



**HARYANA AGRICULTURAL MANAGEMENT AND EXTENSION TRAINING  
INSTITUTE (HAMETI)**

*(An Institute of Agriculture and Farmers' welfare Department, Government of Haryana),  
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To

1. The Director General, Agriculture and Farmers Welfare Department, Haryana -Cum-Vice Chairman, Governing Board.
2. The Director General, Horticulture Department, Haryana.
3. The Additional Director Agriculture (Ext.) O/o Directorate of Agriculture and Farmers Welfare, Haryana-cum- Member, Governing Board.

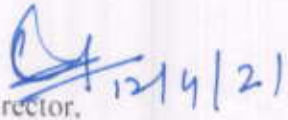
**Memo No. 174-176**

**Dated: 12.04.2021**

**Subject:- Minutes of meeting held on dated 24.02.2021 at 2:00 PM under the Chairmanship of Dr. Hardeep Singh IAS Director General Agriculture & Farmers Welfare Department-cum-vice Chairman Governing Board HAMETI Jind.**

Regarding above cited subject, it is submitted that the meeting was held on dated 24.02.2021 at 2:00 PM under the Chairmanship of Dr. Hardeep Singh IAS Director General Agriculture & Farmers Welfare Department-cum-vice Chairman Governing Board HAMETI Jind to discuss the left over agenda items of 10<sup>th</sup> Governing Board meeting of HAMETI.

The minutes of the meeting is hereby submitted for your kind perusal and further necessary action please.

  
Director,

HAMETI, Jind -Cum- Member Secretary,  
Governing Board, HAMETI

**Endst.No. 177**

**Dated : 12.04.2021**

A copy of the above is forwarded to Private Secretary to the Additional Chief Secretary to Govt. of Haryana, Agriculture and Farmers Welfare Department, Haryana Civil Secretariat, Chandigarh for kind information of W/ACS.

  
Director,

HAMETI, Jind -Cum- Member Secretary,  
Governing Board, HAMETI

**Minutes of the meeting held on dated 24.02.2020 at 2.00 PM regarding to finalize the left over agenda items of 10<sup>th</sup> Governing Board meeting of HAMETI, Jind under the Chairmanship of Dr. Hardeep Singh IAS, Director General, Agriculture & Farmers welfare Department , Haryana-cum- Vice Chairman, Governing Board, HAMETI, Jind**

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List of participants attached.

At the outset, Director, HAMETI welcomed the chairman and other members of the meeting. In his opening remarks, the chairman enquired about the working of HAMETI. Director, HAMETI detailed about the functioning of the institute. The chairman further desired that service rules for outsourced employees of HAMETI may be framed on the pattern of HIRD, Nilokheri and may be got approved from finance department. The chairman discussed left over agenda items i.e. calculation of course/training wise income organized during 2019-20, redesigning of the courses/training programmes for 2020-21 and to assess the requirement of contractual and regular staff to be deployed/recruited in the institute and comparison of mess charges with mess of HTI, Karnal.

Director, HAMETI apprised the chairman about the minutes of 10<sup>th</sup> meeting of Governing Board which was held on dated 9.11.2020 in Haryana civil secretariat, Chandigarh under chairmanship of Worthy Additional Chief secretary to Govt. of Haryana, Agriculture & Farmers Welfare Department. During discussion in the meeting, the chairman had directed to explain agenda items .

#### **Agenda No. 1**

##### **Progress report on training programmes organized during 2019-20**

During review of the progress report of training programme/courses organized during 2019-20, it was directed to calculate the income earned by HAMETI during 2019-20. Director, HAMETI intimated to the Chairman that the total income earned by HAMETI was Rs. 40.24 Lakhs during 2019-20.

## **Agenda item no. 2**

### **Proposal for approval of training programmes/courses for the year 2020-21**

In compliance of the directions of worthy Chairman the course has been redesigned as per course norms and exploring profit from the entire course /training programmes. The expected income to be earned from the courses/training programmes during the year 2020-21 may be 125.99 lakh. The chairman directed to organize one day on line training programme/webinar for contractual staff ( Supervisor/ATM/BTM) of agriculture department on extension methodology, PMFBY, crop cutting experiment , crop booking and meri fasal mera byora scheme.

## **Agenda No.3-**

### **Sanction of contractual & posting of regular staff -**

There is acute shortage of staff in the Institute. Only four persons (one SMS, one BAO and one ADO) are posted on regular basis in HAMETI to run the institute. HAMETI needs services of more experienced officers/officials to run the institute effectively. As per Government Notification no. 3180-Agri-II(I)-2005/17944 dated 29.11.2005 which reads as

*“required staff will be posted at the institute from the existing staff of the department of agriculture”.*

In view of above directions of the Government, it was discussed in the meeting and approved that option may be sought from the officers/officials who are willing to serve in HAMETI on regular basis. The case of adjustment of officers/officials may be put up in the directorate of agriculture & farmers welfare Department for issuing orders. The officers/officials adjusted can draw their salary from their respective HQ. The requirement of the staff on regular basis as under-

Sr.No.	Name of post	No. of post
1	Supdt/Dy Supdt.	1
2	Assistant	1
3	Accountant	1
4	Clerk	1
5	Steno typist Hindi	1
6	Steno typist English	1
7	Peon/Group D employee	4
8	Driver	2

It was also decided in the meeting that eight posts of Deputy Directors, HAMETI sanctioned under ATMA may be filled on contractual basis for smooth running of HAMETI from 1.04.2021.

#### **Approval of Mess charges of HAMETI-**

The mess charges of HAMETI was compared with Horticulture Training Institute ,Karnal of horticulture department. The comparative summary of mess charges of both institutes is as under-

Sr. No.	Item	HAMETI mess charges	HTI Mess charges
1	Breakfast	Rs. 40 per diet	Rs. 55 per diet
2	Lunch	Rs. 80 per diet	Rs. 88 per diet
3	Dinner	Rs. 80 per diet	Rs. 88 per diet
4	Tea	Rs. 25 per person	Rs. 11 per head
5	Sweet dish	-	Rs.20 per head

It was decided in the meeting that mess charges of HTI ,Karnal may be adopted/followed in the mess of HAMETI, Jind.

The meeting was ended with vote of thanks to the chair.

**List of Participants of the meeting-**

Sr.No.	Name & Designation	Position	Department
1	Dr. Hardeep Singh IAS DG, Agriculture & Farmer Welfare Department, Haryana	vice Chairman, Governing Board, HAMETI	Agriculture & Farmer Welfare Department, Haryana
2	Dr. Suresh Gehlawat, ADA(Ext)	Member, Governing Board,HAMETI	Agriculture & Farmer Welfare Department
3	Dr. Karam Chand, Director, HAMETI	Director-cum member secretary, Governing board	HAMETI
4	Dr. Baljit Lather	Training Incharge	HAMETI