits.	Remarks.
1	2	3	4	5

PREMILINARY WORKS (1st Year of works).

1. Survey and demarcation. By staff and farmers.
2. Jungle clearance, collection of debris and burning etc. By farmers.

3. Alignment and staking including collection of stakes.	By field staff & farmers.		
4. Digging of pits 334 Nos.(45cm x 45cm x 45cm) each and by the Department @ 50 %-only and the other 50 % - to be become by the beneficiaries.	Rs.1336.00	Rs.1336.00	
5. Fencing with local earthen bunds with vegetative hedges/bamboos (80%) subsidy.	Rs.2000.00	Rs.2000.00	
6. Construction of inspection paths.	By farmers.		
Total preliminary Year	Rs.3336.00	Rs.3336.00	

First year of planting (Creation Year)			
1. Cost of seedlings Rs.6.00/-each for citrus seedlings and Rs. 12.00/- each for temperate fruit seedlings full subsidy contribution by the Department.	Rs.2004.00	Rs.4008.00	
2. Cost of fertilizer & application cost. 50% contribution by the Department.	Rs. 150.00	Rs. 150.00	
3. Planting of seedlings.	By farmers.		
4. Weeding 2 times including 50% soil working & mulching (50%).	Rs. 1875.00	Rs. 1875.00	
5. Plant protection and lime washing including cost of chemicals 50% contribution by the Department.	Rs. 75.00	Rs. 75.00	
6. Fire protection and inspection path maintenance.	By farmers.		
Total of 1st year of Planting :-	Rs. 4104.00	Rs. 6108.00	
<u>Second year of planting (1st Year maintenance)</u>			
1. 10% vacancy filling including cost of seedlings Departmental contribution for all full cost of seedling only.	Rs. 204.00	Rs. 408.00	
2. Weeding 3 times including hoeing and leaf mulching 50% contribution by the Department.	Rs. 2125.00	Rs. 2125.00	
3. Plan protection measures 50% contribution by the Department.	Rs. 75.00	Rs. 75.00	
4. Cost of fertilizers including application cost. 50% contribution by the Department.	Rs. 350.00	Rs. 350.00	

5. Fire protection and inspection paths maintenance.

By farmer.

Total of 2nd year of Planting	Rs.2754.00	Rs.2958.00
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1	2	3	4	5
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1. 3rd Year of Planting (2nd Year of maintenance)

1. Weeding 3 times including hoeing and leaf mulching. 50% contribution by the Department. Rs. 2125.00 Rs.2125.00

2. Cost of fertilizer including application cost. 50% contribution by the Department. Rs. 350.00 Rs. 350.00

3. Plant protection and lime washing including cost of chemicals 50% contribution. Rs. 75.00 Rs. 75.00

4. Fire protection and inspection path maintenance.

By Farmers.

Total of 3 rd Year of Planting :-	Rs. 2550.00	Rs. 2550.00
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Maintenance for the 4th Year of Planting shall be the same as for 3rd Year.

5th Year of Planting

Citrus

Temperate.

1. Weeding 2 times including hoeing mulching (50%) Rs.1875.00 Rs.1875.00

2. Cost of fertilizer including application cost (50%) Rs. 350.00 Rs. 350.00

3. Plant protection chemicals including application cost (50%) Rs. 75.00 Rs. 75.00

4. Fire protection and maintenance of inspection paths.

By Farmer.

Total 5 th year of Planting :	Rs. 2300.00	Rs.2300.00
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* Maintenance from 6th Year onward will be the same as maintenance cost for 5th Year Plantation.

* Temperate fruits species to be handed over at the end of the 4th Year of Planting.

* Citrus fruit species to be handed over at the end of the 7th Year of planting or earlier depending on the capacity of the beneficiaries to maintain the plantations.

NORM FOR SUBSIDY SCHEME FOR RAISING **RUBBER PLANTATION** BY INDIVIDUAL FARMERS.

@ Rs.50/- Per Manday.

Spacing :- 6' 6m x 3.3m (22' ft x 11'ft).

Nos of plants per hectare :- 450 Nos.

Schedule of Operation and cost (Per Hec. Of plantation) preliminary Year.

1. Survey of demarcation by farmers and department agency.
2. Clear falling and removal of stumps etc. by beneficiaries.
3. Half moon terracing including digging of pits @ Rs. 1800/- Rs. 8/- each (50%).
4. Collection of stake and staking by beneficiaries.

5. Local fencing cost @ Rs.2500/- per ha (80%) subsidy 2000/-

Total for preliminary year.

Rs. 3800/-

1st Year of Planting :

1. Manuring and filling in of pits in April - 450 Nos = Farmers contributions.
2. Cost of fertilizers including application cost (50%) = Rs. 350/-
3. Raising of cover crops = Farmers contribution.
4. Planting of Rubber stumps to clear weeding including hoeing mulching (50%) = Rs. 1875/-
5. Plant protection measure including cost of chemicals @ Rs. 50% contribution by State. = Rs. 125/-
6. Fire protection measures by farmers = farmers contribution.

= Rs. 2350/-

2nd Year of Planting :

1. Vacancy filling with above fertilizers application in April/May @ Rs.225 gm per plant (10:4:1:5) = Farmers contribution.
2. 3 times clear weeding including hoeing & mulching 50% contribution by the Department and rest by the Farmers 75/- per mandays. = Rs. 2375/-
3. Application of fertilizers @ Rs.450 gms plants (10:10:4:1:5) in Oct./Nov. 50% contribution by farmers = Farmers contribution.
= Rs. 350/-
4. Cost of fertilizers including application. = Rs. 350/-
5. Application of insecticides including cost of chemicals (50%) contribution . = Rs. 125/-
6. Fire protection measures by farmers. = Farmers contribution.

Total : Rs.2850/-

3rd Year of Planting :-

1. Application of fertilizers @ 450 gms per plant (10:10:4:15) in April/May. = Farmers contribution.
2. Three times weeding including hoeing and mulching by Department. @ (50%). = Rs.2375/-
3. Application of insecticide including cost of chemical and white washing (50%). =Rs. 150/-

4. Cost of fertilizers including application cost (50%). = Rs. 450/-
 5. Fire protection measures. = Farmers contribution.

 =Rs. 2,975/-

4th Year of Planting :-

1. Soil working and application fertilizers in April/May @ 450 gms per plants. = Farmer contribution.
 2. Soil working in Sept/Oct. and application of fertilizers @450 gms per plants (10:10:4:1:5) (50%) contribution by State. – do -
 3. Cost of fertilizers including application cost . = Rs. 350/-
 4. Weeding 3 times including hoeing and mulching 50 contribution by state. = Rs. 2375/-
 5. Application of insecticide including cost of chemical and white washing L.S. (50%) contribution. = Rs. 150/-
 6. Fire protection measures. = Farmers contribution.
 7. Repairs of fencing. – do -

Total :- Rs. 2,875/-

5th Year of Planting :-

Same as 4th Year Rs. 2,875/-

6th Year of Planting :-

Operation same in 5th Year. Rs.2,875/-

7th Year of Planting :-

Operation same in 5th Year . Rs.2,875/-
 Adding tapping cost L.S. Rs.2,000/-

 Total : Rs. 4,875/-

Planting materials to be supplied from the Departmental nurseries/Provision in the scheme.
 Rubber plantation to be handed over at the end of the 7th year of planting to the beneficiaries extension upto a maximum of 3 years may be considered if the beneficiaries is not in the position to take over the plantation.

ABSTRACT OF AMOUNT OF SUBSIDY.(RUBBER)

Stage of Plantation	8th Five Year Plan @ Rs. 25/- Per Manday	9th Five Year plan @ Rs.50/- Per Manday.
Preliminary Year	Rs. 3,850/-	Rs. 3,800/-
1 st year of planting	Rs. 8,465/-	Rs. 2,350/-
2 nd year of planting	Rs. 2,365/-	Rs. 2,850/-
3 rd year of planting	Rs. 3,015/-	Rs. 2,975/-
4 th year of planting	Rs. 1,990/-	Rs. 2,875/-
5 th year of planting	Rs. 2,190/-	Rs. 2,875/-
6 th year of planting	Rs. 2,190/-	Rs. 2,190/-
7 th year of planting	Rs. 4,190/-	Rs. 4,875/-
Total :-	Rs.28,255/-	Rs.25,475/-

Subsidy 58.83 % .

NORM FOR THE NINTH FIVE YEAR PLAN (CASHEWNUT SUBSIDY)

Spacing – 6.09m x 6.09m (20ft x 20ft)

Number of plant per hectare 270 Nos.

Preliminary Works.

1. Survey and demarcation.	By farmers & staff of the Soil Conservation Department.
2. Jungle clearance, debris-collection burning etc.	By Farmers.
3. Alignment and staking .	By farmer and staff.
4. Digging of pits 270 Nos including (45cm x 45cm x 45cm) @ Rs. 3/- per pits. Construction of half moon terrace @ Rs.8/- each (50%).	Rs. 1080/-
5. Local fencing (80%).	Rs. 2000/-
6. Construction of inspection path and fire protection measures.	By Farmers.
Total of preliminary year :-	Rs. 3080/-

First Year Planting (creation Year).

1. Cost of planting materials including carriage @ Rs. 20/- per kg for 3 kgs of seeds (full contribution by the Department).	Rs. 60/-
2. Cost of fertilizers including application cost (50%)	Rs. 150/-
3. Refilling of pits by top soil mixed with manure.	By farmers.
4. Dibbling of seeds including hoeing mulching .	By farmers.
5. Weeding -2- times (50% contribution by the Department).	Rs.1750/-
6. Fire protection works and inspection path maintenance.	By farmers.
Total of 1st Year of planting. :-	Rs. 1960/-

2nd Year of plantation (1st year of maintenance).

1. Refilling of vacancies, estimates 20/-casualty including cost of seeds.	Rs. 150/-
2. Weeding -3 times 50% contribution by Department.	Rs. 2250/-
3. Hoeing and leaf mulching during Oct./November.	By farmers.

4. Fire protection measures etc. cost of fertilizers including application cost (80%).	Rs. 150/-
Total of 2nd Year of planting 1st Year of maintenance.	Rs. 2550/-

3rd Year of planting (2nd Year Maintenance.)

1. Weeding 2 times (25 mds each) 50%	Rs. 2250/-
2. Hoeing and leaf mulching during Oct./November.	By farmers.
3. Fire Protection works etc.	By farmers
4. Cost of fertilizers including application cost (50%).	Rs. 150/-
Total of 3rd Year of Planting.	Rs. 2400/-

Fourth Year of planting – Maintenance cost same as 3 rd Year of planting.	Rs. 2400/-
Fifth Year of planting . –do-	Rs. 2400/-

Cashew plantation (Subsidy) to be handed over back to the beneficiaries after the end of 5th Year planting.

- Procedure for the distribution of the subsidy :-

After confirming necessary requisites mentioned in criteria for deciding eligibility following procedure is followed :

- Inspection and field verification done to see feasibility and viability of the programme,
- Necessary preliminary work should be done,
- On the basis of the progress of the work, } Continuity of the programme depends on
- On satisfying them quality of work. } These factors.

- Where to apply or whom to contact in the office for applying : -
- Contact may be made either to nearest Soil & Water Conservation Range/Beat or Division Office,
- Application may be addressed to Divisional Office but submitted through the Range/Beat Office.

- Application fee (where applicable) : -

Application fee is nil for applying for the benefit.

- Other fees (where applicable) : -
Nil (not 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)

Pattern/format, an applicant is required to follow for application may be : -

- Heading (Address to Divisional Officer through Range/Beat Officer)
- Subject (Assistance required from the Department if relevant to the Department's activity)
- Main text which should be clearly and legibly written what type of assistance is required from the Department and should be relevant to the Department's activity to be included in the Scheme. Location of the area should also be stated clearly along with area involved.

- Closing of Application should be signed, full name and address stated clearly
- List of Attachments (certificates/documents) : -
 - Land possession document issued by Nokma/Headman or District Council,
 - No objection certificate issued by Nokma/Headman,
 - Deed of Agreement.
- Format of Attachments : -

There is no hard and fast rule for attachments but list given in attachment if followed will be appropriate.
- Where to contact in case of process related complaints : -

Range/Beat Officer at grass-root level and Divisional Soil & Water Conservation Officer in District level.
- Details of the available fund (At various levels like District level, Block level etc.) : -

Divisional Officer at District level	} Depending on one's convenience
Range Officer at Grass-root level	

Statement Showing beneficiaries in the given format for Chapter 13-1

Sl. No./ Code	Beneficiary Name	Amount of subsidy	Parents/ Guardians	Criteria of selection	Address			
					District	City	Town/Village	House No.
1	2	3	4	5	6	7	8	9
	<u>Danakgre Range :</u>							
1	Shri Nenga Marak	Rs. 1,960-00	Self	Interest	West Garo Hills.	-	Indikgre	-
2	Shri kalenson Marak	Rs. 1,739-00	-do-	-do-	-do-	-	Wakka Ka-magre	-
3	Shri Ronseng Sangma	Rs. 980-00	-do-	-do-	-do-	-	Dajong Belalgre	-
4	Smt Meyanora Momin	Rs. 980-00	-do-	-do-	-do-	-	Rong-bakgre	-
	<u>Ampati Beat :</u>							
1	Shri Janggin Sangma	Rs. 980-00	-do-	-do-	-do-	-	Wa-tegre	-
2	Shri Rongman Marak	Rs. 980-00	-do-	-do-	-do-	-	Shira Gittim	
3	Shri Mingja Marak	Rs. 980-00	-do-	-do-	-do-	-	Salampara	-
4	Shri Takong Sangma	Rs. 980-00	-do-	-do-	-do-	-	Radanpara	-
5	Shri Nepor Marak	Rs. 980-00	-do-	-do-	-do-	-	Gongrapara	-
6	Shri Nanagjin Marak	Rs. 980-00	-do-	-do-	-do-	-	Kongbangpara	-
7	Smt Sanme Sangma	Rs. 980-00	-do-	-do-	-do-	-	Masalgre	-
8	Shri Najing Sangma	Rs. 980-00	-do-	-do-	-do-	-	Bondanga	-
9	Shri Sanggan Marak	Rs. 980-00	-do-	-do-	-do-	-	Rongsepgre	-
10	Shri Dia Sangma	Rs. 980-00	-do-	-do-	-do-	-	Sindilgre	-
11	Shri Jenggan Sangma	Rs. 980-00	-do-	-do-	-do-	-	Makwal A-dinggre	-
12	Shri Kredith Sangma	Rs. 921-00	-do-	-do-	-do-	-	Sokbokgre	-

Cont'd on Page.....46.

Chapter 15 (Manual-14)

Norms set it for discharge of its functions

15.1. Please provide the details of the Norms/Standards set by the Department for execution of various activities/programmes.

REVISED NORMS FOR VARIOUS WORKS UNDER THE SOIL CONSERVATION DEPARTMENT (CASH CROPS).

NO. MEG/SOIL-10/10 (PT-III)/5909-26

DT. SHILLONG, THE 31ST OCTOBER,2003.

SOIL & WATER CONSERVATION DEPARTMENT MEGHALAYA NORMS REVISED FOR THE NINE FIVE YEAR PLAN.

(Worked out @ Rs.50/- per Manday)
HORTICULTURAL CROP PLANTATION (DEPARTMENT)
CITRUS & TEMPERATE FRUITS).
Spacing -5m x 6m No. of plants per ha. 334 Nos.

Preliminary year

Manday

<u>Item No.</u>	<u>Particulars of works</u>	<u>Cost per ha. Citrus</u>	<u>Temperate fruit</u>	<u>Remarks</u>
<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>
1.	Survey and demarcation.			To be provided in the Scheme.
2.	Jungle clearance, collection of debris, debris-burning etc. including stalks and staking 25 mandays.	Rs. 1250.00	Rs. 1250.00	Abandoned cultivable areas with less vegetation to to be selected.
3.	Digging of pits (45cm x 45cm x 45cm). 334 Nos.and construction of half-moon terraces @ Rs. 8/- each.	Rs. 2672.00	Rs. 2672.00	
4.	(i) Fencing = With local earthen bunds/with live hedges/bamboos etc.	Rs. 2500.00	Rs.2500.00	Local fencing has been proposed to a rise cultivating of trees for fencing posts.
5.	Construction of inspection path-10 mandays.	Rs. 500.00	Rs. 500.00	
Total of preliminary year-117 mandays		Rs. 6922.00	Rs. 6922.00	

Maintenance cost for the 4th year to 7th year shall be same as for the 3rd year.

1	2	3	4	5
1.	<u>1st year planting.</u> Filling up at pits with top soil including planting of seedling @ Rs.1/- each.	Rs. 334.00		Rs. 334.00
2.	Cost of seedlings 334 Nos. Citrus @ Rs.6.00 each and Temperate fruits @ Rs. 12.00 each.	Rs.2004.00		Rs.4008.00
3.	Cost of fertilizers urea S.S.P. Mop including application cost.	Rs. 300.00		Rs. 300.00
4.	Two times clear weeding-July/August, and October/November including Hoeing and leaf Mulching during October/November.	Rs.3750.00		Rs.3750.00
5.	Plant protection measures including cost of chemicals etc.	Rs. 150.00		Rs. 150.00
6.	Fire protection and maintenance of inspection etc.	Rs. 750.00		Rs. 750.00
Total of 1 st year Planting		Rs.7288.00		Rs.9292.00

2nd year of planting.

1.	Vacancy filling (for 10 % casualty) including cost of seedlings (i) Cost of Seedling. (ii) 2 Mandays for pit preparation and transplanting.	Rs. 204.00 Rs. 100.00		Rs. 408.00 Rs. 100.00
2.	Weeding 3 times including Soil Working and mulching.	Rs.4250.00		Rs. 4250.00
3.	Cost of Chemical fertilizer, including application cost .	Rs. 700.00		Rs. 700.00
4.	Plant protection Measures.	Rs.150.00		Rs. 150.00
5.	Fire protection and maintenance including fire-line, in Clearance inspection path etc.	Rs.700.00		Rs. 700.00
Total of 2 nd year planting		Rs.6104.00		Rs.6308.00

1	2	3	4	5
1.	<u>3rd Year of Planting.</u>			
1.	Weeding 3 times including Hoeing and leaf mulching .	Rs. 4250.00		Rs. 4250.00
2.	Cost of chemical fertilizer including application cost.	Rs. 700.00		Rs. 700.00
3.	Plant protection measures including cost of chemicals.	Rs. 150.00		Rs. 150.00
4.	Fire protection measures including fire clearance.	Rs. 700.00		Rs. 700.00
	Total of 3 rd Year of Plantings. :-	Rs. 5800.00		Rs. 5800.00

4th years same as in the 3rd years.

Maintenance cost for the 6th year onwards will be as in 5th year.

Temperate fruits species will be handed over back to the beneficiaries at the end of the 4th year of planting,

Citrus fruits species will be handed over back to the beneficiaries at the end of the 6th year of planting of earlier depending on the capacity of the beneficiaries to take over back the horticultural plantations.

5th year plantations :-

	<u>Citrus</u>	<u>Temperate.</u>
1. Weeding 2 times including hoeing and mulching.	Rs. 3750.00	Rs.3750.00
2. Cost of fertilizers including application cost.	Rs. 700.00	Rs. 700.00
	-46-	
3. Plant protection measures including cost of chemicals.	Rs. 150.00	Rs. 150.00
4. Fire protection measures including fire line clearance etc.	Rs. 600.00	Rs. 600.00
Total 5 th Year of planting	Rs. 5200.00	Rs.5200.00

PER HECTARE NORM FOR HORTICULTURE (CITRUS & TEMPERATE FRUITS.)

SUBSIDY SCHEME

SPACING- 6m X 5m

No. of Plants -Ha- 334 Nos.

Sl. No.	Particular of Works.	Citrus.	Temperate Fruits.	Remarks.
1	2	3	4	5

PREMILINARY WORKS (1st Year of works).

1.	Survey and demarcation.	By staff and farmers.	
2.	Jungle clearance, collection of debris and burning etc.	By farmers.	
3.	Alignment and staking including collection of stakes.	By field staff & farmers.	
4.	Digging of pits 334 Nos.(45cm x 45cm x 45cm) each and by the Department @ 50 %-only and the other 50 % - to be become by the beneficiaries.	Rs.1336.00	Rs.1336.00
5.	Fencing with local earthen bunds with vegetative hedges/bamboos (80%) subsidy.	Rs.2000.00	Rs.2000.00
6.	Construction of inspection paths.	By farmers.	
Total preliminary Year		Rs.3336.00	Rs.3336.00

	2	3	4	5
First year of planting (Creation Year)				
1.	Cost of seedlings Rs.6.00/-each for citrus seedlings and Rs. 12.00/- each for temperate fruit seedlings full subsidy contribution by the Department.	Rs.2004.00	Rs.4008.00	
2.	Cost of fertilizer & application cost. 50% contribution by the Department.	Rs. 150.00	Rs. 150.00	
3.	Planting of seedlings.	By farmers.		
4.	Weeding 2 times including 50% soil working & mulching (50%).	Rs. 1875.00	Rs. 1875.00	
5.	Plant protection and lime washing including cost of chemicals 50% contribution by the Department.	Rs. 75.00	Rs. 75.00	
6.	Fire protection and inspection path maintenance.	By farmers.		
Total of 1 st year of Planting :-		Rs. 4104.00	Rs. 6108.00	

Second year of planting (1st Year maintenance)

1.	10% vacancy filling including cost of seedlings Departmental contribution for all full cost of seedling only.	Rs. 204.00	Rs. 408.00
2.	Weeding 3 times including hoeing and leaf mulching 50% contribution by the Department.	Rs. 2125.00	Rs. 2125.00
3.	Plant protection measures 50% contribution by the Department.	Rs. 75.00	Rs. 75.00
4.	Cost of fertilizers including application cost. 50% contribution by the Department.	Rs. 350.00	Rs. 350.00
5.	Fire protection and inspection paths maintenance.	By farmer.	
Total of 2nd year of Planting		Rs.2754.00	Rs.2958.00

1	2	3	4	5
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1. 3rd Year of Planting (2nd Year of maintenance)

1.	Weeding 3 times including hoeing and leaf mulching. 50% contribution by the Department.	Rs. 2125.00	Rs.2125.00
2.	Cost of fertilizer including application cost. 50% contribution by the Department.	Rs. 350.00	Rs. 350.00
3.	Plant protection and lime washing including cost of chemicals 50% contribution.	Rs. 75.00	Rs. 75.00
4.	Fire protection and inspection path maintenance.	By Farmers.	
Total of 3rd Year of Planting :-		Rs. 2550.00	Rs. 2550.00

Maintenance for the 4th Year of Planting shall be the same as for 3rd Year.

<u>5th Year of Planting</u>	<u>Citrus</u>	<u>Temperate.</u>	
1.	Weeding 2 times including hoeing mulching (50%)	Rs.1875.00	Rs.1875.00
2.	Cost of fertilizer including application cost (50%)	Rs. 350.00	Rs. 350.00
3.	Plant protection chemicals including application cost (50%)	Rs. 75.00	Rs. 75.00
4.	Fire protection and maintenance of inspection paths.	By Farmer.	
Total 5th year of Planting :		Rs. 2300.00	Rs.2300.00

- * Maintenance from 6th Year onward will be the same as maintenance cost for 5th Year Plantation.
- * Temperate fruits species to be handed over at the end of the 4th Year of Planting.
- * Citrus fruit species to be handed over at the end of the 7th Year of planting or earlier depending on the capacity of the beneficiaries to maintain the plantations.

Cost of Raising 1000 Poly Bags Oranges/Lemon Seedlings.

Preliminary Year of Operation :- (Wages @ Rs.50/- Per manday.)

1. Site of clearance @L.S.(in case of Nursery open in new area).	Rs.100.00
2. Cost of preparation of germination bed including Soil Working, mixing with farmyard manure and and seedling of seeds. (Bed size 6m x 6m x 1.2m) 1 mandays @ Rs.50/- Per manday.	Rs. 50.00
3. Cost of seeds.	Rs.170.00
4. Cost of Farmyard manure.	Rs.250.00
5. Cost of 4 Kg White polythene bags (30cm x 15cm x 150 gauge) @ Rs. 100/- Per Kg.	Rs 400.00
6. Wages for filling 1000 poly bags with Soil mixed with farmyard manure and sand including punching of poly bags at different plants for proper change and transplanting of seedling 12 manday @ Rs. 50/- per manday.	Rs.400.00
7. Preparation of beds for keeping the poly bags including arrangement in rows with bamboos 2 mandays @ Rs. 50/- Per manday.	Rs. 100.00
8. Cost of Jungle wood posts, thatch grace bamboos for construction of temporary sheds including cost of construction.	Rs1000.00
9. Watering including weeding 25/- manday @ Rs.50/- Per manday.	Rs1250.00
10. Manuring once in a month with Urea @ 500 gm dissolved in 100lts. of water per application including cost of application.	Rs. 100.00
11. Plan protection chemicals including cost of application.	Rs. 100.00
12. Fencing cost with goat proof fencing	Rs. 600.00
13. Fencing cost fixing etc.	Rs. 200.00
14. Transportation charges of materials upto the work site.	Rs. 20.00
Total :-	Rs.4,800.00

Cost of maintenance 1000 Poly Bags Orange/Lemon seedling.

1st Year Maintenance :-

1. Watering including weeding operation 25 Manday @ Rs. 50/- Per manday.	Rs. 1,250.00
2. Manuring once in a year with Urea @ 500 gms dissolved in 100 litres water including application cost.	Rs. 125.00
3. Plant protection chemicals including cost of application .	Rs. 100.00
4. Repairs and maintenance cost of shades .	Rs. 25.00
Total :-	Rs. 1,500.00

2nd Year Operation :-

Same as in 1 st Year	Rs. 1,500.00
Total from (Preliminary to 2 nd Year) :-	Rs. 7,800.00

NORMS FOR RAISING 1000 NOS. COFFEE SEEDLINGS IN POLY BAGS IN THE NURSERY (WAGES @ Rs.50/- PER MANDAY).

Preliminary Year.

1. Site clearance	Rs. 100.00
2. Cost of preparation of pre. germination bed including soil working mixing with cowdung and sand and mulching.	Rs. 50.00
3. Cost of seeds 2 kgs coffee seeds @ Rs. 30/- Per kg.	Rs. 60.00
4. Cost of cowdung/F.Y.M.	Rs. 250.00
5. Cost of 3 kgs white polythene bags (20cm x 15cm x 150 gauge) @ Rs. 100/- Per kg.	Rs. 300.00
6. Wages for filling 100 poly bags with soil mixed with cowdung and sand etc.	Rs. 400.00
7. Preparation of beds for keeping the poly bags including arrangement rows with bamboos.	Rs. 100.00
8. Cost of shades for secondary beds with bamboos and thatch grass etc.	Rs.1000.00
9. Watering including weeding.	Rs.1250.00
10. Manuring with Urea @ 500 gms dissolved in 100 litres water	Rs. 100.00
11. Plant protection chemicals including cost of application.	Rs. 100.00
12. Transportation charges of materials etc.	Rs. 90.00
Total : Preliminary Year	Rs. 3800.00

1ST YEAR OF PLANTING :-

1. Watering including weeding operation	Rs.1250.00
2. Manuring with Urea @ 500 gms dissolved in 100 litres water.	Rs. 125.00
3. Plant protection chemicals including application cost.	Rs. 100.00
4. Repairs and maintenance of shade.	Rs. 25.00
Total 1 st Year of Planting	Rs. 1500.00

2nd Year of Operation:

Same as in 1st Year Rs. 1500.00

Fencing cost has been provided. The same will be provided in the scheme.

NORMS FOR COFFEE PLANTATION DEPARTMENTAL FOR THE 9TH FIVE YEAR PLAN.

@ Rs.50/- Per manday.

Coffee Variety	(a) Robusta	Arabica	S-7
Spacing :-	3m x 2.5m	2.5m x 2m	1m x 1.5m
Plant per ha.	1350 Nos.	200 Nos.	4450 Nos.
<u>Preliminary Year</u>			
1. Survey and demarcation			
2. Clearance of under growth including stakes and stakings.	Rs. 500.00	Rs. 500.00	Rs. 500.00
3. Cost of half moon terraces including digging of pits (45cm x 45cm) @ Rs. 6.00 each.	Rs.10800.00	Rs. 16000.00	Rs.35500.00
4. Cost of chemical fertilizer 15:10:15	Rs. 300.00	Rs. 300.00	Rs. 300.00
5. Fencing with local earthen bunds with vegetative hedges/bamboos.	Rs. 2500.00	Rs. 2500.00	Rs. 2500.00
6. Planting of shade trees permanent and temporary.	Rs. 500.00	Rs. 500.00	Rs. 500.00
7. Construction of Inspection paths.	Rs. 500.00	Rs. 500.00	Rs. 500.00
Grand Total :-	Rs15,100.00	Rs20,300.00	Rs39,900.00

(Harvesting and drying of beans as per 8th 5th Year Plan Norms = Rs.1800.00)

1	2	3	4	5
	1 st year of planting <u>2nd Year of works.</u>	(a)Robusta	(b) Arabica	S-7.
a)	Digging of pits including planting of coffee seedling @ Rs. 0.50/-	Rs. 2350.00	Rs.2000.00	Rs.4450.00
b)	2 times weeding in July (Aug.Oct.and Nov.) including hoeing and mulching.	Rs. 3750.00	Rs.3750.00	Rs.3750.00
c)	Application of fertilizers (Once each in June, September, October before mulching 2 times.	Rs. 800.00	Rs. 800.00	Rs. 800.00
d)	Cost of fertilizers (45:30:45 NPK/Ha. including transportation.	Rs. 500.00	Rs. 500.00	Rs. 500.00
e)	Plant protection including cost of chemicals.	Rs. 150.00	Rs. 150.00	Rs. 150.00
f)	Refilling of temporary shade trees including shading in water.			
i)	Fire protection and inspection path maintenance.	Rs. 700.00	Rs. 700.00	Rs. 700.00
	Total of Creation Year :-	Rs.8250.00	Rs.7900.00	Rs.10350.00
	<u>2nd Year of Planting.</u>			
1.	Vacancy filling 10% Casualty Rs. 1/- each.	Rs. 135.00	Rs. 200.00	Rs. 440.00
2.	3 times weeding including dissucking, hoeing and mulching.	Rs.4750.00	Rs.4750.00	Rs.4750.00
3.	Manuring 2 times application in a year .	Rs. 800.00	Rs. 800.00	Rs. 800.00
4.	Plant protection measure including cost of chemicals.	Rs. 150.00	Rs. 150.00	Rs. 150.00
5.	Cost of fertilizer (60:45:60 NPK/Ha.)	Rs. 500.00	Rs. 500.00	Rs. 500.00
6.	Fire protection etc. and maintenance of inspection path.	Rs. 700.00	Rs. 700.00	Rs. 700.00
	Total of 2 nd Year Planting	Rs. 7035.00	Rs.7100.00	Rs.7345.00

3 rd Year of Planting	Robusta	Arabica	S-7
1) 3 times weeding desuckering tapping, Soil working & Mulching.	Rs. 4750.00	Rs. 4750.00	Rs. 4750.00
2) Manuring & applications in a year.	Rs. 800.00	Rs. 800.00	Rs. 800.00
3) Plant protection measures.	Rs. 150.00	Rs. 150.00	Rs. 150.00
4) Fire protection including inspection path maintenance.	Rs. 700.00	Rs. 700.00	Rs. 700.00
5) Cost of fertilizers (60:45:60)	Rs. 500.00	Rs. 500.00	Rs. 500.00
Total of 3rd Year Plantation	Rs. 6900.00	Rs. 6900.00	Rs. 6900.00
4th Year onward :-			
1) 2 times weeding, tapping desuckering pruning cleaning, including soil working and mulching.	Rs. 3750.00	Rs. 3750.00	Rs. 3750.00
2) Manuring & application.	Rs. 800.00	Rs. 800.00	Rs. 800.00
3) Plant protection measures.	Rs. 300.00	Rs. 300.00	Rs. 300.00
4) Fire protection including inspection paths maintenance.	Rs. 750.00	Rs. 750.00	Rs. 750.00
5) Cost of fertilizers (120:90:120)	Rs. 700.00	Rs. 700.00	Rs. 700.00
Total of 4th year Planting	Rs. 6300.00	Rs. 6300.00	Rs. 6300.00

The coffee plantation should be handed over at the end of the 4th year of planting to the beneficiaries. In case the beneficiaries is not in a position to take over the plantation. It may be extended for another 5 years period in the scheme.

		<u>Robusta</u>	<u>Arabica</u>	<u>S-7</u>
Preliminary year -	Rs. 15,100.00	Rs. 20,300.00	Rs 39,900.00	
1 st Year of planting -		Rs. 8,250.00	Rs. 7,900.00	Rs.10,350.00
2 nd Year of planting -		Rs. 7,035.00	Rs. 7,100.00	Rs. 7,345.00
3 rd Year of planting -		Rs. 6,900.00	Rs. 6,900.00	Rs. 6,900.00
4 th Year of planting -		Rs. 6,300.00	Rs. 6,900.00	Rs. 6,300.00
		Rs. 43,585.00	Rs. 48,500.00	Rs.70,795.00

Harvesting cost has not been provided. The same will be provided in the scheme. (As per 8th Five year Plan Norms = Rs. 1800/-).

NORMS FOR RAISING 1000 NOS. BLACK PEPPER NURSERY (POLY BAGS)
@ Rs. 50/- PER MANDAYS.

PRELIMINARY YEARS :

1. Site clearance	Rs. 100.00
2. Cost of high yielding Pepper vines for 1000 Nos. @ 0.25 each.	Rs. 250.00
3. Cost of Cowdung.	Rs. 250.00
4. Cost of 3 Kgs white Polythene bags (20cm x 15cm x 150 gauges) @ Rs. 100/- Per Kg.	Rs. 300.00
5. Wages for filling 1000 Poly bags with Soil mixed cowdung and sand including punching of poly bags t different place etc.	Rs. 100.00
6. Preparation of beds for keeping the poly bags including arrangement in rows etc.	Rs. 100.00
7. Cost of Shades for secondary bed with bamboos and thatch grass.	Rs.1000.00
8. Watering including weeding.	Rs.1250.00
9. Plant protection chemicals including application cost.	Rs. 100.00
<hr/>	
Total	Rs.3750.00

1st Year Maintenance.

1. Watering including weeding operation.	Rs.1250.00
2. Plant Protection chemicals including application cost.	Rs. 100.00
<hr/>	
Total 1 st Year Maintenance	Rs. 1350.00

Fencing cost has not been provided. It will be provided in the schemes.

COST OF BUDDING 1000 Nos. Rubber seedling stock including Making Budded Stumps, Transplanting in Poly Bags and after cares.

(Wages @ Rs.50/- per Manday).

1. Cost of Budding operation of 1000 seedlings stock including cost of polythene strips (30cm x 2.5cm) x 2.50 gauge) @ Rs. 0.50/- each.	Rs. 500.00
2. Cost of 17Kg Black Polythene bags (55cm x 30cm) x 400 gauge) @ Rs. 120 kg.	Rs. 2040.00
3. Cost of farm yard manure.	Rs. 560.00
4. Cost of trimming rowing etc. of 1000 Nos. budded stumps 2 manday @Rs. 50/- per manday.	Rs. 100.00
5. Cost of jungle Soil collection including transportation for filling in poly bags mixed with manure and sand including punching of poly bags for proper drainage and transplanting cost of budded stumps 30 mandays @Rs.50/- per manday.	Rs. 1500.00
6. Cost of preparation of beds for keeping the poly bags budded stumps including arrangement in rows 14 manday @ Rs. 50/- per manday.	Rs. 700.00
7. Watering cost including weeding 40 manday @ Rs. 50/- per manday.	Rs. 2000.00
8. Plant protection chemicals including application cost.	Rs. 100.00
Total	Rs. 7500.00
<u>B. Fencing cost of new nursery area.</u>	
1. Cost of barbed wire and strapples.	Rs. 1100.00
2. Cost of fencing post including fixing, fitting and pit digging.	Rs. 350.00
3. Transportation charges of materials upto the nursery site.	Rs. 50.00
Total	Rs. 1500.00
<u>C. 1st Year Maintenance.</u>	
1. Watering weeding etc for 2 months 40 mandays @ Rs. 50/- per manday.	Rs. 2000.00
2. Refilling cost and manuring operation.	Rs. 300.00
3. Plants protection chemical including cost of application.	Rs. 100.00
Total	Rs. 2400.00
Abstract, Cost for Raising 1000 Nos.	
<u>Rubber Budded stumps.</u>	
A. & C. Rs. (7500+2400).	Rs. 9900.00
B. (Fencing Cost)	Rs. 1500.00
Grant Total	Rs.11400.00

COST FOR RAISING BUDWOOD NURSERY FOR 200 PLANTS.

Wages @ Rs. 50/- per manday.

1. Cost clearance @ L.S.	Rs. 100.00
2. Cost of 200 Budded stumps @ Rs. 6/- each.	Rs. 1200.00
3. Cost of Farmyard of Manure.	Rs. 300.00
4. Preparation of Secondary beds including Soil working, mixing of farmyard manure and planting of budded stumps at 60cm x 90cm,8 manday @ Rs.50/- per manday.	Rs. 400.00
5. Incorporate 1.5 Kg Rock phosphate for 200 plants as basal dressing at the time of preparing the secondary beds.	Rs. 250.00
6. Apply 250 gm of 10:10:4 NPK Mixture per plant in two splits doses of 125 gm each. Give the 1 st dose 2-3 weeks after planting the budded stumps. Apply the fertilizer in between rows of plants avoiding the area covering 8 cm from the base of the plant including cost of application.	Rs. 50.00
7. Apply 125 gm of 10:10:4 NPK Mixture per plant in one single dose 2-3 months after cutting back for the second and subsequent the same method of application as above.	Rs. 25.00
8. Watering weeding deduckering operation L.S.	Rs1000.00
9. Plant protection chemicals including cost of fertilizers.	Rs.100.00
Total	Rs.3425.00
10. Fencing cost	Rs.1450.00
<u>1st Year Maintenance.</u> Total	Rs.4875.00
1. Manuring with 125 gms of 10:10:4 NPK Mixture per plant in one single dose 2-3 months after cutting back.	Rs. 25.00
2. Watering weding, desuckering operation .	Rs. 1000.00
3. Plant protection chemical including cost of application.	Rs. 195.00
4. Foot-path and fencing repairing cost .	Rs. 180.00
Total 1 st Year maintenance	Rs.1400.00

N.B. 2nd Year Maintenance onwards same as 1st Year Maintenance.

NORMS FOR FIELD PLANTATION OF RUBBER (DEPARTMENTAL) FOR 9TH PLAN
@ Rs. 50/- Per Manday.

Spacing – 6 (10m x 3.70m 20ft. x 12ft.)

Average number of plant per hectare – 450

Preliminary Preparation :

- | | |
|---|-------------|
| 1. Survey and demarcation. | |
| 2. Clear filling and removal of stumps etc., including stake and staking. | Rs. 1,250/- |
| 3. Box terracing -5' x 4' = 450 Nos. including digging of pits @ Rs.8/- each. | Rs. 3,600/- |
| 4. Fencing with local earthen bund with vegetative hedges. | Rs. 2,500/- |
| 5. Constructing of inspection path. L.S. | Rs. 400/- |

Total Rs. 7750/-

1st Year of planting :

- | | |
|---|------------|
| 1. Manuring and filling in of pits in April @ Re.1/- per pits. | Rs. 450/- |
| 2. Planting of Rubber stumps including carriage from nursery 30 mandays. | Rs. 1500/- |
| 3. The pure weeding including soil working and mulching. | Rs.3750/- |
| 4. Cost of fertilizers 22 kgs Urea 53 kgs superphosphate
6.3 kg M.O.P. and sulphate including application cost of materials. | Rs. 700/- |
| 5. Application of insecticide and white washing including cost of materials. | Rs. 250/- |
| 6. Fire protection measures and maintenance of inspection paths. | Rs. 750/- |

Total cost for 1st Year Rs.7400/-

2nd Year of planting :

- | | |
|--|-----------|
| 1. Vacancy filling 30/- | Rs. 135/- |
| 2. 3 times weeding including soil working and mulching. | Rs.4750/- |
| 3. Cost of fertilizers including application cost (10:10:4:15) | Rs. 700/- |
| 4. Application of insecticide including cost of chemicals. | Rs. 250/- |
| 5. Fire protection measures including fire watching and
inspection path maintenance-25 mandays. | Rs. 750/- |

Total Rs.6585/-

3rd Year of planting :

- | | |
|---|-----------|
| 1. 3 times weeding including Soil working and mulching. | Rs.4750/- |
| 2. Application of insecticide including cost of chemical and white washing. | Rs. 300/- |
| 3. Cost of fertilizers including application cost. | Rs. 900/- |
| 4. Fire protection measures & maintenance of inspection path | Rs. 750/- |

3rd Year of planting Rs. 6700/-

Contd.....

4th Year of planting :-

1) 3 times weeding including hoeing and mulching.	Rs. 4,750/-
2) Cost of fertilizers including application cost of chemicals and white washing.	Rs. 700/-
3) Application of insecticides including cost of chemicals and white washing.	Rs. 300/-
4) Fire protection measures and maintenance of inspection path.	Rs. 750/-
4 th Year of planting	Rs. 6,500/-

5th Year of planting :-

1) 2 times weeding including hoeing, mulching .	Rs. 3,750/-
2) Cost of fertilizers including application .	Rs. 700/-
3) Application of insecticides including application.	Rs. 300/-
4) Fire protection measures including maintenance of inspection paths.	Rs. 750/-
Total 5 th Year plantation.	Rs. 5,500/-

Maintenance for 6th Year onwards will be the same as in the 5th Year.

Planting materials to be supply from the Departmental nurseries and provision for purchase in the scheme.

Tapping cost processing cost after 7th Year will be provided separately in the scheme.

Rubber plantation to be handed over at the of the 8th year plantation extended for a maximum of 5th years after the end of the 9th year if the beneficiaries is not in a position to take over the plantation.

<u>ABSTRACT</u>	<u>RATE OF NORMS @ Rs. 25/-</u>	<u>@ Rs. 50/-PER MANDAYS.</u>
Preliminary	Rs. 7575/-	Rs. 7,750/-
1 st Year	Rs. 6400/-	Rs. 7,400/-
2 nd Year	Rs. 6100/-	Rs. 6,585/-
3 rd Year	Rs. 5550/-	Rs. 6,700/-
4 th Year	Rs. 5350/-	Rs. 6,500/-
5 th Year	Rs. 5350/-	Rs. 5,500/-
6 th Year	Rs. 5350/-	Rs. 5,500/-
7 th Year	Rs. 7350/-	Rs. 5,500/-
Excluding pay of Rubber Tapper.		
Total :	Rs. 48025/-	Rs. 51,435/-

(Para Rubber Tapping for Fuel, Acid etc. as per 8th Five Year Plan Norms – Rs. 2000.00)

NORM FOR SUBSIDY SCHEME FOR RAISING **RUBBER PLANTATION** BY INDIVIDUAL FARMERS.

@ Rs.50/- Per Manday.

Spacing :- 6' 6m x 3.3m (22' ft x 11'ft).

Nos of plants per hectare :- 450 Nos.

Schedule of Operation and cost (Per Hec. Of plantation) preliminary Year.

1. Survey of demarcation by farmers and department agency.
2. Clear falling and removal of stumps etc. by beneficiaries.
3. Half moon terracing including digging of pits @ Rs. 1800/- Rs. 8/- each (50%).
4. Collection of stake and staking by beneficiaries.
5. Local fencing cost @ Rs.2500/- per ha (80%) subsidy 2000/-

Rs. 3800/-

1st Year of Planting :

1. Manuring and filling in of pits in April - 450 Nos = Farmers contributions.
2. Cost of fertilizers including application cost (50%) = Rs. 350/-
3. Raising of cover crops = Farmers contribution.
4. Planting of Rubber stumps to clear weeding including hoeing mulching (50%) = Rs. 1875/-
5. Plant protection measure including cost of chemicals @ Rs. 50% contribution by State. = Rs. 125/-
6. Fire protection measures by farmers = farmers contribution.

= Rs. 2350/-

2nd Year of Planting :

1. Vacancy filling with above fertilizers application in April/May @ Rs.225 gm per plant (10:4:1:5) = Farmers contribution.
2. 3 times clear weeding including hoeing & mulching 50% contribution by the Department and rest by the Farmers 75/- per mandays. = Rs. 2375/-
3. Application of fertilizers @ Rs.450 gms plants (10:10:4:1:5) in Oct./Nov. 50% contribution by farmers = Farmers contribution.
4. Cost of fertilizers including application. = Rs. 350/-
5. Application of insecticides including cost of chemicals (50%) contribution . = Rs. 125/-
6. Fire protection measures by farmers. = Farmers contribution.

Total : Rs.2850/-

Contd.....

3rd Year of Planting :-

- | | |
|---|-------------------------|
| 1. Application of fertilizers @ 450 gms per plant (10:10:4:15) in April/May. | = Farmers contribution. |
| 2. Three times weeding including hoeing and mulching by Department. @ (50%). | = Rs.2375/- |
| 3. Application of insecticide including cost of chemical and white washing (50%). | =Rs. 150/- |
| 4. Cost of fertilizers including application cost (50%). | = Rs. 450/- |
| 5. Fire protection measures. | = Farmers contribution. |

=Rs. 2,975/-

4th Year of Planting :-

- | | |
|--|-------------------------|
| 1. Soil working and application fertilizers in April/May @ 450 gms per plants. | = Farmer contribution. |
| 2. Soil working in Sept/Oct. and application of fertilizers @450 gms per plants (10:10:4:1:5) (50%) contribution by State. | - do - |
| 3. Cost of fertilizers including application cost . | = Rs. 350/- |
| 4. Weeding 3 times including hoeing and mulching 50 contribution by state. | = Rs. 2375/- |
| 5. Application of insecticide including cost of chemical and white washing L.S. (50%) contribution. | = Rs. 150/- |
| 6. Fire protection measures. | = Farmers contribution. |
| 7. Repairs of fencing. | - do - |

Total :- Rs. 2,875/-

5th Year of Planting :-

Same as 4th Year

Rs. 2,875/-

6th Year of Planting :-

Operation same in 5th Year.

Rs.2,875/-

7th Year of Planting :-

Operation same in 5th Year .

Rs.2,875/-

Adding tapping cost L.S.

Rs.2,000/-

Total : Rs. 4,875/-

Planting materials to be supplied from the Departmental nurseries/Provision in the scheme.

Rubber plantation to be handed over at the end of the 7th year of planting to the beneficiaries extension upto a maximum of 3 years may be considered if the beneficiaries is not in the position to take over the plantation.

Contd.....

ABSTRACT OF AMOUNT OF SUBSIDY.(RUBBER)

Stage of Plantation	8th Five Year Plan @ Rs. 25/- Per Manday	9th Five Year plan @ Rs.50/- Per Manday.
Preliminary Year	Rs. 3,850/-	Rs. 3,800/-
1 st year of planting	Rs. 8,465/-	Rs. 2,350/-
2 nd year of planting	Rs. 2,365/-	Rs. 2,850/-
3 rd year of planting	Rs. 3,015/-	Rs. 2,975/-
4 th year of planting	Rs. 1,990/-	Rs. 2,875/-
5 th year of planting	Rs. 2,190/-	Rs. 2,875/-
6 th year of planting	Rs. 2,190/-	Rs. 2,190/-
7 th year of planting	Rs. 4,190/-	Rs. 4,875/-
Total :-	<u>Rs.28,255/-</u>	Rs.25,475/-

Subsidy 58.83 % .

NORM FOR **CASHEWNUT PLANTATION** (DEPARTMENTAL) DURING THE PLAN.
(WAGES @ Rs. 50/- PER MANDAYS.)

Spacing :- 6.09m x 6.09m (20 ft x 20 ft.)

Plant per hectare = 270 Nos.

Preliminary Year.

1. Survey and demarcation =2 mds,	(Manday = mds)
2. Jungle clearance collection of debris burning etc., including collection of staking etc.	Rs. 1250/-
3. Digging of pits 270 Nos. including construction of half moon terraces.	Rs. 1160/-
4. Wall fencing with earthen bund with vegetative hedges/bamboos.	Rs. 2500/-
5. Construction of inspection path and internal fire-line etc.	Rs. 375/-
<hr/>	
Total of preliminary year	Rs.6285/-

1st Year of Planting (creation Year).

1. Cost fertilizers including application.	Rs. 300/-
2. Refilling of pits with top Soil including planting cost @ Re.1/- each.	Rs. 270/-
3. Cost of planting materials including carriage 3 Kg of Cashewnut seeds.	Rs. 60/-
4. Weeding 2 times including hoeing mulching.	Rs.3500/-
5. Hoeing and leaf mulching.	
6. Fire protection measures and maintenance of inspection path.	Rs. 400/-
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Total of creation Year	Rs.4530/-

2nd Year of Planting.

1. Filling of Vacancies at an estimated Rs.20/- casualty including cost of planting materials etc., Re.1/- each.	Rs. 54/-
2. Weeding 3 times including Soil Conservation working/hoeing and mulching.	Rs.4500/-
3. Cost of fertilizers including application cost.	Rs. 300/-
4. Fire protection measures including inspection path maintenance.	Rs. 750/-
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Total 2 nd year of planting	Rs.5604/-

3rd Year of Planting.

1. Weeding 3 times including Soil working & Mulching.	Rs.4500/-
2. Repairing of barbed wire fencing including fertilizer including application cost.	Rs. 300/-
3. Fire protection measures including maintenance of inspection paths.	Rs. 750/-
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Total of 3 rd Year planting	Rs.5550/-

Contd.....

Fourth Year of Planting :-

1. Weeding 2- times (including Soil Working and Mulching)	Rs. 3500/-
2. Cost of Fertilizers including application cost.	Rs. 300/-
3. Fire protection etc.	Rs. 500/-
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Total of 4 th Year of planting :-	Rs. 4300/-

Fifth Year of Planting :-

Weeding 2- times (25 mds, each)	Rs. 3500/-
Fertilizer including application cost.	Rs. 300/-
Fire protection, etc.	Rs. 500/-
<hr/>	
Total of 5 th Year of planting :-	Rs. 4300/-

Cashew plantation to be handed over at the end of the 5th Year of planting back to the beneficiaries.

Harvesting and drying to be provided in the Scheme.
(As per 8th Five Year Plan Norms =Rs. 1800/-)

Abstracts of Cashew Plantation Departmental :

Pre-Works-----	Rs. 6285/-
1 st Year-----	Rs. 4530/-
2 nd Year-----	Rs. 5604/-
3 rd Year-----	Rs. 5550/-
4 th Year-----	Rs. 4300/-
5 th Year-----	Rs. 4300/-

Total :- Rs. 30,569/-

NORM FOR THE NINTH FIVE YEAR PLAN (CASHEWNUT SUBSIDY)

Spacing – 6.09m x 6.09m (20ft x 20ft)

Number of plant per hectare 270 Nos.

Preliminary Works.

1. Survey and demarcation.	By farmers & staff of the Soil Conservation Department.
2. Jungle clearance, debris-collection burning etc.	By Farmers.
3. Alignment and staking .	By farmer and staff.
4. Digging of pits 270 Nos including (45cm x 45cm x 45cm) @ Rs. 3/- per pits. Construction of half moon terrace @ Rs.8/- each (50%).	Rs. 1080/-
5. Local fencing (80%).	Rs. 2000/-
6. Construction of inspection path and fire protection measures.	By Farmers.
Total of preliminary year :-	Rs. 3080/-

First Year Planting (creation Year).

1. Cost of planting materials including carriage @ Rs. 20/- per kg for 3 kgs of seeds (full contribution by the Department).	Rs. 60/-
2. Cost of fertilizers including application cost (50%)	Rs. 150/-
3. Refilling of pits by top soil mixed with manure.	By farmers.
4. Dibbling of seeds including hoeing mulching .	By farmers.
5. Weeding -2- times (50% contribution by the Department).	Rs.1750/-
6. Fire protection works and inspection path maintenance.	By farmers.
Total of 1 st Year of planting. :-	Rs. 1960/-

COST OF RAISING ARECANUT SEEDLINGS IN THE NURSERY PLANTATION,
For 1400 Nos. (wages @ Rs. 50/- Per manday)

Preliminary Year

1. Site clearance @ L.S.	Rs. 100/-
2. Cost of preparation of germination beds including Soil working, mixing with farmyard manure and sowing of seeds and spreading of sand over the sown seeds (Bed size 6m x 1.2m) per man days @ Rs. 50/- per manday.	Rs. 100/-
3. Cost of seeds for 1400 Nos. @ Rs. 0.75 each.	Rs. 1000/-
4. Cost of cattle manure.	Rs. 100/-
5. Preparation of secondary beds including soil working transplanting of the sprouted seeds including basal dressing with cowdung 20 manday @ Rs. 50/- per manday.	Rs. 1000/-
6. Cost of jungle wood posts, bamboos thatch grass for construction of artificial pandal including cost of construction C.L.S.	Rs. 1500/-
7. Watering and weeding 14 mandays @ Rs. 500/- per manday.	Rs. 700/-
8. Plant protection chemical including cost of application.	Rs. 100/-
9. Cost of Barbed with stepples.	Rs. 1500/-
10. Cost of fencing posts including fixing and fitting.	Rs. 500/-
11. Transportation charges of materials C. L.S.	Rs. 50/-

Total : Rs.6,700/-

1st Year Maintenance

1. Watering including weeding operation for 28 mandays @ Rs. 50/- per manday.	Rs. 1400/-
2. Manuring cost of fertilizer plant protection measure etc. repair and maintenance of nursery shades etc.	Rs. 100/-

Total : Rs.1,500/

2nd Year Maintenance

1. Watering including weeding operation 14 mandays @ 50/- per mandays.	Rs. 700/-
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Total : Rs. 700/-

Grand Total – Rs. 6,700/- Preliminary.
+ Rs. 1,500/- 1st Year.
+ Rs. 700/- 2nd Year.

Total :- Rs.8,900/-

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Norms for raising Fodder/Leguminous Fodder Per Hectare (Departmental)
@ Rs.50/- per manday.

<u>Species</u>	<u>Spacing.</u>
1. Napier grass	1m x 1m.
2. Thin napier grass	0.75m x 0.6m
3. Guinea grass	1m x 0.6m
4. Rhodesion grass and Timothy grass etc.	0.6m x 0.6m

1st Year of Planting

1. Survey and demarcation	Nil.
2. Jungle clearance collection and burning of debris etc. including stakes and staking.	Rs. 1250/-
3. Land preparation including digging of pits/sowing/planting.	Rs. 2500/-
4. Cost of seeds/rooted slips.	Rs.1500/-
5. Fencing with earthen bunds with live hedges and bamboo/timbers.	Rs. 2500/-
Total 1st Year of Planting :-	Total : Rs. 7750/-

2nd Year of Planting

1. Refilling including cost of planting materials.	Rs. 250/-
2. Weeding and vine removal in summer (2 times)	Rs. 2000/-
3. Fire protection etc.	Rs. 750/-
Total 2nd Year of Planting :-	Rs. 3000/-

3rd Year of Planting .

1. Weeding and vine removal (2 times).	Rs. 2000/-
2. Fire protection etc.	Rs. 750/-
Total 3rd Year of Planting :-	Rs. 2750/-

4th Year of Planting.

1. Fire protection works.	Rs. 750/-
Total 4th Year of Planting :-	Rs. 750/-

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NORMS FOR RAISING FODDER/LEGUMINOUS FODDER PER HECTARE (SUBSIDY).
@ Kg. 50/- PER MANDAY.

<u>Species</u>	<u>Spacing.</u>
1. Napier	1m x 1m.
2. Thin Napier	0.75 x 0.6m
3. Guinea Grass	1m x 0.6m
4 Rhodesian grass & Timothy grass	0.6m x 0.6m
<u>1st Year Plantation.</u>	
1. Survey and demarcation.	Nil.
2. Jungle clearance, collection and burning of debris etc. (50%).	Rs. 625/-
3. Land preparation including digging of pits/sewing/planting.	Rs. 1250/-
4. Cost of seeds/rooted slips.	Rs. 1500/-
5. Fencing with earthen bunds with live hedges and bamboos/timbers.	Rs. 2000/-
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Total 1 st Year of planting	
Rs. 5375/-	
<hr/>	
<u>2nd Year of Planting</u>	
1. Refilling including cost of material	Rs. 100/-
2. Weeding 2 times etc (50%)	Rs. 1000/-
3. Fire protection etc.	Rs. 375/-
<hr/>	
Total 2 nd Year of planting	
Rs. 1475/-	
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<u>3rd Year of Planting</u>	
1. Weeding Operation (2 times)	Rs. 1000/-
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Total 3 rd Year of planting	
Rs. 1000/-	
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COST ESTIMATE OF BENCH TERRACING PER HECTARE FROM 10% TO 33% SLOPING LAND.
(WAGES @ Rs. 50/- Per manday).

1. Survey and demarcation 2 manday	Rs. 100/-
2. Jungle cutting, uprooting of stumps burning etc.-50 mandays.	Rs. 2500/-
3. Field contour alignment including collection of stakes etc.- 10 mandays.	Rs. 500/-
4. Earth cutting, leveling as per specification for terrace construction-223 mandays.	Rs. 11150/-
5. Cost of shoulder bunds including construction of water disposal structure.-15 mandays.	Rs. 750/-
<hr/> Total of bench terracing	<hr/> Rs.15000/- <hr/>

Cost of earthen contour bund Per hectare upto 10% sloping land (Wages @ Rs. 50/- Per mandays)

(a) Bottom width – 0.80m
(b) Top width - 0.45m
(c) Height - 0.55m
(d) Total length -1000m

1. Survey and demarcation 2 mandays	-	Rs. 100/-
2. Field contour alignment including collection of stakes 10 mandays.		Rs. 500/-
3. Cost of contour bunding 70 mandays.		Rs. 3500/-
<hr/> Total contour bunding		<hr/> Rs. 4100/- <hr/>

SOIL & WATER CONSERVATION DEPARTMENT, MEGHALAYA, NORMS REVISED FOR THE NINTH NINTH FIVE YEAR PLANT.

DEPARTMENTAL.

Name of crop.	Year of work	8th Five Year Plan @ Rs. 25/- per manday	8th Five Year Plan @ Rs. 50/- per manday	Remarks.
Citrus.	Preliminary Year	Rs. 6,922	Rs. 7,925.	
	1 st Year of planting	Rs 7,288	Rs. 6,675	
	2 nd Year of planting	Rs.6,104	Rs. 4,950	
	3 rd Year of planting	Rs. 5,800	Rs. 4,800	
	4 th Year of planting	Rs. 5,800	Rs. 4,800	
	5 th Year of planting	Rs. 5,200	Rs. 4,800	
	6 th Year of planting	Rs. 5,200	Rs. 4,800	
	7 th Year of planting.	-	Rs. 4,000	
	Total Expenditure	Rs.42,314	Rs.43,550	
Temperate Fruits	Preliminary Year	Rs. 6,922	Rs. 7,925.	
	1 st Year of planting	Rs. 9,292	Rs. 8,150	
	2 nd Year of planting	Rs. 6,308	Rs. 5,100	
	3 rd Year of planting	Rs. 5,800	Rs. 4,800	
	4 th Year of planting	Rs. 5,800	Rs. 4,800	
	5 th Year of planting	-	Rs. 4,800	
	6 th Year of planting	-	Rs. 4,800	
	7 th Year of planting.	-	Rs. 4,800	
	Total Expenditure	Rs. 34,122	Rs. 45,175	
<u>Coffee :</u> (a) Robusta Coffee	Preliminary Year	Rs. 15,100	Rs. 14,850	
	1 st Year of planting	Rs. 8,250	Rs. 6,325	
	2 nd Year of planting	Rs. 7,035	Rs. 5,495	
	3 rd Year of planting	Rs. 6,900	Rs. 5,375	
	4 th Year of planting	Rs. 6,300	Rs. 5,450.	
	5 th Year of planting	-	Rs. 6,700	
	6 th Year of planting	-	Rs. 6,950	
	7 th Year of planting.	-	Rs. 7,250	
	Total Expenditure	Rs. 43,585.	Rs. 58,395.	
<u>(b) Arabica Coffee</u>	Preliminary Year	Rs. 20,300	Rs. 17,325	
	1 st Year of planting	Rs. 7,900	Rs. 6,850	
	2 nd Year of planting	Rs. 7,100	Rs. 6,200	
	3 rd Year of planting	Rs. 6,900	Rs. 6,100	
	4 th Year of planting	Rs. 6,300	Rs. 6,125	
	5 th Year of planting	-	Rs. 7,375	
	6 th Year of planting	-	Rs. 7,625	
	7 th Year of planting.	-	Rs. 7,925	
	Total Expenditure	Rs. 48,500.	Rs. 65,525.	

Name of crop.	Year of work	8th Five Year Plan @ Rs. 25/- per manday		8th Five Year Plan @ Rs. 50/- per manday		Remarks.
(c) S-7 Coffee	Preliminary Year	Rs. 39,900		Rs. 26,500		
	1 st Year of planting	Rs. 10,350		Rs. 8,375		
	2 nd Year of planting	Rs. 7,345		Rs. 7,200		
	3 rd Year of planting	Rs. 6,900		Rs. 6,975		
	4 th Year of planting	Rs. 6,300		Rs. 7,000		
	5 th Year of planting	-		Rs. 8,250		
	6 th Year of planting	-		Rs. 8,500		
	7 th Year of planting.	-		Rs. 8,800		
	Total Expenditure	Rs. 70,795		Rs. 81,600		
Rubber	Preliminary Year	Rs. 7,575.		Rs. 7,750		
	1 st Year of planting	Rs. 6,400		Rs. 7,400		
	2 nd Year of planting	Rs.5,100		Rs. 6,585		
	3 rd Year of planting	Rs. 5,550		Rs. 6,700		
	4 th Year of planting	Rs. 5,350		Rs. 6,500		
	5 th Year of planting	Rs. 5,350		Rs. 5,500		
	6 th Year of planting	Rs. 5,350		Rs. 5,500		
	7 th Year of planting.	Rs. 7,350		Rs. 5,500		
	Total Expenditure	Rs.48,025		Rs.51,435		
<u>Cashewnut</u>	Preliminary Year	Rs. 6,545		Rs. 6,285		
	1 st Year of planting	Rs. 3,955		Rs. 4,530		
	2 nd Year of planting	Rs. 3,315.		Rs. 5,604		
	3 rd Year of planting	Rs. 3,100		Rs. 5,550		
	4 th Year of planting	Rs. 2,500		Rs. 4,300		
	5 th Year of planting	Rs. 3,375		Rs. 4,300		
	6 th Year of planting	Rs. 3,375		-		
	Total Expenditure	Rs.26,165		Rs.30,569		
Afforestation.	Preliminary Year	Pine	Non-Pine	Pine	Non-Pine	
		Rs.4,260	Rs.4,705	Rs.4,320	Rs.4,320	
	1 st Year of planting	Rs.2,975	Rs.2,975	Rs.3,000	Rs.3,000	
	2 nd Year of planting	Rs.2,610	Rs.2,610	Rs.2,900	Rs.3,000	
	3 rd Year of planting	Rs.1,850	Rs.2,475	Rs.2,750	Rs.3,750	
	4 th Year of planting	Rs.1,225	Rs1,850	Rs.1,600	Rs.2,600	
	5 th Year of planting	Rs. 600	Rs. 600	Rs. 750	Rs. 750	
		Total Expenditure	Rs.13,520	Rs.15,215	Rs.15,320	Rs.18,320

	2	3	4	5
7. Fodder of le- guminous fodder.	1 st Year of planting.	Rs. 7,750.	Rs. 8,450.	
	2 nd Year of planting.	Rs. 3,000	Rs.1,275.	
	3 rd Year of planting.	Rs. 2,750	Rs.1,125.	
	4 th Year of planting.	Rs. 750.	Rs. 625.	
	5 th Year of planting.	--	Rs. 2,875.	
	6 th Year of planting.	--	Rs. 1,275.	
	7 th Year of planting.	--	Rs. 1,125.	
	8 th Year of planting.	--	Rs. 625.	
Total expenditure. :-		Rs. 14,250	Rs.17,375.	

Works.

@ Rs. 25/-
Per manday.

@ Rs. 50/-
Per manday.

1. Bench terracing.

Rs. 15,000

Rs. 8,975.

2. Contour bunding.

Rs. 4,100.

1. Construction of diversion dams/channel etc.- As per estimate.
2. Construction of retaining wall/protection walls –As per estimate.
Gabion/spurs etc.
3. Construction of farm ponds/conservation ponds – As per estimate.
4. Drinking water -- As per estimate.
5. Link roads -- As per estimate.
6. Dwelling houses -- As per estimate.
7. Camps and camps equipments -- As per estimate.

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NORMS FOR SUBSIDY.

Name of crop	Year of work	@ Rs. 25/-	@ Rs. 50/-	Remarks.
1. Citrus	Preliminary Year	Rs. 3336.	Rs. 4000	
	1 st Year of planting .	Rs. 4104.	Rs. 2965.	
	2 nd Year of planting.	Rs. 2754.	Rs. 2000.	
	3 rd Year of planting.	Rs. 2550.	Rs. 1900.	
	4 th Year of planting.	Rs. 2550	Rs. 1900.	
	5 th Year of planting.	Rs. 2300.	Rs. 1900.	
	6 th Year of planting.	Rs. 2300	Rs. 1900.	
	7 th Year of planting.	Rs. 2300	Rs. 1900.	
	Total expenditure upto the last year of Planting.	Rs.22,194.	Rs.18,465.	
2. Temperate fruits.	Preliminary Year.	Rs. 3,336.	Rs. 4,000.	
	1 st Year of planting.	Rs. 6,108.	Rs. 4,465.	
	2 nd Year of planting.	Rs. 2,958.	Rs. 2,150.	
	3 rd Year of planting.	Rs. 2,550.	Rs. 1,000.	
	4 th Year of planting.	Rs. 2,550.	Rs. 1,900.	
	5 th Year of planting.	--	Rs. 1,900.	
	6 th Year of planting.	--	Rs. 1,900.	
	7 th Year of planting.	--	Rs. 1,900.	
	Total expenditure upto the last year of planting.	Rs. 17,502.	Rs. 20,115.	
3. Coffee				
(a) Robusta.	Preliminary Year	Rs. 7775.	--	
	1 st Year of planting.	Rs. 5193.	--	
	2 nd Year of planting.	Rs. 3838.	--	
	3 rd Year of planting.	Rs. 3770.	--	
	4 th Year of planting.	Rs. 3770.	--	
	Total expenditure upon the last year of planting.	Rs.24,348.		
(b) Arabica	Preliminary year	Rs. 10,375.	--	
	1 st Year of planting.	Rs. 5,520.	--	
	2 nd Year of planting.	Rs. 3,870.	--	
	3 rd Year of planting.	Rs. 3,770.	--	
	4 th Year of planting.	Rs. 3770.	--	
	Total expenditure upto the last year of planting.	Rs. 27,305.		

Contd.....

c) S-7	Preliminary Year.	Rs. 20,175	--
	1 st Year of planting.	Rs. 6,745.	--
	2 nd Year of planting.	Rs. 3,992.50	--
	3 rd Year of planting.	Rs. 3,770.	--
	4 th Year of planting.	Rs. 3,770.	--
	Total expenditure upto the last year of planting.	Rs. 38,452.50	--
4. Black pepper	Preliminary Year.	Rs. 7,125.	--
	1 st Year of planting.	Rs. 3,125.	--
	2 nd Year of planting.	Rs.2,650	--
	3 rd Year of planting.	Rs. 2,325.	--
	4 th Year of planting.	Rs. 2,325.	--
	Total expenditure upto the last year of planting.	Rs. 17,550	--
5. Rubber .	Preliminary Year	Rs. 3,800	Rs. 3,850.
	1 st Year of planting.	Rs. 2,350.	Rs. 8,465.
	2 nd Year of planting.	Rs. 2,850.	Rs. 2,365.
	3 rd Year of planting.	Rs. 2,975.	Rs. 3,015.
	4 th Year of planting.	Rs. 2,875.	Rs. 1,990.
	5 th Year of planting.	Rs. 2,875.	Rs. 2,190.
	6 th Year of planting.	Rs. 2,875.	Rs. 2,190
	7 th Year of planting.	Rs. 4,875.	Rs. 4,190.
	Total expenditure upto last Year of planting.	Rs.25,475.	Rs.28,255.
6. Cashewnut.	Preliminary Year	Rs. 3,080	Rs. 3,810.
	1 st Year of planting.	Rs. 1,960.	Rs. 1,135.
	2 nd Year of planting.	Rs. 2,550.	Rs.1,060.
	3 rd Year of planting.	Rs. 2,400.	Rs. 625.
	4 th Year of planting.	Rs. 2,400	Rs. 625.
	5 th Year of planting.	Rs. 2,400.	Rs. 625.
	Total expenditure upto the last year of planting.	Rs.14,790.	Rs. 7,880.
7. Arecanut Subsidy.	Preliminary Year	Rs. 5130.	--
	1 st Year of planting.	Rs. 3150	--
	2 nd Year of planting.	Rs. 2400	--
	3 rd Year of planting.	Rs. 1975	--
	4 th Year of planting.	Rs. 1975.	--
	5 th Year of planting.	Rs. 1975	--
	Total expenditure upto the last year of planting.	Rs. 16,605.	--

8.Afforestation		Contribution by SCD.	Contribution by beneficiaris	Contribution by beneficiaries.	Contribution by beneficiaries
	Preliminary Year	Rs. 2570.	Rs. 1800	Rs. 2680.	Rs. 1625.
	1 st Year of planting.	Rs. 1550.	Rs. 1450.	Rs. 1625.	Rs. 1350.
	2 nd Year of planting.	Rs. 1500	Rs. 1400	Rs. 825	Rs. 1025
	3 rd Year of planting.	Rs. 1400	Rs. 1350.	Rs. 825.	Rs. 825
	4 th Year of planting.	Rs. 800	Rs. 800	Rs. 825	Rs. 825.
	5 th Year of planting.	Rs. 400	Rs. 350	--	--
	Total expenditure upto the last year of planting.	Rs. 8220.	Rs. 7150.	Rs. 6780.	Rs. 5650.
9. Fodder/Le- guminous fodder.	1 st Year of planting.	Rs. 5,375.		--	
	2 nd Year of planting.	Rs. 1,475.		--	
	3 rd Year of planting.	Rs. 1,000.		--	
	Total expenditure upto the last year of planting.	Rs. 7,850.		--	
10. Bench Terrace.		Rs. 7500.		Rs. 4485.	

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NORMS FOR NURSERY.

Name of Crop.	Year of work.	@ Rs.50/- per manday.	Remarks.
1. 1000 Polybags Oranges/ Lemon seedlings.	Preliminary Year.	Rs. 4,800.	
	1 st Year of planting.	Rs. 1,500.	
	2 nd Year of planting.	Rs. 1,500.	
	Total expenditure.	Rs. 7,800	
2. 1000 Nos. Coffee Seedlings in Polybags.	Preliminary Year	Rs. 3,800.	
	1 st Year of planting.	Rs. 1,500.	
	2 nd Year of planting.	Rs. 1,500.	
	Total expenditure.	Rs. 6,800.	
3. 1000 Nos. Black Pepper Seedlings.	Preliminary Year	Rs. 3,750.	
	1 st Year of planting.	Rs. 1,350.	
	Total expenditure.	Rs.5,100.	
4. Rubber seedlings (a) Budwood nursery for 200 plot.	Preliminary Year.	Rs. 3,400.	
	1 st Year of planting.	Rs. 1,400.	
	2 nd Year of planting.	Rs. 1,400.	
	Fencing cost	Rs. 1,450.	
	Total expenditure .	Rs. 7,650.	
(b) Budding 1000 Rubber seedlings stock including making budded stumps transplanting in polybags and after care.	Preliminary Year.	Rs. 7,500.	
	1 st Year of planting.	Rs. 2,400.	
	Fencing cost.	Rs. 1,500.	
Total expenditure.	Rs.11,400.		
(c) 1000 Rubber seedling (stock)	Preliminary Year .	Rs. 2,275.	
	1 st Year of planting.	Rs. 800.	
	Fencing cost.	Rs. 1,500.	
	Total expenditure.	Rs. 4,575.	
5. Arecanuts seedlings.	Preliminary Year.	Rs. 6,700.	
	1 st Year of planting.	Rs. 1,500.	
	2 nd Year of planting.	Rs. 700.	
	Total expenditure.	Rs. 8,900.	
6. Afforestation. (a) 1000 Nos. polybags Afforestation seedlings.	Creation year.	Rs. 1,590.	
	3 months maintenance.	Rs. 600.	
	Total expenditure.	Rs. 2,190.	
(b) 1000 Nos. naked Afforestation seedlings.	Creation year.	Rs. 915.	
	3 months maintenance.	Rs. 600.	
	Total expenditure.	Rs. 1,515.	

COST FOR RAISING 1000 NOS NAKED AFFORESTATION SEEDLINGS IN THE SEEDLINGS IN THE NURSERY (WAGES @ Rs. 50/- per manday).

Size of beds : 1.2m x 12m.

II. Creation Year.

1. Site clearance and making of pre-germination and secondary beds.	– Rs. 100/-
2. Cost of seeds.	– Rs. 65/-
3. Cost of cowdung	- Rs. 50/-
4. Cost of shade preparation in secondary bed with bamboo and match grass.	– Rs. 300/-
5. Cost of transplanting of seedlings including hoeing leveling etc. of secondary beds etc.	– Rs. 150/-
6. Cost of watering, mulching, weeding etc.	– Rs. 250/-
<hr/> Total I Creation Year.	<hr/> - Rs. 915/-

II. Maintenance for 3 months.:-

<hr/> Watering weeding etc for 3 months.	<hr/> – Rs. 600/-
<hr/> Total II Maintenance.	<hr/> – Rs. 600/-

Cost of raising 1000 Nos. polybag Afforestation seedlings in the Nursery (Wages @ Rs. 50/- per manday).
(Size of beds 1.2m x 12m.)

I. Creation Year.

1. Site clearance and making of pre-germination and secondary beds.	- Rs. 100/-
2. Cost of seeds	- Rs. 65/-
3. Cost of Polybags of size 20cm x 10m x 150 gauge.	- Rs. 350/-
4. Cost of cowdung.	-Rs. 50/-
5. Wages for filling 1000 nos. polybags with soil mixed with cowdung and sand including punching of polybags for removal of excess water and proper aeration .	- Rs. 375/-
6. Cost of shade preparation in secondary bed with bamboo and thatch grass.	
(i) Posts – 18m of 1.m length.	- Rs. 40/-
(ii) Horizontal etc.	- Rs. 60/-
(iii) Thatch grass including cost of construction.	- Rs. 200/-

- Rs. 300/-

7. Cost of transplanting of seedlings to the polybags.	- Rs. 100/-
8. Cost of watering, weeding etc.	- Rs. 250/-

Total –I- creature : - Rs. 1590/-

II. – Maintenance for 3 months.

1. Watering, weeding etc. for 3 months.	-- Rs. 600/-
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Total – II- maintenance : -- Rs. 600/-

Grand Total I & II -- Rs.2,190/-

- Cost of fencing has not been included. Provision will be made in the scheme.
- Cost of providing irrigation to the nursery has been included in the norms under watering etc.
- Wages for field staff has not been included. The work will be supervised by the existing staff.

NORMS FOR AFFORESTATION (DEPARTMENT) FOR 9TH PLAN PERIOD.
(WAGES @ Rs. 50/- PER MANDAY.)

Preliminary.	Pine Areas per hectare.	Non-Pine Areas per hectare.
1. Survey and demarcation.		
2. Jungle clearance, cutting and burning including collection of debris.	Rs. 400/-	Rs. 400/-
3. Fencing with peripheral earthen bunds with live hedges and local fencing with bamboos.	Rs. 2,500/-	Rs. 2,500/-Local fencing.
4. Cost of seeds.	Rs. 270/-	Rs. 270/-
5. Construction of inspection path.	Rs. 400/-	Rs. 400/-
6. Soil working .	Rs. 750/-	Rs. 750/-
Total of Preliminary Year.	Rs. 4,320/-	Rs.4,320/-
<u>1st Year of Plantation Year (creation Year).</u>		
1. Sowing and covering.	Rs. 250/-	Rs. 250/-
2. Weeding 2 times 20 mandays/weeding.	Rs. 2000/-	Rs. 2000/-
3. Fire protection and watching including inspection path maintenance.	Rs. 750/-	Rs. 750/-
Total of creation year	Rs.3000/-	Rs.3000/-
<u>2nd Year of Planting.</u>		
1. Refilling vacancies & cost of seeds (3 mds).	Rs. 150/-	Rs. 150/-
2. Weeding 2 times –Pine/3 times Non-pine 20 mds/weeding.	Rs. 2000/-	Rs. 3000/-
3. Fire protection and watching.)	Rs. 750/-	Rs. 750/-
4. Inspection path maintenance.)		
Total of 2 nd Year Planting.	Rs. 2900/-	Rs. 3900/-
<u>3rd Year of Planting.</u>		
1. Weeding (2 times for pine and 3 times for Non-pine) @ 20 mds/weeds.	Rs. 2000/-	Rs. 3000/-
2. Fire protection and watching including inspection path maintenance.	Rs. 750/-	Rs. 750/-
Total of 3 rd Year Planting.	Rs. 2750/-	Rs. 3750/-
<u>4th Year of Planting.</u>		
1. Weeding (non-pine areas 2 times and pine area 1 time)-	Rs. 1000/-	Rs. 2000/-
2. Inspection path & fire protection .	Rs. 600/-	Rs. 600/-
Total of 4 th Year Planting.	Rs. 1600/-	Rs. 2600/-
<u>5th Year of Planting:</u>		
1. Fire protection and watching)	Rs. 750/-	Rs. 750/-
2. Inspection path maintenance)		
Total of 5 th Year of Planting :	Rs. 750/-	Rs. 750/-
Grand Total :	Rs. 15,320/-	Rs. 18,320/-

Afforestation Plantation should be handed over back to the beneficiaries at the end of 5th Year of planting.

Norms for subsidy and Community Afforestation for the 9th Plan
(Wages @ Rs. 50/- per manday).

Sl. No.	Particulars of works	Subsidy contribution by the S.C.Department.	Contribution of the beneficiaries Pine/Non-Pine.
<u>Preliminary Year :</u>			
1.	Jungle clearance	Rs. 200/-	Rs. 200/-
2.	Fencing	Rs. 1500/-	Rs. 1000/-
3.	Cost of seeds	Rs. 270/-	Nil.
4.	Inspection path	Rs. 200/-	Rs. 200/-
5.	Soil working	Rs. 400/-	Rs. 400/-
Total for Preliminary Year		Rs. 2570/-	Rs. 1800/-
<u>1st Year of Planting (Creation Year).</u>			
1.	Sowing covering etc.	Rs. 150/-	Rs. 100/-
2.	Weeding	Rs. 1000/-	Rs. 1000/-
3.	Fire protection etc.	Rs. 400/-	Rs. 350/-
Total of creation Year.		Rs. 1550/-	Rs. 1450/-
<u>2nd Year of Planting:</u>			
1.	Vacancy refilling	Rs. 100/-	Rs. 50/-
2.	Weeding	Rs.1000/-	Rs.1000/-
3.	Fire protection	Rs. 400/-	Rs. 350/-
Total of 2 nd Year Planting.		Rs.1500/-	Rs.1400/-
<u>3rd Year of Planting.</u>			
1.	Weeding	Rs.1000/-	Rs.1000/-
2.	Fire protection	Rs. 400/-	Rs. 350/-
Total of 3 rd Year planting.		Rs.1400/-	Rs.1350/-
<u>4th Year of Planting.</u>			
1.	Weeding	Rs. 500/-	Rs. 500/-
2.	Fire protection.	Rs. 300/-	Rs. 300/-
Total of 4 th Year planting.		Rs. 800/-	Rs. 800/-
<u>5th Year of Planting.</u>			
1.	Fire Protection.	Rs. 400/-	Rs. 350/-
Total of 5 th Year of Planting.		Rs. 400/-	Rs. 350/-

ABSTRACT :

1.	Preliminary Year	Rs. 2570/-	Rs. 1800/-
2.	1 st Year of planting.	Rs. 1550/-	Rs. 1450/-
3.	2 nd Year of planting.	Rs. 1500/-	Rs. 1400/-
4.	3 rd Year of planting.	Rs. 1400/-	Rs. 1350/-
5.	4 th Year of planting.	Rs. 800/-	Rs. 800/-
6.	5 th Year of planting.	Rs. 400/-	Rs. 350/-
Total :-		Rs. 8220/-	Rs. 7150/-

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CHAPTER 16 (MANUAL-15)

Information available in an electronic form

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

Visit Web-site- www.megsoil.nic.in

CHAPTER 17 (MANUAL-16)

Particulars of the facilities available to citizens for obtaining information

- 17.1.** Means, methods or facilitation available to the public which are adopted by the Department for dissemination of information. Like

- Office Library
Nil
- Drama and Shows
Nil
- Through News paper
Nil
- Exhibition
Nil
- Notice Board
Nil
- Inspection of Records in the Office
Admissible
- System of issuing of copies of documents
Available
- Printed Manual Available
Nil
- Website of the Public Authority
Nil
- Other means of advertising
Available, Departmental News Bulletin published half yearly by the Directorate.

CHAPTER 18 (MANUAL-17)

Other Useful Information

18.1. Frequently asked questions by public and their answers.

- ✓ What type of work your department is doing for the public ?
Plantation of Cash Crops that are of perennial type that controls the soil erosion and give rich dividends after gestation period depending on the crop on which one can depend for subsistence under Cash/Horticultural Crops Development Works in all the schemes.
- ✓ What are the Cash Crops your department take up for plantation ?
 1. Coffee, but now due to poor marketing facility public is losing interest to accept this crop.
 2. Citrus (orange), but due to the disease of die back which is a main cause for concern is leading this crop in a declining trend but due paucity of fund the Department is not able to propagate at present.
 3. Black pepper, but due to lack of fund the Department is not in a position to propagate this crop at present.
 4. Para Rubber, due to paucity of fund though marketing facility is now improving influencing the public to grow this crop and the Department is not in a position to expand the plantation of the crop.
 5. Cashew, due to paucity of fund Department is not in a position to raise the plantation at present.
- ✓ What are the Schemes do you have in your department ?
We have three (3) main Schemes. They are : -
 - I. Soil Conservation in General Areas,
 - II. Jhum Control Scheme, and
 - III. Watershed Management.

Under all these schemes cash/horticultural crops development works are taken up.
- ✓ How much area one can get if applied for assistance ?
Suppose to be one (1) hectare.
- ✓ Which of your Departmental Scheme is better for development ?
All the three Schemes are equally good but it can be mentioned at this juncture on each and every scheme that Jhum Control Scheme is strictly for those areas that have been badly affected by recent and foregoing jhum cultivation areas, Watershed Management Scheme is for those areas that can be taken up for development on a Watershed basis and Soil Conservation in General Areas Scheme can be implemented in any area which cannot be covered by other two Schemes. This Scheme can be extended in Jhum Control Areas and Watershed Management Areas also if the need arises. All the activities are same in all the three scheme only the pattern of development is somewhat different.
- ✓ Why Cash Crop Division cannot take up land reclamation, construction of small dams and diversion channels and construct water harvesting structures ?
Since this Division is created specifically to cater to the cash/horticultural crops development works leaving aside the other development activities of the department like land reclamation, construction of irrigation canals, check dams, diversion channels, conservation pond, water harvesting structure etc. So, this Division cannot take up the above-mentioned works other than plantation of cash/horticultural crops but rural infrastructural development works like construction of kutchra roads can be done under link road or construction of approach roads to work areas.

- ✓ Whether processing materials installed in the para-Rubber estate is also handed over to the beneficiaries ?
- ✓ Yes, right from tapping materials to those processing materials that are installed in the Rubber estate created by the Department is handed over to the beneficiaries including Smoke house if they genuinely follow whatever the Department has taught them for their subsistence but if they sale off the estate to private party for harvesting the latex annually or permanently sale off the plantation to private party then those processing materials will be siezed by the department.

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