

Chapter 1

Introduction

1.1 Please throw light on the background of this handbook (Right to Information Act –2005)

Transparency and cleanliness in working are the essential elements to strengthen a Democratic system. In this perspective Government of Jammu & Kashmir enacted the Right to Information Act, 2009. Sheep Husbandry Department, Kargil has also been Obligated for effective implementation of J&K RTI Act, 2009 This handbook may prove helpful in getting information about Sheep Husbandry Department, Kargil and its functioning.

1.2 Objective/purpose of this handbook

Objective: The main objective of this handbook is to provide basic information to the citizens about the functioning Sheep Husbandry Department Kargil.

1.3 Who are the intended users of this handbook?

- Members of Parliament and State legislature, Concerned
- Ministry, Departments of Central Govt, State Govts
- Officers working in various departments either directly or indirectly concerned with the programme.
- **Public at large**

1.4 Organization of the information in this handbook?

The information in the handbook is organized in the following sequence. Manual – 1, Manual – 2, Manual –3 Manual - 17.

1.5 Definitions (Please provide definitions of various terms used in the handbook).

| | |
|---------------|--|
| SHD: | Sheep Husbandry Department |
| RTI Act: | Right to Information Act |
| A.D : | Assistant Director, Karakul Sheep Farm, Khumbathang. |
| OIC- : | Officer In-charge Pashmina Goat Farm Khangral. |
| B.V.O | Block Veterinary Officer, Kargil |
| Plan : | District Plan |
| N-Plan: | Non-plan |
| IWIDP (SWIS): | -Integrated Wool Improvement Development Programme Sheep and Wool Improvement Scheme (SWIS) |
| PWDS: | Pashmina Wool Development Scheme |
| CWDB : | Central Wool Development Board, Ministry of Textiles Shastri Nagar jodhpur Rajasthan. |
| LAHDC: | Ladakh Autonomous Hill Development Council |

1.6 Contact Person:

Dr. Niyaz-ul-Hassanain
District Sheep Husbandry Officer,
LAHDC- Kargil.
Phone: 01985-232238 (O)
01985-232286 (R)

Dr.Niyaz Ahmad Lone,
Assistant Director, Karakul Sheep Farm,
Khumbathang.
Phone: 01985-278088 (O)

Dr.Mohammad Sadiq,
Officer In-Charge, Pashmina Goat Farm, Khangral.

1.7 Procedure and Fee Structure for getting information

A request for obtaining information shall be accompanied by an application fee of Rupees fifty by way of cash against proper receipt or by Indian Postal Order or demand draft or bankers cheque payable to the Accounts Officer of the Public Authority.

A request for obtaining information shall be deemed to be made duly accompanied by prescribed application fee if it is written on a non-judicial stamp paper of Rupees fifty.

Chapter-2 (Manual –1)

PARTICULAR OF ORGANIZATION, FUNCTIONS AND DUTIES

2.1 Objective/purpose of the public authority.

Sheep Husbandry Department has been instrumental to disseminate concept of scientific rearing of Sheep and Goat in all Blocks of the District to generate income from the livestock since its inception. It is the main implementing agency for the various schemes in rural areas and thus the backbone for empowering farmers associated with Sheep and Goat rearing.

2.2 Mission/ Vision statement of the public authority

Vision

Livestock adds to the GDP to a considerable level. It is vital to develop this sector in land locked, geographically challenging area, and always demanding whether mutton, Wool or manure. It can be diversified by technological inputs so that small, smart sustainable income generating units can be established, create employment opportunities.

All waste pasture land can be utilized to make assured availability of protein and dietary supplement for human population.

2.3 Brief history of the public authority

The Department of Sheep husbandry has been working in the district since 1973 with sole aim of improving the production capability of small ruminants Viz Sheep and Goat In Kargil District./Both the department Animal and Sheep Husbandry worked jointly as Sheep Cum Animal Husbandry department at Ladakh Region. Later in 1982 the department was bifurcated and Sheep Husbandry Department started functioning independently

The objective of the department is:-

1. To bring the entire population of Sheep/Goats under the ambit of modern Sheep Development and management.
2. To infuse Merino/Karakul, blood in the entire Sheep population of the district
3. To improve quality and quantity of wool and mutton production.
4. To provide Health coverage to all the Sheep and Goat population of the District, to prevent losses due to diseases.
5. In the year 1996-97 Pashmina development was also taken in hand at District Kargil by establishing a Pashmina Goat Farm at Khangral where from the Pashmina quality bucks are produced and distributed in Shakar-Chicktan and Shargole Blocks for upgrading of local goats population in to Pashmina producing goats.

2.4 Duties of the public authority

The duties of the Institute involve functioning as:

- To prepare the plan and implement in field.
- To make people aware about the various schemes of the Government.
- To educate the general mass about the benefits of the schemes implemented by the department. Being a technical department, formulation of plan as per non scientific advances and as per actual need on sustainable basis.
- Implementation of Scheme state/ centre as per guidelines; Regular inspection and monitoring in field.
- Make public aware of scheme being implemented and educate mass in case of disease outbreak, control and treatment.
- Rearing of livestock on Scientific lines
- Execution of Scheme through subordinate officers deployed infield by a network of extension centers spread all over Kargil

2.5 Main activities/ functions of the public authority

- To Implement schemes of Government like Plan, Non Plan.
- To Implement other schemes launched by the Government like Border Area Development Programme (BADP), Rashtriya Krishi Vikas Yojna (RKVY) National Mission for Protein Supplement (NMPS), Tribal Sub Plan (TSP), Grant in Aid from Ministry of textiles GOI in wool sector like IWIDP(SWISS) PWDS (Pashmina) Grass Land Development. Special package under Special Task Force.
- Provide health care facilities to all Sheep and Goats so that loss due to disease can be avoided and prophylactic measures to safeguard the livestock. Distribution of Elite germ plasm among local flock for genetic up-gradation, so that better returns can be achieved in-turn from livestock. Training farmers, educate women, skill development pertaining to wool products/bye products, organic farming and grazing stock.

2.6 List of services being provided by the public authority with a brief write ups on them.

a. Plan:-

Department of Sheep Husbandry purchase elite class Karakul Rams Pashmina bucks, Merino Rams to supplement all stud ram/buck demand in field in addition to what is being produced and supplied from different government farms viz, Karakul Sheep Breeding Farm, Pashmina Goat Farm, Merino Sheep Breeding Farm and Angora Goat Farm. Cross breeding local flock with high yielding animals proved very successful and economy of farmers also improved to large extent. Demand for pure bred Karakul ram has rose many fold among progressive breeders, as the particular breed is known for mutton production in low input high output system.

b. RKVY:-

Rashtriya Krishi Vikas Yojna is (a national level scheme) was devised to articulate various agriculture and allied sector to improve production; the grants are being allotted by Director Sheep Husbandry Department Kashmir. A meager amount is being given to the department for establishment of one sheep or goat unit on participatory mode in Kargil District.

c. BADP:-

Funds under this sector are being utilized to cover health of the livestock in border areas viz: Drass, Kargil, Chiktan. Some prophylaxis is being given to private livestock like dosing and dipping animals against parasitic infestation. However, funds to control other communicable disease have always remained insufficient in BADP plan.

d. STF (Special Task Force):-

Special grant was sanctioned by Govt. of India in which department established Block Veterinary Officer Offices at all block headquarters.

One hi-tech laboratory at district headquarters with modern laboratory equipments. 123+54 units of Merino Sheep established in Drass and Zanskar on participatory mode. Each unit consists of four Merino ewes and one ram.

20 Pashmina units (10+1) at Shargole/Chiktan block were established.

200 Pashmina buck purchased and issued on permanent basis to Shargole, Shakar-Chiktan, Taisuru and Zanskar. 50 bucks in each block for genetic upgradation of local goats.

Community paddock:- The funds placed at the disposal of Rural Engineering Wing Kargil for construction of nine community paddock at summer grazing pasture in Drass, Zanskar, Shakar-Chiktan and Shargole Blocks.

Shearing Machines: 7 nos of portable Lister Shearing machines purchased for shearing of Private livestock in the district.

Office Automations: One LPT Truck, 3 Tata mobiles, and one tractor purchased under the component for smooth function of departmental activities and also immediate response during outbreak in the district and also distribution of feed supplements etc to the public.

Grant-in-aid from Central Wool Development Board (CWDB) Ministry of Textiles Govt. of India.

1. Sheep and Wool Improvement Scheme (SWIS):-

- a) Govt. of India devised various schemes to improve wool sector in India, special emphasis are being given to improve Pashmina wool in Ladakh.

Central Wool Development Board Ministry of Textiles approved to provide financial assistance to 2.00 lacs sheep @ Rs.3 per ewe (Pregnant) for 90 days. The scheme shall be completed in four years.

- A. In this scheme our department provided feed supplement to eligible 50,000 ewes every year.

The object is to provide a nutritional supplement during lean period i.e from the month of December to May when these pregnant animals undergoes nutritional stress resulting increased mortality in new born lambs, low birth weight etc.

District level purchase committee invites tender from reputed firms in ISI type II concentrated pelleted feed, after finalization of rates the quota as per guidelines of CWDB is verified by export committee constituted by Deputy Commissioner/Chief Executive Officer, LAHDC-Kargil, to issue each Sheep Extension Centre's spread across which is further distribution to beneficiaries by a committee of officers constituted along with respective Councilor, PRIs etc. LAHDC tried local barley to supplement concentrated feed, this proved very beneficial and appreciated by farmers to a large extend.

Rs 18 per animals are approved to provide health care to 2.00 lac sheep under the same scheme.

B. **Pashmina Wool Development Scheme (PWDS):-**

Central Wool Development Board Ministry of Textiles approved a project under which Pashmina development in Kargil is being prioritized by providing assistance to foundation stock, shelter material, providing Pashmina combs, tents besides strengthening of existing Pashmina Goat Farm at Khangral and Fodder Development Farm and establishment of pasture at state land. Training to farmers, overhead expenses. The scheme also covers provision of feed supplement to Pashmina Goats @Rs.5 per animals per day for 150days.

- C. **Expansion of Pashmina Development in nontraditional areas of Kargil** : A Research and Development project in Collaboration with SKUAST (Kashmir) Central Wool Development Board Ministry of Textiles approved another project entitled, "expansion of Pashmina in non-traditional area of Kargil" @ Rs. 2.00 crore.

100 beneficiaries shall be covered under the project in three year period.

There shall be (sixty) beneficiaries are provided with (9+1) (Pashmina Doe and one buck) as per guideline of approved project and complete goat shelter. Elite Pashmina goats are being purchase from Changthang by committee of officer constituted by the Dy. Commissioner/Chief Executive Officer, LAHDC-Kargil. The animals are being purchase on hoof weight basis and breeding value is added as per outstanding character.

The animals are kept for quarantine for a period of 21 days at SKUAST-Campus Kargil and necessary drugs are given as per requirement. The animals are regularly checkup each distinction by Flock Supervisors, Block Veterinary Officer, and Junior Research Fellow (JRF) appointed by SKUAST Kashmir with one subject.

- D. Matter specialist (SMS):- All the animals are recorded for growth body weight at, length breath, Pashmina yield kidding percentage, mortality, etc by the group of experts, scientists from SKUAST pay visit frequently and collect blood samples for biochemical characterization of Pashmina in Kargil.

Chapter-3 (Manual-2)

Powers and Duties of Officers and Employees

3.1 Please provide details of the powers and duties of officers and employees of the organization.

District Sheep Husbandry Officer, Kargil.

Administrative Power:-

He is the Head of office, in charge of establishment and administration of Sheep Husbandry Department Kargil.

Financial Powers:-

To accord administrative approval through CD.C/CEO LAHDC-Kargil

Duties:-

1. He is also overall in-charge of all schemes implemented in field by the Assistant Director, Karakul Sheep Farm, Khumbathang, Officer In-Charge PGF, Khangral, Block Veterinary Officer, Kargil after getting necessary administrative/technical sanction from competent authorities.
2. Monitoring, Inspection and Supervision of the performance of the schemes and Submission of reports to Deputy Commissioner/Chief Executive Officer, LAHDC, Kargil/CEO, LAHDC-Kargil and Director Sheep Husbandry Department Kashmir.
3. Conduct of Review Meeting for assessing the performance of the schemes & take corrective action and submission of Reports to the Higher Authorities.
4. Any other works assigned to by the LAHDC Kargil/DC/CEO LAHDC Kargil.

Duties

2. His role is to supervise and co-ordinate with Blocks in the implementation of the Schemes.
Providing guidance to the Assistant Director, and Officer In-Charge, Pashmina Goat Farm, Khangral.
And Block Veterinary Officer, in the implements of all schemes.

3. Assistant Director,

1. To produce quality Rams at the government Farm for distribution in field for production of quality Sheep
2. Supervision and monitoring of the units/schemes
3. Preparation/maintenance of accounts.

Field inspection and monitoring of all programme

Block Veterinary Officer,

I. Powers:-

Establishment and administration as Head of Officer, .

Overall control of the Block Veterinary Officer,

Duties:-

1. To implement the Development Programmes at Block level.
2. Furnishing of Periodical Report to District Sheep Husbandry Officer, Kargil.
3. Selection of beneficiaries in respect of individual oriented schemes /establishment of Units.
4. Review and advise on the progress and implementation of the Development programmes.
5. Supervision and monitoring of the units/schemes
6. Preparation of accounts.
7. Awareness of departmental programmes and schemes.

Chapter – 4 (Manual –3)

Rules, Regulations, Instructions, Manual and Records, for Discharging Functions

Please provide list of rules, regulations, and instructions, manual and records, held by public authority or under its control or used by its employees for discharging functions as per the following format. This format has to be filled for each type of document

| S No | Name of the Act/rules etc | Brief Gist | Reference no if any | Priced |
|--|---------------------------|------------------------------------|---------------------|--|
| 1 | District Plan | Schemes approved by the LAHDC | District Plan | CPOs Office |
| 2 | IWIDP (SWISS) | Implemented under CSS Grant-in-aid | Guidelines CWDB-GOI | D.S.H.O Office cost of Photo copy |
| 3 | PWDS-Pashmina | -do- | -do- | -do- |
| 4 | Pashmina R & D | -do- | -do- | Principal Investigator Srinagar SKUAST |
| 5 | Grass Land Development | -do- | -do- | Dy. Director Feed & Fodder Directorate Sheep Husbandry Kashmir |
| Rest of the Government rules and document are same as any other department and can be obtained from the Government Press Jammu/Srinagar. | | | | |

Chapter – 5 (Manual – 4)

Particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof

Formulation of Policy:

Being a department of the Government of Jammu & Kashmir, it is not empowered to formulate policies for the public in general. However, in respect of its own activities public can respond through letters, emails, Complaint box, guest book in the office etc.

Implementation of Policy:

Whether there is any provision to seek consultation/Participation of public or its representatives for implementations of policies? If there is please provide details of the provisions in the following format.

| S No | Subject/Topic | Is it mandatory to ensure public Participation | Arrangement for seeking public participation |
|------|------------------------------|--|--|
| 1. | For formulation of all plans | Yes | Councilor/ Gram Sabah |

Chapter – 6 (Manual – 5)

A statement of the categories of documents that are held by it or under its control

6.1. Use the format given below to give the information about the official Documents. Also mention the place where the documents are available for e.g. at secretariat level, directorate level, others (Please mention the level in place of writing Others).

| S. No | Category of the document | Name of the document and its introduction in one line | Procedure to obtain the document | Held by /under control of |
|-------|--------------------------|---|--|---------------------------|
| 1. | Norms/ Guidelines | All schemes implemented by the Department | By an application and the price for Photo copy | D.S.H.O |
| 2. | Plans | Action plan of the various schemes | By an application and the price for Photo copy | D.S.H.O//A.D/ B.V.O |
| 3. | List of Beneficiaries | Beneficiaries of the Schemes | By an application and the price for Photo copy | D.S.H.O |

Chapter – 7 (Manual – 6)

A statement of boards, council, committees and other bodies constituted as its part

The department comes under the preview of Deputy Commissioner/Chief Executive Officer, LAHDC, Kargil (Council) in terms of the schemes relating to Sheep/Goats and Pashmina alleviation. The composition of the Governing body is listed below.

The composition of the governing body shall be as follows.

1. Hon'ble Chairman/ Chief Executive Councilor, LAHDC Kargil.
2. Deputy Commissioner/Chief Executive Officer, LAHDC, Kargil
3. Hon'ble Executive Councilor,(Agri) LAHDC Kargil.

Chapter- 8 (Manual – 7)

The names, designation and other particulars of the Public Information Officers

Assistant Public Information Officer

| S N o | Name | Designation | S.T.D Code | Ph. No. | | Fax | E. mail | Address |
|-------------|----------------|-------------------------------|---------------|---------|------|-----|----------------------------|--------------|
| | | | | Office | Home | | | |
| 1 | Dr. Mohd Sadiq | Veterinary Assistant Surgeon, | 01985 | 202060 | - | - | Sadiq 1941 03 @ gmail. com | Poyen Kargil |

Public Information Officers:

| S. N o | Name | Designation | S.T.D Code | Ph. No. | | Fax | E. mail | Address |
|--------------|----------------------|--|---------------|---------|------|-----|------------------------|---|
| | | | | Office | Home | | | |
| 1 | Dr. Niyaz Ahmad Lone | I/C Assistant Director, Karakul Sheep Farm, Khumbathang. | 01985 | 278088 | - | - | Niyazlone @ gmail, Com | Assistant Karakul Sheep Farm, Khumbathang |

District Appellate Authority:

| S N o | Name | Designation | S.T.D Code | Ph. No. | | Fax | E. mail | Address |
|-------------|-----------------------|-----------------------------------|---------------|---------|--------|--------|--|-----------------------------|
| | | | | Office | Home | | | |
| 1 | Dr. Niyaz-UI-Hassnain | District Sheep Husbandry Officer, | 01985 | 232238 | 232286 | 232238 | shdkargil1@gmail.com | D.S.H.O OFFICE BAROO KARGIL |

Chapter – 9 (Manual – 8)

Procedure followed in Decision Making Process

9.1 What is the procedure followed to take a decision for various matters? (A reference to Secretariat Manual and Rule of Business Manual and other rules/regulations etc can be made)

As per the Manual on Office Procedure.

9.2 What are the documented procedures/laid down procedures/Defined Criteria/Rules to arrive at a particular decision for important matters? What are different levels through which a decision process moves?

Same as any other Government Department

9.3 What are the arrangements made to communicate the decision? to the public?

Through the Information Department and also through public notices, radio broadcasts

9.4 Who are the officers at various levels whose opinions are sought for the process of decision-making?

Deputy Commissioner, Director, Sheep Husbandry Department Kashmir, Block Veterinary Officers, with the department

9.5 Who is the final authority that vets the decision?

General Council and Deputy Commissioner, LAHDC Kargil

Chapter – 10 (Manual – 9) Directory of Officers and Employee

| S. No | Name | Designation | STD Code | Phone No | | E-Mail | Address |
|-------|------------------------|---------------------|----------|----------|--------|--|---------------------------------|
| | | | | Office | Home | | |
| 1. | Dr. Niyaz ul Hassanain | D.S.H.O | 01985 | 232238 | 232286 | shdkargil1@gmail.com | Sheep Husbandry Complex Baroo |
| 2. | Haji Mohd Hussain Lal | Head Assistant | 01985 | 232238 | - | - | Sheep Husbandry Complex Baroo |
| 3 | Mohd Sadiq | Sr. Assistant | 01985 | - | - | | CCF (LAHDC) Office Bazar Kargil |
| 4 | K. Mohd Hussain | Sr. Assistant | 01985 | 232238 | - | - | Sheep Husbandry Complex Baroo |
| 5 | Niyaz Ali | SM/ Tech.Assistant | 01985 | 232238 | - | | Sheep Husbandry Complex Baroo |
| 6 | Mohd Hyssain | F.I/Tech. Assistant | 01985 | 232238 | - | | Sheep Husbandry Complex Baroo |
| 7 | Habibullah | Wool Sheara | 01985 | 232238 | - | | Sheep Husbandry Complex Baroo |
| 8 | Ibrahim Khan | Chauffeur | 01985 | 232238 | - | | Sheep Husbandry Complex Baroo |
| 9 | Mohd Hussain | Assistant Stockman | 01985 | 232238 | - | | Sheep Husbandry Complex Baroo |
| 10 | Talib Hussain | do | 01985 | 232238 | - | | Sheep Husbandry Complex Baroo |

Chapter – 11 (Manual – 10)
The Monthly Remuneration Received By
Each of its Officers and Employees Including the System
of Compensation as Provided in Regulations

| S. No | Name of the Officer/Official | Designation | Pay Band | Pay as on 01-07-2014 | Grade Pay | Total Pay + Grade Pay |
|-------|------------------------------|------------------------|--------------------------|----------------------|-----------|-----------------------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 1. | Dr. Niyaz ul Hassanain | D.S.H.O | PB-3 15600 - 39100 | 28700 | 7600 | 36300 |
| 2. | Haji Mohd Hussain Lal | Head Assistant | do | 16740 | 4200 | 20940 |
| 3. | Mohd Sadiq | Sr.Assistant | PB-I 5200-20200 | 8860 | 2400 | 11260 |
| 4 | K.Mohd Hussain | Sr. Assistant | Do | 10730 | 2400 | 13130 |
| 5 | Niyaz Ali | SM/ Tech.Assistant | PB-I 9300-34800 | 19200 | 4260 | 23460 |
| 6 | Mohd Hyssain | F.I/Tech. Assistant | Do | 18310 | 4240 | 22550 |
| 7 | Habibullah | Wool Shearar | Do | 11470 | 4200 | 15670 |
| 8 | Ibrahim Khan | Chauffeur | Do | 17370 | 4240 | 21610 |
| 9 | Mohd Hussain | Assistant Stockman | BP-3 4400- 7440 | 9030 | 1900 | 11390 |
| 10 | Talib Hussain | do | Do | 9860 | 2100 | 11960 |

Chapter –12 (Manual – 11)
 The Budget Allocated to each Agency
 (Particulars of all plans, proposed
 Expenditures and reports on disbursement made)

Non Plan

| Major Head | Activities to be performed | Sanctioned Budget 2014-15 | Budget estimate 2014-15 | Revised Estimate 2014-15 | Expenditure for the last year 2013-14 |
|------------|----------------------------|---------------------------|-------------------------|--------------------------|---------------------------------------|
| Non Plan | Salaries Contingent | 808.76 | 899.995 | 100.695 | 780.149 |

| Name of the Plan Scheme | Activities to be undertaken | Date of Commencement | Expected Date of completion | Amount sanctioned | Amount disbursement Till 22.2.2015 |
|--------------------------|--|----------------------|-----------------------------|-------------------|------------------------------------|
| Works through PWD Kargil | Construction of Additional rooms at DSHO comlex. | 2006 | 31 st March | 0.85 | 0 |
| Machinery equipments | Purchase of computer/copier etc | - | 31 st March | 0.15 | 0.092 |
| | Purchase of maintainance & equipt. | - | 31 st March | 0.75 | 0.736 |
| | Maintenance of Vehicle | - | 31 st March | 0.25 | 0.213 |
| Raw Materials/ DS | Feed and fodder | - | 31 st March | 17.50 | 17.463 |
| | Medicines/Drugs | | 31 st March | 2.75 | 2.60 |
| | Purchase of Ram/bucks | - | 31 st March | 2.25 | 2.248 |
| | Purchase of tentange. eqipt. | - | 31 st March | 0.50 | 0.442 |
| | Purchase of seed/fertilizer | - | 31 st March | 0.25 | 0.00 |
| | Carriage of feed supplements | - | 31 st March | 1.00 | 0.95 |
| Task Force | Training of breeders | 2011-12 | 31 st March | 4.00 | 0.00 |
| Task Force through REW | Const of Centre's | - | 31 st March | 10.00 | 0 |
| | Construction of Paddock | - | 31 st March | 69.81 | 0 |
| | Const. of B.V.O Offices | - | 31 st March | 7.96 | 0 |
| BADP | Free treatment and dosing | - | 31 st March | 2.00 | 0 |
| IWIDP (SWISS) | Feed Supplement | 2012-13 | 31 st March | 67.50 | 67.50 |
| | Health cover | - | 31 st March | 18.00 | 17.76 |

| | | | | | |
|---------------------|---|---------|------------------------|---------|---------|
| PWDS Pashmina | Distribution of high quality Pashmina Bucks | 2013-14 | 31 st March | 2.500 | 2.50 |
| | Bucks Exchange | | 31 st March | 0.500 | 0.50 |
| | For foundation stock (Pashmina) | | 31 st March | 5.000 | 5.00 |
| | Health care | | 31 st March | 0.900 | 0.90 |
| | Strengthen of existing fodder Bank/fodder Farm | | 31 st March | 25.000 | 25.00 |
| | Strengthen of existing Pashmina breeding Farm | | 31 st March | 25.000 | 0.00 |
| | Establishment of Pasture Farm on migratory routes | | 31 st March | 164.865 | 164.865 |
| | feed supplement | | 31 st March | 15.000 | 15.00 |
| | Setting up of Pashmina Goat Pen | | 31 st March | 3.750 | 3.75 |
| | Assistance for providing portable Tent | | 31 st March | 3.750 | 3.30 |
| | Distribution of imported Pashmina Combs | | 31 st March | 0.200 | 0.20 |
| | Training Programme | | 31 st March | 0.600 | 0.00 |
| | overhead expenses | | 31 st March | 0.500 | 0.50 |
| R and D Pashmina | Cost of Livestock for establishment of Pashmina Units including Goat Pan shed/transportation. | 2014-15 | 31 st March | 27.00 | 27.00 |

Chapter – 13 (Manual – 12) The Manner of Execution of Subsidy Programmes

The department proposed Rarzi System to the Flocks of the Villages of the District in all Blocks through MGNERA and proposal submitted to the Government and under consideration. A goat shelter @Rs.37000 per shelter is also under submission.

Chapter – 14 (Manual – 13) Particulars of Recipients of Concessions, permits or authorization granted by it.

No concessions, permits or authorization granted by the Department.

Chapter – 15 (Manual –14) Norms set by it for the discharge of its functions

15.1 Please provide the details of the Norms / Standards set by the department for the execution of various activities / programmes.

Activities and programmes are executed through action plan duly approved by the appropriate authorities

Chapter – 16 (Manual – 15) Information available in an electronic form

16.1 Please provide the details of the information related to the various schemes which are available in the electronic format.

The website shall be launched and all related information will be uploaded subsequently.

Chapter – 17 (Manual – 16) Particulars of the facilities available to citizens for obtaining information

17.1 Means, methods or facilitation available to the public which are adopted by the department for dissemination of information.

Office Library: There is no office library.

Drama & Shows: No show played by the department.

Through News paper: The department places notices and other information through newspapers.

Exhibition: From time to time the department participates in the exhibitions/Barat Nirman Organized the Govt. of India in a year.

Notice Board: The information about the various schemes are painted on the department notice wall.

Inspection of records in the offices: All records are up-to date in head office, however information about the schemes are available at each Block Veterinary Officer, Offices.

System of issuing copies of documents: The documents can be copied from the market/Office

Printed Manual Available: Not available but the manuals can be got copied.

Website of the Public Authority: Not hoisted as yet

Chapter – 18 (Manual – 17)

Other Useful Information

18.1 Frequently Asked Questions and their Answers by Public Authority.

What are the key functions of the Department:

The key functions of the Department of Sheep Husbandry Department are:

(i) Produce of high quality of Ram/Bucks : The department undertakes programmes at the Government Farms to produce high quality Rams/Bucks (Pashmina/Angora) for distribution to the progressive breeders of the District.

At Village level through Panchyat halqa /Councilors of the Areas and also department establish Sheep and Goat Units in the Viallges for increase of income of the people by sale of Pashmina /surplus ewes, bucks in the market and also produce high quality wool/Pashmina..

Does it implement any Government of India Schemes?

Yes, Implementation of Schemes: Implement Government of India schemes such as for providing feed supplements free of cost establishment of Pashmina units along with Goat Pen the breeder for to produce more and more Pashmina from the District during the year 2014-15 400 kgs of Pashmina produced in the District and sold to Government department like Handlooms through contractor and also to SKUAST K besides the benefits of the Pashmina also got by the people directly.

What is the Member of Parliament Local Area Development Scheme (MPLADS)?

No any MPLADS funds has been received.

Are Panchayat Functional in the District:

No.

How many Panchayat Halqas are there in the District.

At present there are ? Panchayat Halqas in the District.

How many Blocks are there in the District?

At Present there are 9 Blocks in the district.