

Oilseeds unit

Room No.542-A, Krishi Bhawan

1. **Annual Action Plan:-** Examination/Approval of Action Plan of MM-I under NMOOP.
2. **Release of fund**
3. **VIP/PMO References:-** Preparation of replies to all the VIP/PMO references pertaining to oilseed crops within the stipulated time.
4. **Progress Report:-** Scrutiny and compilation of Monthly Physical & Financial progress report of MM-I of NMOOP.
5. **Parliamentary Matters:-** Preparation of replies to Starred/Unstarred questions relating to oilseed crops. Due priority is also given to input/material supply, Zero hour matter, assurances, etc.
6. **Monitoring of MM-I of NMOOP:-** The officials of DAC&FW/National Consultants/CDDs monitor as per allotted States in the prescribed format & submit report.
7. **RTI Matter/Public Grievances:-** Preparation of replies to RTI matter/public grievances pertaining to oilseed crops in a time bound manner.
8. **Outcome Budget & Demand for Grants:-** Preparation of material concerned to NFSM- Commercial crops & timely submission to CA-V Section.
9. **EC & SC Meeting of NMOOP:-** As per the guidelines of NMOOP, EC meeting are to be held two times a year and SC meeting twice a year.
10. **Rabi Conference/Kharif Conference:-** These conferences are held regularly in the month of September & March respectively.
11. **Regional Review Meeting:-** Conducting of regional review meetings under the chairmanship of JS (Oilseeds) for better monitoring & co-ordination with the States for implementation of MM-I of NMOOP.
12. **Price Policy of CACP**

Central Agency Unit,

Room No.535, Krishi Bhawan

1. **Annual Action Plan:-**
 - To collect the plan from central seed agencies for their plan for crop/variety wise purchase of breeder seeds, production of foundation and certified seeds, Distribution of Certified seeds
 - To collect the plan from ICAR-IIOR for crop/variety wise
 - FLDs to be conducted
 - Examine the proposal and finalizing the AAP based on fund availability
2. **Release of fund:-**
 - Timely examining the bills of Central Agencies (NSC, HIL, KRIBHCO, NAFED and IFFDC / ICAR-IIOR / ICAR KVKs) and recommended to release of fund.
3. **Minikit Allocation:-**
 - Crop/variety wise availability collected from the Central Seed Agencies and collects the indent from the states.
 - According to the availability of seed and indent allocation to be made for Kharif & Rabi season respectively.
 - Fixation of Crops-wise & State-wise annual production targets for the country are prepared up in April-May.
4. **R& D Project:-**
 - R &D Project Report submitted by ICAR/SAUs are scrutinized; comments are prepared; timely submission to Competent authority for approval. After approval communicating to the concerned.

5. Parliament Questions:-

- During parliament session, materials are collected from different Divisions/ Departments/States, reply is prepared and timely submission of the reply.

6. Weekly crop weather watch Report:-

- Preparation of Crop Coverage data in the Inter-Ministerial weather watch Group meeting on every Friday.
- Report submitting in the meeting.

7. Coordination:-

- Coordination with the Central Agencies on oilseeds aspects.

8. Review meeting:- with Central Seed Producing Agencies

Oil Palm Unit,

Cabin No. 19, Shastri Bhawan

1. Preparation of CCEA Note etc.

2. Annual Action Plans (AAPs) of the States/Agencies for deciding annual allocation of funds and targets for area expansion of oil palm.

3. Timely release of Central share of funds to the implementing States/agencies for implementation of MM-II under NMOOP.

4. Parliament Questions, PMO, Court Cases and VIP references, etc.

5. Preparation of Annual Plan, Performance Budget, Demands for Grants, Outcomes Budget, Annual Report etc.

6. Examination & scrutiny of Physical and Financial Progress Reports received from States/agencies in respect of Oil Palm (MM-II).

7. RTI and Public Grievances matters.

8. Agenda Notes and Minutes of the meetings/seminars/workshop, being organized on oil palm and there follow up action.

9. Notes/briefs on Oil Palm for the Minister of Agriculture/MoS (A)/Secretary (AC&FW) and others senior officers for various meetings.

10. Co-ordination with the states/UTs and line Departments of DAC&FW including ICAR/SAU's involved in oil palm cultivation, processing of FFBS of oil palm and production & supply of seed sprouts/planting material of oil palm.

TBOs/Coordination Unit

Cabin No.3, Shastri Bhawan

1. Issue of Administrative approval of state wise AAP.

2. Obtaining physical and financial progress including utilization certificate etc. and processing of release,

3. Liaison with States for implementation of NMOOP programmes.

4. Answering Parliamentary questions.

5. Disposal of VIP references, inter ministerial correspondence etc.

6. Time bound information flow to other divisions of DAC&FW.

7. Organising NMOOP exhibition stalls for mass awareness.

8. Conducting EC & SC Meetings of NMOOP and undertake follow up actions.