

# **NATIONAL FOOD SECURITY MISSION, JHARKHAND**

## **ROLES AND RESPONSIBILITIES OF STATE LEVEL CONSULTANTS/ DISTRICT LEVEL CONSULTANTS / SR. TECHNICAL ASSISTANTS (STATE LEVEL /DISTRICT LEVEL)**

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### **1. STATE LEVEL CONSULTANT:**

- a. Providing support for preparation of perspective plan and five year action plan in consultation with BAU/ CRURRS, Hazaribagh
- b. Providing support for conducting base line survey and technical feasibility studies.
- c. To prepare the targets for crop production, potential and demand based on the districts targets.
- d. Provide assistance to the NGOs, Grower's Association, Self Help Groups and State Level Institutes for programme implementation.
- e. Liaise with BAU/ ICAR institution on technical matters.
- f. Prepare monitoring framework for programme implementations.
- g. Development Formats for data collection on various interventions from the district level.
- h. Develop case study after collection of relevant information from the districts.
- i. Prepare publicity materials and materials for media support to promote mission objectives.
- j. Prepare IEC materials for capacity building programme and transmit to the Joint Director of Agriculture (Information).
- k. Develop Course materials for farmers training.
- l. Develop technical literature on conducting demonstration with reference to operations manual and operational guidelines.
- m. Field Visit to the districts for providing support to districts and ensure monitoring the programme.

## **2. SR. TECHNICAL ASSISTANTS (STATE LEVEL)**

- a. Compilation of data at State level relating to demonstrations conducted at district level.
- b. Compilation of information relating to seed subsidy, training and utilization of key inputs by project districts.
- c. Translating the IEC materials and technical literature in Oriya and Vice-Versa.
- d. Compilation of crop cutting data collected from the districts and preparation of state level data.
- e. Compilation of list of beneficiaries of different districts under NFSM
- f. Compilation of physical target and achievements of different components and preparation of MPR/ QPR/ APR.
- g. Liaison with Electronic Mass Media for publicity and mission objectives.
- h. Field Visits for collection of required information from the districts as and when necessary.
- i. Providing assistance to the State Consultants as necessary.
- j. Compilation of baseline information of districts for programme planning and evaluation.
- k. Providing technical support to the Consultants / Project Management Team/ Director, SAMETI, Mission Director as and when required.

### **3. DISTRICT LEVEL CONSULTANT**

- a. Preparation of District targets and prospective plan including five years annual action plan.
- b. Establishing linkage with KVK, HARP, ILRI, BAU/ ICAR Institution for project formulation and technical support
- c. Development and maintain framework for implementation of the programme at the district level.
- d. Developing formats for baseline survey and carrying out baseline survey by appropriate agency.
- e. Site selection for key demonstration to be conducted at district level.
- f. Supervise the lay out and implementation of the demonstration.
- g. Participate by rotation in the FFS and training programme and record key observations.
- h. Collection Materials for success stories / case studies at the district level.
- i. Device appropriate training methodology in consultation in KVK/ SAMETI at district level.
- j. Attend few crop cutting experiments and record the results.
- k. Conduct internal evaluation at the district level.
- l. Decide the HYV seed/ minikit etc in consultation with KVK/ BAU/ ICAR institutions as per agro-climatic situation of the district.
- m. Verify the demonstration reports maintained by the DAO/ SAO during course of field visits.
- n. Provide technical support to the DAO, SAO and farmers to achieve the mission objectives and goals.
- o. Develop convergence strategy in consultation with DAO/ SAO/ allied departments at the district level.
- p. Ensure submission of MPS/ QPRs/APRs to the State agency by stipulated date.
- q. Attend the state level meetings as and when necessary.
- r. Take up input assessment study as and key interventions.

- s. Decide the key inputs for different components in consultation with KVK/ BAU
- t. Provide support to the District Officer in all technical, managerial and implementation aspects including organizing exhibitions workshop, training etc.
- u. Support the ATMA for preparation of SREP under Extension Reforms and Project implementation under RKVY/ NFSM.

#### **4. TECHNICAL ASSISTANT (DISTRICT LEVEL)**

- a. Collection and compilation of utilization certificates and ensure submission to the State agency.
- b. Collect the crop cutting results and demonstration results from the field officers and compile the district report.
- c. Maintain the list of beneficiaries at the district level.
- d. Prepare the MPRs/ QPRs/ APRs and get it scrutinized by the District level consultants.
- e. Participate in the FFS and farmers training and record key observation.
- f. Maintain the list of beneficiaries under seed subsidy and subsidy in other inputs.
- g. Compile the list of farmers undergoing exposure visits.
- h. Assist the District consultation in preparation of perspective plan and annual action plan.
- i. Assist the district consultant in technical matters.
- j. Participate in base line survey and compile the data relating to the base line survey at district level.