

## Work Plan for the Year 2015-16

Sl.No.	Tasks to be performed	Qtr.	Deliverables
1.0	To prepare draft of Rules against amendments in the Co-operative Society Act done in 2015.	I, II, III & IV	To prepare the amendment in MP Cooperative Societies Rules in line with the amendments in the MP Co-operative Societies Act in 2015.  To prepare the Cadre Rules for DCCB and PACS
1.0	To prepare draft of amendments in the byelaws of cooperative societies to make them compatible with amendments in the Co-operative Society Act done in 2015.	I, II, III & IV	To prepare the model amended byelaws for DCCBs, PACS, and other primary and apex co-operative societies. To ensure the adoption of the model amended byelaws by the DCCBs, PACS, and other primary and apex co-operative societies.
2.0	<b>Strengthening of Marketing Societies.</b> To examine and identify the Marketing Societies and provide loan and share capital.	I & II	Rs. 120 lac (50% loan and 50% share capital) to be disbursed to 11 marketing societies
		III & IV	Rs. 180 lac (50% loan and 50% share capital) to be disbursed to 14 marketing societies
3.0	<b>Integrated Co-operative Development Projects (ICDPs):</b> To ensure State-wide coverage of the ICDP-1 programme.	I to IV	05 Residual districts to be covered under the ICDP-1 in the state.
4.0	<b>Encouraging innovation in co-operative sector</b>	I, II, III, IV	Formation of Societies and Federations in the following new and innovative areas/ starting new businesses by Cooperative Societies. New cooperative societies shall be registered in the areas: <ul style="list-style-type: none"> <li>• Transport</li> <li>• Tourism</li> <li>• Godowning</li> </ul>

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			<ul style="list-style-type: none"> <li>• Resident Welfare</li> <li>• Artisan services</li> <li>• Women societies</li> </ul> Rs. 100 lac to be invested in share capital of cooperative societies organized in new areas.
5.0	Performance monitoring of Apex Cooperative institutions in Important Sectors such as Apex Bank, Mark Fed, Housing Federation, Apex Union, Consumer Federation	I to IV	To insure that the institutions function smoothly and there is a growth in overall business including share capital, Working Capital and profit.
6.0	To coordinate with the Cooperative Election Authority to conduct the elections in Cooperative Societies as per directions of Election Authority.	I to IV	To Conduct elections in Cooperative Societies wherever due, out of 37000 institutions.
7.0	Monitoring of disposal of Cooperative court cases filed under different sections of Cooperative Societies Act.	I to IV	To Monitor the disposal of court cases in Cooperative Courts filed under different sections of Cooperative Societies Act and ensure quick disposal.
8.0	Inspections of departmental offices as per annual roster and compliance of the inspection notes.	I II to IV	To revise the format for inspection of departmental offices <ul style="list-style-type: none"> <li>• To ensure timely inspection and compliance of inspection notes of subordinate offices to streamline functions of these offices.</li> <li>• To ensure inspection of the working of major cooperative Societies by Departmental Officers.</li> </ul>
10.0	To review and study	I & II	To finalize the Terms of Reference for

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	the existing structure of credit facility for the economically weaker areas of the state and accelerate the development by augmentation of it		reviewing existing structure of credit facility for the economically weaker areas of the state and finalize the Agency.
		III & IV	<ul style="list-style-type: none"> <li>To study existing structure of credit facility for the economically weaker areas of the state.</li> <li>To carry out the task to suitably modify the credit facilities as per the outcome of the study.</li> <li></li> </ul>
11.0	<b>Increase of Agricultural Credit to Farmers for enhanced coverage of Zero Percent Interest Subvention Scheme.</b> (Present Levels: Agricultural Credit Kharif -8529 crores Rabi -5069 crores KCC - 51.52 lacs) (The objective is to ensure inclusion of maximum number of SC/ ST, Small and Marginal farmers' in PACS membership and to provide agricultural finance to maximum number of non-loanee members of PACS)	I & II	<u>Kharif Season</u> <b>Short term credit</b> of Rs. 11000 cr. 1.00 lakh New KCC to be issued.
		III & IV	<u>Rabi Season</u> <b>Short term credit</b> of Rs. 7000 cr. 1.00 lakh New KCC to be issued.
12.0	<b>IT solutions for PACS and Department</b>		
12.1	<b>To computerize the activities of the PACS in the state and link it with the Core Banking Solution (CBS) of Cooperative banks and e-cooperative application of the Department.</b>	I	To prepare the draft proposal for computerization of PACS, Obtain approval from the cabinet and floating of RFP.
		II	To select the agency for implementation of the proposal.
		III&IV	Implementation of the approved proposal.



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12.2	<b>ATM cum Debit Card Implementation</b>	I to IV	Pilot run in 4 banks (Apex Bank, Bhopal, Indore and Vidisha DCCBs) – Issue Cards to Pilot Bank Staff accounts for live testing and resolutions of issues, if any.
12.3	<b>Enhancing the utility of e-Cooperative application.</b> (The objective is to provide transparency in the working of all cooperative societies, e.g. Credit societies.)	I & II	# In order to provide online facility for calculation of amount of interest subvention of ST loan, development of further modules for <ul style="list-style-type: none"> <li>• Registration of all farmer members of all PACS</li> <li>• Loan entries of the farmers</li> </ul> # Providing "e-Sankalan" facility to all departmental incumbents in their eService Book as a repository of official documents.  # Invite online applications for Chartered Accountant with a facility of complete online processing of all such applications.
		III & IV	# To make available various services of eCooperatives through MP Mobile app.  # Completion of data entry in the modules for Interest Subvention Programme.  # Data sharing with farmers
13.0	<b>Enhancing Storage Capacity in Cooperative Sector.</b>  80000 M.T. capacity to be created as compared to present capacity of 1700000 MT.	I	<ul style="list-style-type: none"> <li>• Selection of sites for construction of godowns and submitting proposal for budget allotment.</li> <li>• To obtain financial sanctions and budget for construction of godowns.</li> </ul>
		II	Finalization of agency for construction.
		III & IV	Monitoring of progress of construction and completion of work, under different Schemes such as NCDC, RKVY, ICDP and Bundelkhand package.

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14.0	<p>Strengthening the structure of Seed Cooperatives to ensure availability of high quality certified seed in the State.</p> <p>To achieve the objective, the following steps to be taken :-</p> <p>(i) Provide assistance in the form of grant to Beej Sangh for statewide establishment and management.</p> <p>Provide Share Capital assistance to BeejSangh.</p>	I & II	<p><b><u>Kharif season</u></b></p> <ul style="list-style-type: none"> <li>• To release grants.</li> <li>• 30 non-functional seed societies to be made functional.</li> <li>• 25 education and training session will be organized for societies' members and board of directors.</li> <li>• To institutionalize the arrangement of supplying foundation seed to societies.</li> </ul>
		III & IV	<p><b><u>Rabi season</u></b></p> <ul style="list-style-type: none"> <li>• To release grants and share capital.</li> <li>• 30 non-functional seed societies to be made functional.</li> <li>• 25 education and training session will be organized for societies' members and board of directors.</li> </ul>
15.0	<p>To develop PACS as a common service center or one stop location for agriculture inputs, credit, marketing and other agriculture related services.</p>	I & II	Preparation of DPR and ensure SFC meeting.
		III & IV	To finalize the draft cabinet note, with the opinion of concerned departments and submission to the Cabinet for approval. Implementation of the scheme.
16	<b>Implementation of Government Schemes</b>		
16.1	<b>Fertilizers Distribution</b>	I& II	<p><b><u>Kharif Season</u></b></p> <ul style="list-style-type: none"> <li>• 7.65 lac MT Fertilizers to be stored in advance.</li> <li>• 18.11 lac MT Fertilizers to be made available to farmers through societies.</li> </ul>

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		III&IV	<u><b>Rabi Season</b></u> <ul style="list-style-type: none"> <li>• 7.35 lac MT Fertilizers to be stored in advance.</li> <li>• 20.90 lac MT Fertilizers to be made available to farmers through societies.</li> <li>•</li> </ul>
16.2	<b>Procurement</b>	I, II, III & IV	<p>To ensure that the work related with Wheat and Paddy procurement is carried out as per requirements of the Food Department.</p> <p>The Department will ensure that coordination among agencies (PACS, DCCBs, NAN, Markfedetc) involved, that enough credit limit is available with the societies, PACS and other societies engaged in procurement work are fully mobilized, runner/ computer operator/ daily wager and other resources are arranged.</p>
		I, II, III & IV	To ensure that the farmer obtains the MSP as declared by GoI for other agricultural commodities ie. chana, soyabean etc.
17	<b>Enhancing Efficiency in Department functions</b>		
17.1	<b>Education &amp; Training of the departmental officers and employees.</b>	I & II	<ul style="list-style-type: none"> <li>• Organizing a Workshop of departmental officers on finding new and innovative areas for cooperatives.</li> <li>• Computer and other establishment related issues training to 120 incumbents.</li> <li>• Certificate Course training through Institute of Cooperative Management.</li> <li>• Training to 02 officers at VAMNICOM</li> <li>• Plan budget of Rs. 05 lac to be utilized.</li> </ul>
		III & IV	<ul style="list-style-type: none"> <li>• Training to 30 incumbents on Filing System in official work.</li> <li>• Training to 15 incumbents on Report</li> </ul>



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			<p>Writing</p> <ul style="list-style-type: none"> <li>Plan budget of Rs. 03 lac to be utilized.</li> </ul>
17.2	Effective defence in the various courts including High Courts in the petitions.	I to IV	To examine the election/writ petitions, prepare and timely submit their replies, as to defend the department.
17.3	Implementation of HCM announcements.	I to IV	To ensure that necessary proposals are submitted to obtain orders to fulfil announcements of Hon'ble HCM.
18.0	Departmental Promotion Committee Meetings and filling up the vacancies of direct recruitment.	I	To assist the Government for 02 DPCs to be organized for Gazetted Officers.
		II	To ensure conduct of 05 DPCs to be organized for Non-Gazetted Employees.  Pursuance with PSC and VYAPAM to filling up the vacancies of direct recruitment.
		III & IV	To assist the Government for 05 DPCs to be organized for Gazetted Officers.  To ensure conduct of 05 DPCs to be organized for Non-Gazetted Employees.
19	Compliance of provisions of M.P. Cooperative Societies Act and Rules in the societies which are under the administrative control of other department.	I to IV	<ul style="list-style-type: none"> <li>To ensure compliance of provisions of M.P. Cooperative Societies Act and Rules in the societies which are under the administrative control of other departments such as Forest Producers Union, Dairy Federation, and Fisheries Federation etc. through participation in the B.O.D and AGM etc.</li> <li>To ensure that all the regulatory compliance is carried out by these organizations.</li> </ul>

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20	To Implement the proposed One Time Settlement Scheme for the borrowers of District Agricultural & Rural Development Banks		<ul style="list-style-type: none"> <li>• To ensure the implementation of the proposed OTS for the benefits of the farmers to recover the principal loan amount.</li> </ul>
21	To comply with the decision of the cabinet regarding surplus staff of ADRDB and SARDB.		<ul style="list-style-type: none"> <li>• To ensure absorption of the surplus staff in cooperative sector and government departments.</li> </ul>