

**HAND BOOK
OF
RIGHT TO INFORMATION**

**(Under Section 4(1) b
Of
J&K RTI Act 2009)**

ANIMAL & SHEEP HUSBANDRY DEPARTMENT

**GOVERNMENT
OF
JAMMU & KASHMIR
2015-16**

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**INFORMATION HANDBOOK
UNDER
RIGHT TO INFORMATION ACT, 2009
ANIMAL/SHEEP HUSBANDRY DEPARTMENT**

I. Introduction

The J&K Right to Information Act, 2009 as passed by the Jammu and Kashmir State Legislature received the assent of the Governor on 20th March, 2009. The Act empowers the citizens of this state to have access to the Information held under the Control of Public Authorities, in order to promote transparency and accountability in the working of every public authority, the constitution of a State Information Commission and for matters connected therewith or incidental thereto.

The objective of this handbook is to provide information to all the citizens regarding different Schemes, Plans and Functions/Duties being delivered by the Animal/Sheep Department.

II. ADDRESSES OF OFFICE(s):

Jammu Office: (November to April) Winter Capital Civil Secretariat Mini Block,
Secretary -Room No 204
JAMMU- 180001

Srinagar Office: (May to October) Summer Capital Civil Secretariat 3rd Floor,
Secretary -Room No 339
SRINAGAR 190001.

Working hours:

From 9.30 AM to 5.00 PM (Except Holiday i.e Saturday & Sunday).

III. Hand Book:

This Hand book has been prepared in accordance with Section 4(1)(b) of the Jammu & Kashmir Right to Information Act, 2009 to acquaint the public about the profile of Animal/Sheep Husbandry Department as mandated in the

Act.

This hand book is expected to help Citizens in general and people connected with farming community for dissemination of valuable information related to the sectoral activities.

IV. VISION:

Sustainable growth of livestock and poultry for nutritional security and economic prosperity of Jammu and Kashmir.

V. MISSION:

Genetic upgradation of local livestock to strengthen and improve livestock productivity and ensure a disease free livestock product supply chain for the state.

VI. OBJECTIVES:

- i. Genetic upgradation of livestock with exotic germplasm is the main activity associated with genetic up-gradation. Frozen Semen Technology being the main tool to achieve it in cattle and natural service in Buffalo and Small Ruminants.
- ii. Development of Poultry by introducing improved varieties of dual purpose birds as a backyard venture. To make commercial Poultry a viable and profitable endeavor so that it fulfills the local demand of poultry products.
- iii. Development of Sheep sector by laying emphasis on increasing mutton production and at the same time stabilizing gains achieved in fine wool production through appropriate selection and breeding methods.
- iv. Safeguarding the uniqueness of genetic resources in Goat Sector in form of Pashmina/Changra Goats and big sized Khagani goats, by following the policy which is conducive to augmentation of quality Chevon and fiber production through appropriate breeding technologies.
- v. Prevention and Control of animal diseases through intensive vaccination of livestock with the ultimate goal to ensure a healthy society by making production of disease free livestock products.

- vi. To ensure survival and propagation of minor livestock species like Double Humped Camel, Yak and Zanskari Horses and other domestic farm species of specific importance to certain areas.
- vii. Development of Feed and Fodder resources in order to realize the true potential of the improved cross bred livestock.

VII. FUNCTIONS:

- i. Responsible for overall control of matters relating to production, protection and improvement of livestock, dairy and poultry.
- ii. Nodal department for implementation of centrally Sponsored Schemes and State Plan schemes in the state
- iii. Ensuring consonance to financial and administrative regulations of the state with regards to implementation of various Central and state plan schemes by the line departments.
- iv. Advise and direct subordinate directorates in the formulation of policies and programs in the field of animal and sheep husbandry, dairy development and Poultry.
- v. Moderating the overall activities related to: (a) Development of requisite infrastructure in the state for improving animal productivity (b) Promoting infrastructure for handling, processing and marketing of milk and milk products. (c) Preservation and protection of livestock through provision of health care.

VIII. RESPONSIBILITY AND MANDATE OF DEPARTMENT:

- a) Providing Health to Livestock of State.
- b) Optimizing the output of livestock products from local livestock through Genetic up-gradation of local livestock, with the ultimate aim of attaining food security in livestock products for the state.
- c) Monitoring and surveillance of livestock diseases with the ultimate goal to safeguard human health, through enforcement of available legal framework.

- d) Promoting livestock based avenues in the state with the aim of maintaining eco-balance of natural resources and at the same time generating economic activity through such ventures.

IX. BACKGROUND PROFILE: LIVESTOCK SECTOR

- 1.1. Jammu and Kashmir is a hilly State with total area of 2,22,236 Sq. Km that sprawls over the western Himalaya and Karakorum mountains between 32.17 N and 36.58 North latitude and 73.26 E and 83.30 East longitude. The State is organized into two divisions viz Jammu, having ten districts and Kashmir having 12 districts. Geographically, there are three distinct regions i.e. Jammu, Kashmir and Ladakh.
- 1.2. The State has a complex and varied agro-climatic distribution reflecting in the diverse profile of livestock species:
- Temperate (Himalayan): Kashmir province, Chenab valley and Poonch district.
 - Subtropical zone: Most of the Jammu province.
 - Cold Arid desert: Ladakh division.
- 1.3. Major concentration of livestock is still with the farmers having marginal holdings. Most prevalent production systems are: Mixed farming, semi-pastoral, landless urban dairy farming and intensive commercial dairy farming.

PROFILE OF LIVESTOCK POPULATION				
	Livestock census			
	16 TH 1997	17 TH 2003	18 TH 2007	% AVERAGE
TOTAL CATTLE	31.75	30.84	34.43	+8.44
INDIGENOUS CATTLE	20.92	17.64	17.73	-15.68
CROSS BRED CATTLE	10.83	13.20	16.70	+54.20
TOTAL BUFFALO	7.87	10.39	10.51	+33.08
SHEEP	31.70	34.14	36.85	+16.24
GOATS	18.64	20.55	20.63	+10.67
POULTRY*	48.09	54.98	58.55	+21.75
YAK	0.33	0.47	0.62	+86.00

*Total backyard poultry.

X. RESOURCES AVAILABLE.

i. LIVESTOCK POPULATION

- a) As per 18th livestock census 2007, the State has 34.43 lakh cattle (49% crossbred), 10.5 lakh buffaloes, 20.63 lakh goats, 36.85 lakh sheep (60% crossbred), 62000 yak, 1.05 lakh horses and ponies, and 58.55 lakh poultry.
- b) Between 2003 and 2007, the population of almost all species registered a slight growth. However there has been increase in crossbred cattle (from 13.2 to 16.2 lakh) and Yak (from 0.47 to 0.62lakh) and decrease in horses and ponies (from 1.72 to 1.05 lakh). Apparently, the numbers are getting stabilized to the available feed resources and production environment.
- c) Around 50% of the total cattle population in the state has been upgraded in to high yielding cross bred variety viz Cross Bred Jersey(CBJ) and Cross Bred Holstein Friesian(CBHF).
- d) Most of the buffalo population is migratory, with majority in Jammu region. Majority of this buffalo bulls have been introduced in these local stocks for genetic up-gradation by natural service. In addition to this Artificial Insemination is being carried out by field A.I centers.
- e) Sheep sector which was a priority sector in eighties, keeping the importance of wool industry in view, has shown phenomenal growth by way of it being upgraded to around 60%. However the desirability of this up-gradation was focused on production of fine wool traits, which resulted in evolving of *Kashmir merino*. With priority now shifting to production of mutton, rearing of mutton type sheep has been taken up since late nineties.
- f) In addition, the State has some valuable genetic resources viz. goat breeds for Pashmina, Zanaskari horses and double hump camel. Though these species are being developed, for specific role in augmenting the rural economy by introduction new scientific methods of rearing and selective breeding.

ii. INFRASTRUCTURE AVAILABLE:

The Department has number of Breeding Farms for production of quality bulls and Rams. There are diagnostic laboratories and

liquid nitrogen plants for providing inputs to the department. The details of these institutions are as under.

Type of institution	Jammu	Kashmir.	Total
Cattle Breeding Farms	1	3	4
Buffalo Breeding Farms	2	-	2
Equine Breeding Farms	1	2	3
Camel Breeding Farm	-	1	1
Sheep Farms	6	11	17
Goat Farms	1	5	6
Poultry Projects	3	2	5
Rabbit Farms	-	1	1
LN2 Plants	5	6	11
Frozen Semen Centers	513	764	1175
Stock Assistant Training Institutes	1	1	2
Divisional Level Referral Labs	1 + 1	1 + 1	4
Disease Diagnosis Labs	6	8	14
Biological Production Institute	1	1+1	3
Centers (Hospital & Dispensaries)	1085 (908 Regular & 177 Trial)	1197(983 Regular 214Trial)	2282 (Regular 1891 + 391 trial)

iii. INSTITUTIONAL ARRANGEMENTS:

The institutional arrangements under the department are as:

- i. Directorate of Animal Husbandry Jammu/Kashmir: Responsible for carrying the mandate for all the livestock except small ruminants. Each Directorate is headed by a Director Animal Husbandry.
- ii. Department of Sheep Husbandry Jammu/Kashmir: Dedicated for development of small ruminants and Rabbits. Each Directorate is headed by a Director Sheep Husbandry.
- iii. Livestock Development Boards, Jammu / Kashmir: Apex body to carry out the mandate of Genetic upgradation under NPCBB a Centrally Sponsored Scheme. Each Livestock Development Board is headed by a CEO.

- iv. J & K Sheep & Sheep Products Development Board, J&K. This is headed by a Managing Director.
- v. J&K Milk Producers Cooperative Ltd., Jammu / Kashmir. This is headed by Managing Director.

XI. SALIENT FEATURES OF LIVESTOCK SECTOR:

i. CATTLE AND BUFFALO:

- i. The State has 1.67 million crossbred cows, mostly of CBHF and CBJ while the remaining 1.76 million are nondescript indigenous. In addition, there are 1.05 million buffaloes out of which 25% have been upgraded . Between 2003 and 2007, the population of crossbred cattle registered an increase of 26.07%, indigenous cattle 0.12% and the Buffalo 1.38%. The average daily milk yield is 5.62 kg for crossbred cows, 2.60 kg for local, and 4.93kg for buffaloes.
- ii. The whole state is being covered under the National Programme on Cattle and Buffalo Breeding (NPCBB). This is a flagship Centrally Sponsored Scheme (CSS) which was launched by Government of India in 2004 in the state with the release of Rs 135 lakhs. The main aim of the scheme is to extend the scientific breeding cover to hitherto uncovered breedable cattle and buffaloes and also to improve the input delivery system for the same.
- iii. Artificial insemination in cattle and buffalos is being provided through 1186 veterinary institutions of Animal Husbandry Department (stationery) which perform around 7.0 lakh inseminations a year.
- iv. The crossbreeding programme for cattle is operational, using Artificial Insemination (A.I) as the main tool. While the objective is to achieve up to 50% to 62.5% exotic blood levels; however, exceeding the exotic blood level beyond this has not been advised by the experts. A small fraction of local cattle population in its original form is also envisaged to be maintained in some pockets of the state, so as to ensure disease free status of future cross bred generations.

- v. Now, Buffaloes have also been brought within the fold of AI. However presently only 1.3% Buffalo population is under AI programme.
- vi. The two semen processing stations in the State produce only 4.95 lakh doses of semen per year (Jersey, HF and their grades, Murrah). There, is a large gap between the semen produced and semen required in the state. This requires parallel development of related facilities and infrastructure for proper AI services. There is a requirement of induction of a large number of quality breeding bulls, more trained manpower and up-gradation of sperm station facilities.
- vii. The State has got 11 Liquid Nitrogen Plants which produce about 80% of the total requirement of liquid Nitrogen needed for AI work.
- viii. In view of the envisaged extension of breeding coverage the sperm stations are being strengthened and delivery system of inputs like liquid nitrogen and F.S Straws etc shall be improved, in-service A.I workers shall be provided refresher training and educated unemployed youth shall be trained in AI and first aid service.
- ix. R.S. Pura, Jammu is the natural breeding tract for Nilli Ravi, a priced dairy breed of buffaloes. Since around 60% buffaloes are with the nomads who remain mobile, and, therefore, do not get AI facility, natural service with a limited number of bulls has led to inbreeding.

ii. SMALL RUMINANT HUSBANDRY (SHEEP & GOAT):

- a) The State is blessed with land, environment and socio-cultural setup uniquely appropriate for production of small ruminant production. The Sheep & Goat rearing in the State is the prime occupation of many rural households and tribes.
- b) While the sheep population experienced around 8% growth between 2003 and 2007, the goats grew only by 0.4%. The main contribution of this sub-sector is in much demand for fine wool and mutton. To fully exploit this potential, the J&K State has established an independent Directorate for Sheep Husbandry.

- c) Kashmir Merino, Gurezi and Karnah are the important sheep breeds in Kashmir, while as Rambouillet, Bakerwal cross, Punchi, Kagani and Beetal are the dominant sheep and goat breeds in Jammu. Around 60% of the sheep are crosses with improved fine wool traits. In the cold arid region of Leh and Kargil, the production system is intensive with unique livestock viz. Pashmina goat, and Changthangi sheep.
- d) Breeding Sheep for Quality Wool Production: Merino and Rambouillet fine Wool breeds have been used to upgrade local sheep since early 1960s. As a result, Kashmir Merino breed was evolved. The wool quality of Kashmir Merino is comparable to the best wool in the world.
- e) As of now, 70% sheep have been upgraded and have desired quality wool. Wool production during 10th plan grew by 36% . Due to minuscule A.I programme in Sheep and Goat and limited availability of breeding rams, inbreeding is on the rise.
- f) Breeding Sheep for Mutton production over the 10th plan witnessed much lower growth than wool production (26% v/s 36%). Selective breeding of sheep for better and more wool has been the emphasis in the past in spite of the fact that there were adequate returns from mutton in comparison to wool.
- g) The Department has started a pilot study on embryo transfer technology(ETT) programme wherein surrogate ewes have been implanted with imported embryos of exotic sheep viz. Dorper, Corridale and Rambouillet. Although the current exercise yielded only 8% lambs, importation of more embryos after proper training of the staff performance, acclimatization and survivability under existing agro climatic condition is under consideration.
- h) Goat Breeding is an integral part of most of the sheep rearers in the state. The Gujjar and Bakerwals tribes usually cherish rearing of goats, thereby augmenting the income of the poorest of poor community of the state. Goat milk is used at home and the animals are sold for meat. The unfavorable conditions in the state resulting in restricting of grazing areas, lack of effective breeding policy and lack of goat Development programmes in the state, and haphazard slaughter of goats to meet the ever

increasing demand for meat are some of the causes of subdued goat production in the state .

- i) Goat population in J&K (20.63 lakhs) remained almost stagnant since 2003. No effective goat development programme is operational at the moment although introduction of Beetal and Boer breeds of goat, and conservation of Kagani goat have been started in collaboration with SKUAST, particularly in respect of Boer goat at Bandipora Kashmir.

iii. POULTRY SECTOR:

- a) The State has 33.50 lakh laying birds, of which 90.36 % belong to the improved category. 75% of the eggs are consumed by the producers. Layer population experienced 60.27% growth over the last four years.
- b) The State produces around 626 million eggs (2009-10) as against the requirement is (1100) million eggs per annum. There is a wide gap between demand and production in the State. There is a need to augment the activities in the sector to the maximum. However due to high cost of egg production under intensive poultry (eggers) in temperate zones, backyard poultry rearing merits consideration. Accordingly, backyard poultry farming is popularized with induction of low input technology birds viz *Vanaraja*.

iv. OTHER DOMESTIC SPECIES: Double Humped Camel, Yak and Zanaskari Horses are other domestic farm species of specific importance to certain areas, especially the trans-Himalayan region of Lakhakh (Leh and Kargil) for their abilities to survive extreme climate, thriving on coarse feed and fodder and working as beasts of burden in difficult topography.

v. FEED AND FODDER SCENARIO.

- a) FEED AND FODDER SITUATION IN THE STATE IS GRIM: Only 4% arable land is under fodder production, and the State is 67% deficit in green fodder and 27.31% in dry fodder. Most of the concentrates for livestock and poultry feeding is imported. There is no approved and implemented pasture management strategy. No policy is in place to regenerate over used pastures.

- b) **PASTURE IMPROVEMENT INTERVENTIONS:** Needless to say that pastures form the major single source of ruminant nutrition in the State. However, due to continued neglect of pastures, the present level of bio-mass production is far too inadequate and needs attention. Pasture productivity in the State is much lower (1.0 v/s 5.0 ton) as compared with other hilly states like Himachal Pradesh.

vi. ANIMAL HEALTH COVERAGE

- a) **VETERINARY HEALTH CENTERS:** Despite vast sprawling hilly terrains and nomadic/movable animal herds, the State provides reasonably good animal health services. Mobile veterinary facility has been in place to provide health services especially to sheep and goat. Nevertheless, the quantum of animal health services in the State is inadequate. Against a requirement of 6000 veterinary centers, only 2282 are available, which are grossly inadequate, considering the vast hilly terrain and difficult topography.
- b) Inadequate facilities for surgical operations, specialized obstetrical procedures, advanced disease diagnosis, and disease surveillance and reporting is one of the impediments in smooth development of the sector. The two State Disease Diagnostic Labs, one in Srinagar, and the other in Jammu, are ill-equipped, without dedicated power supply, and fragile coordination and communication with the field apparatus.
- c) **VACCINE PRODUCTION:** the State has two Biological Production units, at Zakura-Srinagar and at R.S.Pura, Jammu, meant for production of vaccines for various infectious diseases. The State needs 18 lakh doses of HS, 10.9 lakh of BQ, 5.0 lakh of Anthrax and 27.3 lakh of sheep pox vaccine annually. The demand of other vaccines like FMD and R2B is met through purchases from the market or is procured from neighboring States. Production of sheep brain ARV in Jammu has been discontinued to comply with the National policy, and there is no expertise in Tissue Culture Vaccine production.

g. DAIRY DEVELOPMENT:

6.78 lakh MTs (about 32%) of the 19.88 lakh MT of the milk produced in the State is marketable surplus, and > 80% of it is in the unorganized hands. The State's Milk Producers Cooperative

Limited (JKMPCL) has its network of cooperative societies limited only to the neighborhood of Srinagar and Jammu cities. There are no takers of the processed milk in the remote area

XII. Presently the Department implements 12 Centrally Sponsored schemes the details are as under:

1. National Project on Cattle and Buffalo Breeding (NPCBB)
2. Intensive Dairy Development programme (IDDP).
3. Poultry Development
 - a. Assistance to state poultry farms(ASPF)
 - b. Rural poultry Backyard scheme(RPBS)
4. Conservation of Threatened Breed-Zanaskari Horse/ Yak & Double humped camel.
5. Integrated development of Small Ruminants and Rabbits(IDSRR).
6. Feed and Fodder Development.
7. Livestock Health and Disease control
 - a. Assistance to state for control of Animal Diseases.(ASCAD)
 - b. National Animal Disease Reporting System (NADRS),
 - c. Establishment and Strengthening of Veterinary Hospitals and Dispensaries.
 - d. National project for control of Brucellosis(NPCBB)
8. Strengthening of infrastructure for quality and clean milk production.
9. Livestock census.
10. Livestock Insurance
11. Integrated Sample survey of major livestock products.
12. Rashtryia Krishi Vikas Yojana.(RKVY).

XIII. Fund details of Centrally Sponsored Schemes for 2013-14 (Rs. in lacs)

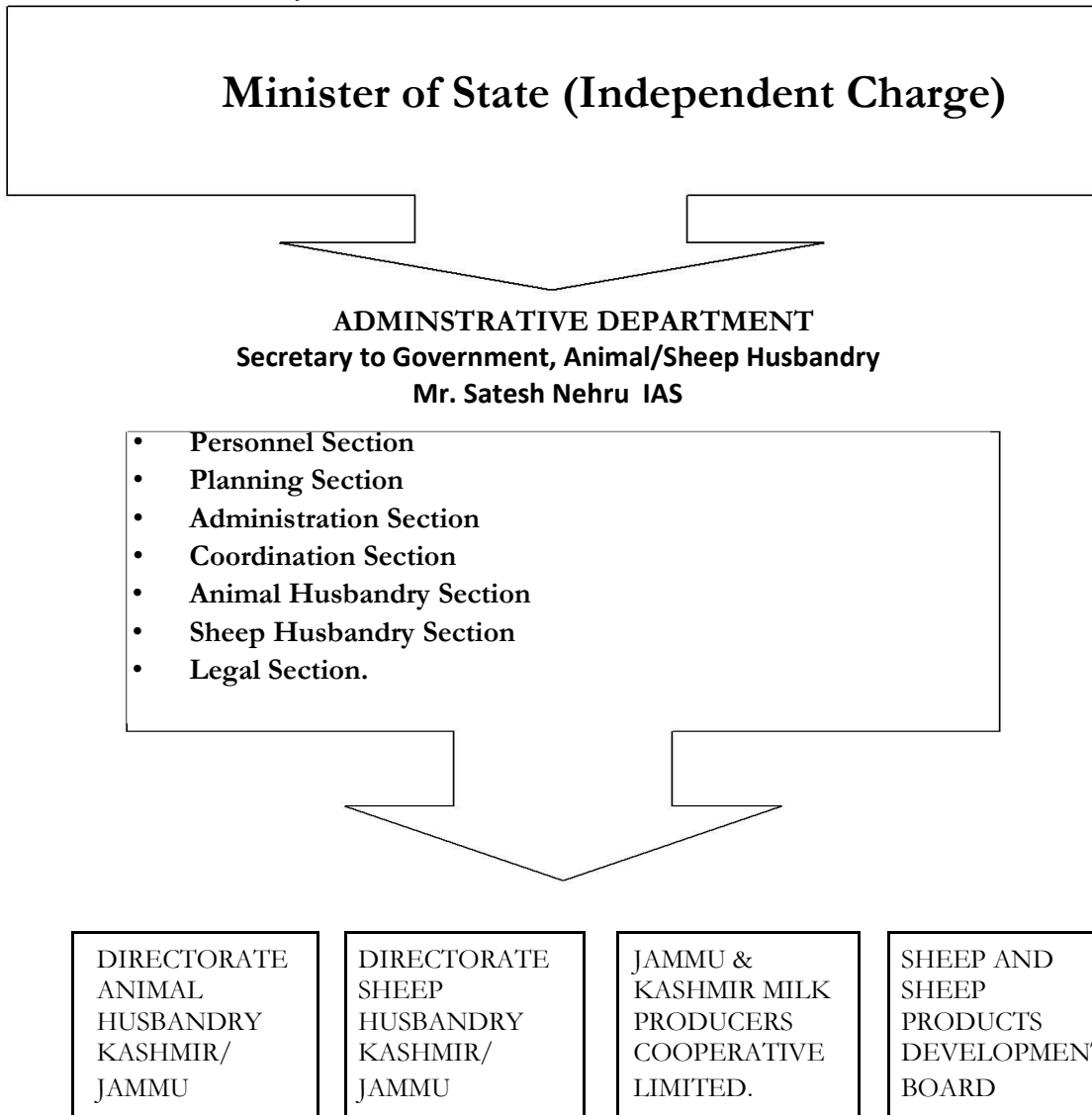
S.No	Scheme	Unspent balance as on 01.04.2013	Funds released during 2013-14	Total availability 2013-14	Expenditure as on 31/03/2014
1.	Integrated Dairy Development Project (IDDP) 100%	313.41	0.00	313.41	121.22511
2	Establishment and Strengthening of hospitals and dispensaries(ESVHD)	286.354	600.00	886.354	389.47
3	Rural Backyard Poultry Development	115.794	0.00	115.794	115.794
4.	Feed & Fodder Development	98.06	866.19	964.25	179.50645
5.	Assistance to the state for control of Animal Diseases (ASCAD)	111.134	400.00	511.13	456.60212
6.	Integrated Sample Survey (ISS)	3.008	0.00	0.00	0.00
7.	Livestock Census	3.664	99.36	103.024	102.39320
8.	Strengthening Infrastructure for Quality and clean milk production	102.30	0.00	0.00	0.00
9.	National Animal Disease System (NADRS)	0.00	3.15	3.15	3.075
10.	Conservation of Threatened breed	6.69	0.00	0.00	0.00
11.	Assistance to the State Poultry Farms	117.686	0.00	0.00	0.00
12.	National Project for control of Brucellosis(NPCBB)100%	11.729	0.00	0.00	0.00
13	Centrally Sponsored Scheme Livestock Insurance	19.72	0.00	19.72	0.00
14	NPCBB Phase II	370.66	500.00	870.66	192.13
15	Integrated Development of Small Ruminants and Rabbits for Pilot project at Panthal (ETT)	0.00	21.99	21.99	0.00
16	Integrated Development of Small Ruminants and Rabbits Human Resources Dev	0.16	0.00	0.16	0.16
	Total	1560.369	2490.69	3809.642	1560.35588

Financial Progress of Annual Plan 2013-14 ending March,2014 in respect of Animal/Sheep Husbandry Department:

(Rs. In lacs)

S.No.	Department	Total Availability during 2013-14						Cumulative Expenditure ending March,,2014						% age
		Rev.	Capital				Total	Rev.	Capital				Total	
			Normal	Projectized	Loan	Total Capital			Normal	Projectized	Loan	Total Capital		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
1	Animal Husbandry Jammu	0.00	75.49	64.50	300.00	439.99	439.99	0.00	70.54	55.46	107.27	233.27	233.27	53.01
2	Animal Husbandry Kashmir	26.00	69.98	68.84	300.00	438.82	464.82	26.00	53.08	60.70	51.33	165.11	191.11	41.11
3	Sheep Husbandry Jammu	0.00	75.15	79.79	150.00	304.94	304.94	0.00	67.15	69.99	74.57	211.71	211.71	69.42
4	Sheep Husbandry Kashmir	0.00	75.67	107.25	150.00	332.92	332.92	0.00	75.42	97.17	61.45	234.04	234.04	70.29
5	Sheep & Sheep Products development board	0.00	37.50	150.00	0.00	187.50	187.50	0.00	37.50	118.00	0.00	155.50	155.50	82.93
Total		26.00	333.79	470.38	900.00	1704.17	1730.17	26.00	303.69	401.32	294.62	999.63	1025.63	59.27

XIV. ORGANISATION CHART: ANIMAL/SHEEP HUSBANDRY DEPARTMENT



XV. Powers and Duties:**i. Minister:**

- a) Powers/Duties are exercised in accordance with the Provisions of the Jammu and Kashmir Government Business Rules.
- b) Representative of the department in State Legislature, State Cabinet and any appropriate national/international forums.

ii. Minister of State:

- a) Subject assigned to him in accordance with the distribution of work made by Hon'ble Minister in accordance with J & K Business Rules.

iii. Secretary:

- a) Overall Head of the Department.
- b) Executive authority for implementation/enforcement of all the Policies, Mandate, and functions of the Department as envisioned by the Government.
- c) Directs the formulation of policies related to Planning, Administration, and Financial matters in order to achieve the desired objectives of the sector.
- d) Review of the developmental and administrative activities of the line departments.
- e) Any other matter as may be assigned by Minister incharge.

iv. Joint Director Planning:

- a) In-charge of all the Plan and Centrally Sponsored schemes.
- b) Preparation/submission of Annual Plan.
- c) Release of plan and CSS funds.
- d) Monitoring of physical/Financial targets of all the schemes being implemented by Line departments.

v. Financial Advisor/Chief Accounts Officer:

- a) Incharge of all the matters related to Budget.

- b) Monitor the observance of state financial code by line departments.
- c) Conducts administrative audit of line departments.

vi. Dy. Secretary:

- a) In-charge of administrative matters related to staff of line departments.
- b) Matters related to litigation etc.

vii. Under Secretary:

- a) Coordinates the work of Administration section, Litigation,
- b) In-charge of the ministerial and clerical staff of the department.

viii. Technical officer/Nodal off CSS:

- a) Advisory role in matters related to technicalities of the departmental activities.
- b) Technical Appraisal of schemes being implemented by the department.

XVI. Procedure followed in decision making process including channels of supervision and accountability:

- i. The basic decision making process starts from the inputs received by the line departments.
- ii. These inputs are assessed by different sections of the department depending on the matter and its relevance to the particular section.
- iii. The matter may be referred to any committee, or Board or Institution depending upon its specificity or relevance and advice sought accordingly.
- iv. Before arriving at a final decision on important matter, consultation with competent authority is taken.
- v. On matters of formulation of Acts/Laws pertaining to livestock sector same procedure (i-iv) is followed and then referred to Legislature for according approval.

XVII. The norms set by it for the discharge of its functions :

- i. Administrative matters are dealt strictly as per the State Service Rules.
- ii. Cadre Management is conducted in accordance with the relevant recruitment rules.
- iii. Financial matters followed and monitored strictly in accordance with the State Financial Code.
- iv. Scheme norms (CSS/Plan) which are in-built for particular schemes are followed, monitored and reviewed by appropriate committees, Boards ect.

XVIII. The rules ,regulations instructions manuals and records, held by it or under its control or used by its employees for discharging it functions:

- i. Gazetted Service Rules of different Cadres(VAS, LDO, Dy. Directors, Joint Director.)
- ii. Livestock Breeding Policy 2010-11.
- iii. J & K Veterinary Council Act 2001.
- iv. Prevention of Cruelty to Animals Act 1934 AD.
- v. Seniority List of Gazetted Cadres.
- vi. Bye Laws of Livestock Development Boards Jammu/Kashmir.

XIX. A Statement of the categories of documents that are held by it or under its control.

Relevant Government Orders, Notifications, Standing orders, Circulars and similar instruments issued relating to Physical/Financial details for Plan & CSS schemes, Service matters and Condition of Service Regulation, Delegation of powers ect.

XX. The particulars of any arrangement that exists with or representation by the members of the public in relation to the formulation of its policy or implementation thereof.

Public representation under following is present:

- i.** Five representatives of Voluntary organizations (recognized by Govt) dedicated to State Animal Welfare in State Animal Welfare Board.
- ii.** One representative from any registered social organization in Executive Committee of State Animal welfare Board.
- iii.** In Livestock Purchase committee(Sheep Husbandry Department) Progressive Sheep Breeders are coopted as memebers. The elite Rams purchased under Schemes like Mini-Sheep Farm Scheme(State Plan, RKVY) and IDSRR.

XXI. A Statement of the boards, councils and other bodies consisting of two or more persons constituted as its part or for the purpose for its advice and as to whether meeting of those boards, councils, committees and other bodies are open to public, or the minutes of such meeting are accessible for public.

The department has constituted:

- i.** State Implementation Agencies (SIA)for implementation of CSSs:
 - a) National Project for Cattle and Buffalo Breeding. Under the aegis of SIA two Livestock Development Boards are functional.
 - b) Integrated Development of Small Ruminants and Rabbits.
- ii.** State Animal Welfare Board .
- iii.** Departmental promotional Committee.
- iv.** State Purchase Level Committee

The minutes of these are not open to public.

XXII. A Directory of its officers and employees.

S.No.	Designation	Name S/Shri/Smt.	Mobile Number
1.	Secretary	Satesh Nehru	8803006474
2.	Financial Advisor/CAO	Seema Bhasin	9419134340
3.	Special Secretary	Amit Sharma	9419102220
4.	Joint Director (Planning)	Gh.Nabi Rather	9419076812
5.	Deputy Secretary	Kuldip Kumar Sapolia	-
6.	Under Secretary	Gurdeep Kour	-
7.	Under Secretary	Ashok Singh Katoch	9796863036
8.	Pvt. Secretary to Secretary to Government	Hakim Muzaffar	9419056498
9.	Technical Officer	Shakeel Ahmad	9419014214
10.	Assistant Legal Reimburse /PLO	Sumya Mir	9419537395
11.	Statistical Officer (Plg)	Bishembar Dass	9419293669
12.	Section Officer (Sheep)	Arshad Hussain	9622365727
13.	Section Officer (Animal)	Chaman Lal	9797520194
14.	PA to Secretary to Government	Sajad Ahmad	9622396634
15.	Assistant Accounts Officer	Sanjay Kumar	8803178508
16.	Head Assistant (Nazir)	Ajaz Ahmad	-
17.	Head Assistant (Animal)	Hilal Ahmad Bhat	9419085898
18.	Statistical Assistant (plg)	Parvez Ahmad	9419093999
19.	Head Assistant(Sheep)	Inder Singh Boloria	9858474881
20.	Senior Assistant (Sheep)	Hamida Akhter	9419982786
21.	Senior Assistant (Legal)	Farooq Ahmad	9797606607
22.	Senior Assistant (Sheep)	Hira Lal Koul	9419908624
23.	Senior Assistant (Animal)	Tawoos Hussian	9419081786
24.	Junior Statistical Assistant (Plg)	Zahoor Ahmad	9797943001
25.	Orderly	Bashir Ahmad	

XXIII. The monthly remuneration received by each of its officers/employees including the system of compensation as provided in its regulation.

S.No.	Designation	Name S/Shri/Smt.	Gross monthly pay (lacs)
1.	Secretary	Satesh Nehru	1.41
2.	Financial Advisor/CAO	Seema Bhasin	0.73
3.	Special Secretary	Amit Sharma	0.69
4.	Joint Director (Planning)	Gh.Nabi Rather	0.72
5.	Deputy Secretary	Kuldip Kumar Sapolia	0.74
6.	Under Secretary	Gurdeep Kour	0.51
7.	Under Secretary	Ashok Singh Katoch	0.44
8.	Pvt. Secretary to Secretary to Government	Hakim Muzaffar	0.66
9.	Technical Officer	Shakeel Ahmad	1.08
10.	Assistant Legal Reimburse /PLO	Sumya Mir	0.46
11.	Statistical Officer (Plg)	Bishembar Dass	0.48
12.	Section Officer (Sheep)	Arshad Hussain	0.38
13.	Section Officer (Animal)	Chaman Lal	0.37
14.	PA to Secretary to Government	Sajad Ahmad	0.42
15.	Assistant Accounts Officer	Sanjay Kumar	0.41
16.	Head Assistant (Nazir)	Ajaz Ahmad	0.44
17.	Head Assistant (Animal)	Hilal Ahmad Bhat	0.31
18.	Statistical Assistant (plg)	Parvez Ahmad	0.38
19.	Head Assistant(Sheep)	Inder Singh Boloria	0.30
20.	Senior Assistant (Sheep)	Hamida Akhter	0.32
21.	Senior Assistant (Legal)	Farooq Ahmad	0.28
22.	Senior Assistant (Sheep)	Hira Lal Koul	0.23
23.	Senior Assistant (Animal)	Tawoos Hussian	0.22
24.	Junior Statistical Assistant (Plg)	Zahoor Ahmad	0.24
25.	Orderly	Bashir Ahmad	0.26

XXIV. The manner of execution of subsidy , programmes including the amounts allocated and details of beneficiaries of such programmes.

Following CSS/Plan schemes have the component of subsidy, the list of beneficiaries is can be had from the Directorates Animal or Sheep Husbandry of the respective divisions, the details subsidy in these schemes is as under:

- i. Rural Poultry Backyard Scheme, under which Rs/750. per BPL family is given as a cheque for construction of night sheds.
- ii. Under Central Sector scheme Dairy Entrepreneurship Development Scheme(DEDS) establishment of 2 or 10 cows dairy units is taken up. The subsidy is to the tune of 25% for General category and 33% for SC/ST of the total cost i.e 1.00 lakh for 2Cows unit and Rs 5.00 lakhs for 10 cow unit. Subsidy is back ended and routed through NABARD.
- iii. Same subsidy framework exists for another Central sector scheme 'Poultry venture Capital Scheme'.
- iv. Under Central Sector scheme for Sheep and Goats "Integrated Development for Small Ruminants and Rabbits" (IDSRR) 33% subsidy is given for establishment of 25 ewe unit of the capital cost(1.00 lakh) and 25% for general and 33% for SC/ST for establishment of 500 ewe unit having a total capital cost ceiling of Rs 25.00 lakhs. The Subsidy is routed through NABARD and is back ended.
- v. Under State Plan scheme for Sheep and Goat 'Mini Sheep Farm Scheme' Rs 0.60 lakhs is given per beneficiary and subsidy routed through bank.

XXV. The Budget allocated to each of its agencies indicating the particulars of all plans proposed expenditure and reports on disbursement made for 2012-13.

SN_o	HOD	Budget Allotted(INR) 2013-14	Expenditure(lakhs) 2013-14
1	Animal Husbandry Jammu	11018.64	9066.03
2	Animal Husbandry Kashmir	11487.44	10792.88
3	Sheep Husbandry Jammu	6526.60	5452.18
4	Sheep Husbandry Kashmir	6821.31	5889.38
	Total	35853.99	31200.47

XXVI. Particulars of recipients of concession permits of authorization granted by it.

Not Applicable to Department.

XXVII. Details in respect of the information available to or held by it reduced in and electronic form.

All relevant information is hosted on the website www.jkash.nic.in of the Commission.

XXVIII. The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room if maintained for public use.

No library facility is available for the general public. However, the Department and Directorates under its control, have important books and references. It contains all relevant books on Rules , Regulations etc required by the employees in discharge of their functions. General information is hosted on the Website <http://www.jkash.nic.in> to benefit the citizens.

XXIX. The name designation and other particulars of the PIOs.

Designation	Name S/Shri
First Appellate Authority	Amit Sharma, Special Secretary to Government Mob. No. 941902220
Public Information Officer (PIO)	Gurdeep Kour, Under Secretary to Government Mob.
Assistant Public Information Officer (APIO)	Ashok Singh Katoch, Under Secretary to Government Mob. 9596950297

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