

MINUTES OF SENIOR OFFICERS MEETING (SOM) HELD ON 1.02.2013

A meeting of Sr. Officers and Charge Officers was convened by Chairman, CDB at 11.00 am on 1.02.2013 at the Board Room, Kerabhavan, Kochi to review the progress of formation of CPS, CPF and other schemes. List of participants is attached.

Major decisions of the meeting are as follows:

1. **Effective and judicious payment of pending bills under R&R:** Payment due to input agencies against supply of fertilizers and to farmers against cutting and removal of palms has to be prioritized based on period of supply of inputs vis a vis date of bill and cutting of palms vis a vis claims submitted.
2. **Statistical Survey-24th February 2013** is the last date for completion of the Statistical survey in various states. A workshop has to be arranged on 22nd February, 2013 at HO. (**Action: Statistical Officer**)
3. **CPS/CPF has to be educated about Neera and Boards strategy on Neera.** CPFs may be instructed to represent that ‘**only Federated CPS to be given the license for neera production**’ and CPSs may represent that only farmers who have joined CPS shall be given the opportunity. **The immediate opportunity for Neera production shall be popularized by using various media.** Other opportunities for CPF are: next year’s LODP scheme will be implemented only through Federated CPS ; CPF may be made State level procurement agencies under MSP procurement; award for best CPF, state Govt. will be requested for giving 50% of equity raised by farmers for a PC (**Action: All Charge Officers & Publicity Officer**)
4. MSP for 2013 season is yet to be announced and follow up to be done (**Action: Marketing Officer**)
5. **Promises and Progress for CPF/PC:** The progress of CPF formation in various Districts were reviewed and Promises for CPF/PC were set forth as detailed below: Charge Officers shall plan and work towards achieving the targets (**Action: Charge Officers**)

S.No	District	Name of Charge Officer	CPF							PC
			1/31/2013				Potential	2/28/2013	3/31/2013	3/31/2013
			Prom.	Acht.	DIFF	% Achvt		Prom.	Prom.	Prom.
1	Kasaragod	Sri.K.M. Vijayan	7	7	0	100.00	12	9	12	1
2	Kannur	Sri.K.M. Vijayan	7	5	2	71.43	9	7	9	1
3	Kozhikode	Ms.Mridula K	10	8	2	80.00	15	11	15	1
4	Malappuram	Sri.K.S.Sebastian	11	8	3	72.73	12	11	12	1
5	Palakkad	Smt.Deepthi Nair	10	6	4	60.00	10	10	10	1
6	Thrissur	Sri.C.Sasikumar	9	6	3	66.67	12	10	12	1
7	Ernakulam	Smt. LeenamolMA	4	3	1	75.00	4	4	4	0
8	Alappuzha	Smt. D.S. Resmi	13	12	1	92.31	13	13	13	1
9	Kollam	Sri. R. Jayanath	6	3	3	50.00	11	8	11	1
10	Trivandrum	Smt.Nisha G.	6	4	2	66.67	11	7	11	1
11	Kottayam	Smt.Deepthi Nair	0	0	0		0	0	0	0
12	Pathnamthita	Sri.George PeterJ	0	0	0		0	0	0	0
13	Waynad	Ms.Mridula K	0	0	0		0	0	0	0
14	Idukki	Kum. Deepthi R	1	0	1	0	1	0	1	0
	Total		84	62	22	73.8095	110	90	110	9

6. **Central and State budgets-** Projects and schemes of coconut to be included in the Central as well as State Budgets especially Budgets of Kerala, Karnataka, Tamilnadu, AndhraPradesh, Pondicherry, Maharashtra states shall be prepared and forwarded to concerned states immediately(**Action: Marketing Officer-Time limit-11/02.2013**)
7. **Possibility of getting additional fund for CDB schemes:** Possibility of getting additional fund for CDB schemes especially, R&R,TMOC,IT etc shall be explored-either through SDG or through re-appropriation of savings in other Divisions (**Action: Secretary & Dy Director MDIC**).
8. **Reserving spare machines:** Sufficient number of palm climbing machines shall be ensured for FOCT training. Each Co-ordinator shall keep 500 machines at their disposal. Target for the states has to be achieved by 31st March 2013.(**Action: FOCT Co-ordinators**).

9. **Small Nursery and CDB facilitated seed nut procurement:** Whenever procurement of seednuts for the CPS/CPF/other nursery applicants are facilitated by the Board, the following steps should be ensured

- a) Buyers (CPS/CPF Office bearers/Farmers) shall visit the farms before actual procurement to ensure the suitability and quality of mother palms and seednut. Farmers shall be apprised about the quality parameters of pure dwarf mother palm and seednut and a report on the farm visit shall be submitted along with photographs. Report shall indicate details of the garden area, age, variety and parentage of mother palm, health status, disease and pest infestation if any, visual yield and purity of mother palms. Photograph shall reveal basin, trunk as well as crown of the palms.
- b) Mother palms shall be pure dwarf since all short palms with good yield need not be pure dwarf variety. Seednut shall not be taken from hybrids/segregant mother palms.
- c) If farmers are satisfied with the garden, mother palms and quality of seed nuts, they may directly interact with the owner of the garden for date of harvest and price.
- d) Harvest of seednut shall be done only in presence of buyers. Nuts harvested earlier in the absence of buyers and kept in heaps shall not be procured for seednut purpose.
- e) Suitable nuts shall be selected from the identified mother palms only.
- f) Payment shall be made by the buyers by way of a/c payee cheque/Demand Draft/Electronic transfer. Cash payment can be limited to a maximum of Rs.10,000/-
- g) TO-Sasikumar / STO-Chinnaraj shall have the responsibility to facilitate the procurement of seednuts from outside Kerala.

(Action: STO & TO-Dev/Charge Officers)

10. Charge Officers shall take steps to set up minimum one Tender Coconut Parlour each along all the National Highways in their Districts through CPF / CPS / FoCT / entrepreneurs

(Action: Charge Officers-Time Limit-February 2013)

11. One Nucleus Seed Garden is targeted at Payyannur in Kannur District

(Action: Shri.K.M.Vijayan,Charge Officer-Kannur)

12. The progress of setting up of Nucleus Seed Garden at Kumarakam shall be monitored on a fortnightly basis and planting of seedlings shall be completed during this financial year

(2012-13) itself by arranging seedlings from Mandya / Neri Mangalam. (**Action: Charge Officer-Kottayam**)

13. Interested CPF/CPS can take up nursery of medicinal plants (Asparagus) which will be facilitated by Kottackal Arya Vaidyasala

(Action: Charge Officers-requirement may be immediately intimated to DD(Dev))

14. The Annual Performance Appraisal of Charge Officers will include the progress made in achievement of CPS, CPF and FOCT in their respective districts.

15. Hereafter SOM will be conducted on every first working day of the month.

The meeting was concluded at 1.30 pm

APPROVED BY CHAIRMAN

Deputy Director (Dev)

Distribution to: 1. PS to Chairman
2. PA to CCDO/Director/Secretary
3. Deputy Director (Dev)
4. Internal Audit Officer
5. Marketing Officer
6. Finance Officer
7. Co-ordinators-FOCT
8. STO-Dev/All Charge Officers

List of participants

1. Dr. A K Nandi ,Secretary
2. Dr. Remany Gopalakrishnan,Deputy Director(Dev)
3. Sri R Madhu, Internal Audit Officer
4. Smt Deepthi Nair, Marketing Officer
5. Sri P Sabareenathan, Finance Officer
6. Sri V G Chandrasekharan, Statistical Officer
7. Smt Leenamol M.A, Technical Officer
8. Shri. R.Jayanath, Technical Officer
9. Sri Sasikumar, Technical Officer
10. Kum. Preethakumari P V, Statistical Assistant
11. Shri. Vijayan K.M, Field Officer
12. Shri. George Peter, Field Officer