



Citizens'/Clients' Charter

Of

DIRECTORATE OF RICE DEVELOPMENT, PATNA

**Government of India
Ministry of Agriculture & Farmers Welfare
(Deptt. of Agriculture & Farmers Welfare)
(2022)**

**Address -5th Floor, G – Wing, Karpuri Thakur Sadan,
Kendriya Karyalaya Parisar (GPOA),
Ashiyana – Digha Road,
Patna-800025 (Bihar).**

Website:- <http://drdpat.bih.nic.in>

Email: drdpatna@nic.in

Telephone: 0612-2565720 (Director), 0612-2951933 (Office)

Vision

To enhance the production and productivity of rice crop to insure to food security of the growing population of the country and also to make agriculture sustainable and viable vocation for livelihood support.

Mission

To achieve targeted growth rate for agricultural sector by providing technical backstopping to the states for enhancing agriculture production and improving income level of all farmers by successful implementation of various new initiatives and Centrally sponsored crop developments schemes such as National Food Security Mission (NFSM), Rashtriya Krishi Vikas Yojna (RKVY), Crop Development programme- CDP, TRFA, ATMA etc. implementing in assigned states.

Objectives of the Directorate

The main objective of the Directorate is to assist the Department of Agriculture & Farmer's Welfare (DA&FW) to plan, coordinate and monitor nodal crop Rice development programme/Scheme at the National level and Centrally Sponsored crop development programmes/schemes in Assigned States of Bihar, Jharkhand & Odisha and recommend measures to improve them.

Key Function of Directorate

- i) To assist Department of Agriculture and Farmer's Welfare to plan, coordinate and monitor nodal crop Rice development programmes at the national level and recommend measure to improve them;
- ii) To assist the States/Union Territories to plan, formulate and implement Crops Development programmes to increase production and productivity;
- iii) To monitor Centrally sponsored schemes i.e. National Food Security Mission (NFSM – Rice/ Wheat/ Pulses/ Coarse Cereals/Main Cereals/Commercial crops), TRFA, NMEO, Oilseeds programme, CDP under RKVY in the Assigned states i.e. Bihar, Jharkhand, Odisha and analyze their progress report.
- iv) To interact with national and state institutions in planning the production of seeds;
- v) To liaise with State Agricultural Universities and Central Government Institutes for organizing training courses in improved production technology;
- vi) To have closer interaction/coordination with the Project Directorates/Institutes and other Research Centres of the ICAR and represent Department of Agriculture and Cooperation on their Management Committee and ICAR's Regional Committee, with a view to benefit from research and improved production technology and assist the Ministry of Agriculture to formulate farmer friendly scheme with a unified approach for the overall development of agriculture sector as a whole;

- vii) To keep in touch with research developments by Agricultural Universities, National and International Organizations and maintain the flow of information and ideas between research and development;
- viii) To provide technical support to the Extension agencies with respect to the nodal crop as and when required. In this context the Directors of Crop Development Directorates attend the State Level Crop Training Programmes; provide literature on training manuals; and also periodically visit some such projects relating to their respective nodal crops and provide feedback to Extension Division;
- ix) To participate in meeting of Zonal Research and Extension Advisory Committee (ZERAC) and have closer interaction/coordination through this forum in relevant functions and responsibilities;
- x) To watch the performance of the newly evolved released varieties of seeds;
- xi) To study and analyze trends in weather, crop area, production and productivity as well as transport, marketing and prices;
- xii) To report regularly to Department of Agriculture and Farmer's Welfare on weather and crop prospects as well as market and price trends;
- xiii) To assist Department of Agriculture and Farmer's Welfare in fixing targets of production and suggest measures to achieve them;
- xiv) To function as "Area Officers" to the Assigned States.

Impact/outcome of Activities :

Objective	Impact/Outcome
Tracking crop sowing progress & crop health of assigned crop in the states during kharif & Rabi	Helpful in crop production estimates
Monitoring the implementation of DA & FW Scheme in the Assigned states including NFSM, NMEO, CDP etc.	Enhanced production and productivity of crops
Assessment of GoP damage by natural calamity (Drought, Flood, etc.)	Timely decision on compensation to be paid to the farmers

COMPLAINTS AND GRIEVANCES

This Directorate is a subordinate office of Govt. of India, Ministry of Agriculture & Farmer's Welfare and not directly dealing with public. The Directorate is providing technical know-how in respect of Rice crop in all over India the year and all crops in our nodal states (Bihar, Jharkhand and Orissa). If any grievances arises or received through Right to Information Act, 2005, the information is provided within reasonable time.

Citizens' / Clients' Charter for Directorate of Rice Development, Department of Agriculture & Farmers Welfare

SI. NO.	Services/ Transactions	Weight %	Responsible Person (Designation)	E-mail	Mobile/Ph. Number	Process	Document Required	fee		
								Category	Mode	Amount
1.	Monitoring of implementation of National Food Security Mission-NFSM, CDP, TRFA and other schemes	20	Dr. Man Singh, Director	drdpatna@nic.in	9473030614	i) Monitoring the implementation of NFSM-rice & implementing states. ii) Monitoring the implementation of NFSM-(Pulses, Rice, Wheat, Nutri-cereals, Coarse Cereals, Oilseeds and commercial crops), CDP, CFLDs, Seed hubs in Nodal states i.e. Bihar, Jharkhand and Odisha through field visits and report submission iii) Collection & Compilation and Submission of analytical progress report of NFSM- Rice implementing states. iv) Collection & Compilation and Submission of analytical progress report of NFSM (Pulses, Rice, Wheat, Nutri-cereals, Coarse Cereal, Oilseeds and Commercial crops), CDP in Nodal states i.e. Bihar, Jharkhand and Odisha v) Submission of Monthly Report on Scheme implementation of Nodal crop and assigned states crops.	Report from implementing agencies	Nil	Nil	Nil
2.	Crop coverage and Weather watch Report	10	Dr. Sukumar Mandi, Joint Director	drdpatna@nic.in	6289888320	Government to Government i) Collection and compilation of Rice sowing date from all the states ii) Collection of data regarding nodal states of Bihar, Jharkhand and Odisha for all crops iii) Compilation and submission of report to the Ministry	Report from states/Rainfall data from IMD	Nil	Nil	Nil
3.	Trend Analysis of area, production and productivity of Rice state-wise and district-wise	10	Dr. Sukumar Mandi, Joint Director	drdpatna@nic.in	6289888320	i)Collection of Area, Production and yields of Rice from all states/DES	Report from states/DES	Nil	Nil	Nil
4.	Organization/Participation In meeting/Workshop/Seminar/Conference and national exhibitions across the country	10	Dr. Man Singh, Director	drdpatna@nic.in	9473030614	i) Organization of Workshop/Training of Rice ii)Participation in Workshop/Seminar/Conference and national exhibitions	Proposal from Organizing institute	Nil	Nil	Nil
5.	Parliament Question	10	Dr. Arvind Kumar, Asstt. Director	drdpatna@nic.in	9431062542	Draft reply of various parliament questions. Preparation and submission the Ministry	Reports/ materials from the states	Nil	Nil	Nil
6.	Application on RTI	10	Dr. Arvind Kumar, Asstt. Director	drdpatna@nic.in	9431062542	Reply as and when received from applicant and also from CPIO, Ministry of Agriculture and Farmer's Welfare	Request application		On line/DD	Rs. 10/-

3.	Trend Analysis of area, production and productivity of Rice state-wise and district-wise	10	Collection of Area, Production and yield of Rice from all states/DES	Annual	Annual	02	
			Collection of Area, Production and yield of all crops in nodal states i.e. Bihar, Jharkhand and Odisha	Seasonal	Seasonal	03	
			Trend analysis of area, production and productivity of Rice & for all crops of nodal states i.e. Bihar, Jharkhand and Odisha	Within one month after receipt of the data	Month	05	
4.	Organization/Participation in Meeting/Workshop/Seminar/Conference and national exhibitions across the country	10	Organization of Workshop/Training on Rice	As per target given by Ministry	Annual	07	
			Participation in Workshop/Seminar/Conference and national exhibitions	As an when organized		03	
5.	Parliament Question	10	Draft reply of various parliament questions, preparation and submission to the Ministry	As per requirement during season		10	
6.	Application on RTI	10	Reply as and when received from applicant and also from CPIO, Ministry of Agriculture and Farmer's Welfare	Within 30 days after receipt of the application	Days	10	
7.	Participation in the Annual Group Meet on Rice organized by ICAR	10	To represent DA&FW and present development aspects.	01	Annual	05	
			Participation in Varietal Identification Committee (VIC) as member	01	Annual		
8.	Assessment of crop damage due to Natural calamities	5	Compile information and send to the Ministry	As per Occurrence of natural calamities		05	
9.	Coordinator/Member of various Team/committees in the state of Bihar ,Jharkhand and Odisha	5	Attend meeting as and when convened	As per requirement		05	
10.	Administrative and Accounts Matter	10	Administration and Accounts matter of the Directorate	As per requirement		05	
			Service/Grievance matter of the employees	As per requirement/receipt of grievance		03	
			Preparation of pension papers on superannuation	As per requirement		02	

Citizens' / Clients' Charter for Directorate of Rice Development, Department of Agriculture & Farmers Welfare (2022)

Grievance Redress

S.No.	Names of Public Grievance Officer	Helpline Number	Email	Mobile
1.	Dr. Man Singh, Director	0612-2565720	drdpatna@nic.in	9473030614

Citizens' / Clients' Charter for Directorate of Rice Development, Department of Agriculture & Farmers Welfare (2022)

List of Stakeholders/Clients

S. No.	Stakeholders/Clients
1.	State Agriculture/Cane Departments
2.	ICAR organization-NRRI, IIRR, ATARI (Patna & Kolkata)
3.	NSC & BRBN
4.	State Agriculture University
5.	KVKs of Bihar, Jharkhand and Odisha
6.	Indian Meteorological Department
7.	State Meteorological Department/ Disaster Management Department
8.	APEDA
9.	National Rice Mill Association
10.	Farmers
11.	Citizens in General