

PROFORMA FOR WEBSITE OF ANIMAL HUSBANDRY & VETERINARY SERVICES, DAMAN

1. Name of the Department : Animal Husbandry & Veterinary Services,
U. T. Administration of Daman & Diu
Daman.
2. Head of the Department/Contact Person: Shri S. P. Dixit
Secretary (AH&VS)
U. T. Admn. of Daman & Diu
Secretariat
Daman
3. Contact Address : Office of the Animal Husbandry & Veterinary Services,
Govt. Dairy Farm Somnath, Kachigam Road,
(U. T. Administration of Daman & Diu)
Daman – 396 210.
4. Telephone Nos. 0260 -2240024
5. Fax No. 0260-2240024
6. E-mail Address: ----
7. Any other Contact Details : ---
8. The Brief Description about the functionality of the Department:

Departmental Activities:

1. The ultimate goal of Veterinary Service to the public is animal production, i.e., production of food of animal origin (Milk, Meat and eggs) for human consumption. Animal production in a country like India is a challenge. It is specifically applicable in all animal production systems. Veterinary and animal husbandry in combination is an environment-friendly facility in general to develop animal production

Treatment, prevention, and control of disease, especially the infectious and some other preventable disease, play a pivotal role in any animal production system. Along with this aspect, it is to be seen that the animals are bred well, fed well, and managed well.

At present the Veterinary Office is providing treatment to sick animals of farmer/owner. At dispensary level the treatment is mainly provided to small animal's viz. Pets (Dog, Cat, Pigeon, Parrot and others), Sheep & Goats. The department even provided treatment in emergency during odd hours.

Keeping in mind above concept this office proposes various schemes to enhance its activity in district, as to deliver appropriate facility to the people of Diu District.

2. Issue N.O.C.for sale of chicken & mutton shop.

Other Works:

1. Inspection of chicken & mutton shop.
2. Guidance to the farmers.
3. Organizing trainings for Farmers..
4. Periodic meeting with the Farmers/Panchayat Members.

9. List and Description of the Services / Schemes to the Public :

Departmental Plan Schemes

1. Name of the Scheme:-Direction and Administrative strengthening up of Animal Husbandry and Veterinary Office, Daman

Objective: It is felt necessary to strengthen the Veterinary Services and set up Animal Husbandry Office at Daman for better Planning, Direction and Execution of all Animal Husbandry and Veterinary Services in the U.T.

2.NAME OF THE SCHEME:- Re-Establishment of Dairy Dev. Farm ; Kachigam, Daman.

Objective:- At Dairy Development Farm, we were keeping Cattle of Indigenous as well as exotic breed for rearing, milk production and the main motive was Demonstration. By visiting this farm, a farmer and small entrepreneur can establish their own farm on scientific manner. Later on the farm was closed due some reasons.

In the present farm, we want to start rearing of Goat. The Goat faring will be much useful because this animal requires very low maintenance, less feed and can suffice the milk supply to a small and poor farmer/ owner.

3.Name of Scheme: Poultry Demonstration Farm.At dairy farm Kachigam, Daman.

Objective:The objectives of the scheme is to replace low productive indigenous Poultry birds with improved germ plasma of Genetically improved Deshi breed derived by using Genetics Science. This will improve growth rate, and prevents early mortality, gives good growth in short period. This scheme besides improving Poultry breed for meat and Egg production will also help the farmers.

Our Department is running Poultry Demonstration Farm since last 10 years at Bucharwada Village in Diu, successfully. Due to this Farm to private Poultry farm were come up in both Village Panchayat Area of Diu District. This is providing employment to the rural people as well as the Broiler birds to the people of Villages. The same scheme is going to replicate in Daman for the benefit of the farmer's of Daman.

4.Name of Scheme: Implementation of ABC (Animal Birth Control) project. (New Proposal)

1. **Objective:**The objectives of the scheme are to sterilize the street dogs to check the tremendous increase in population. Due to PCA (Prevention of Cruelty to Animal) Act now it is ban for culling of street dogs by the government agency using any method. Weather poison in meat-ball or shooting by gun is falls under cruelty.

Due to increase in number of street dogs, Government hospital everyday receives the case of dog bite. And, if dog becomes rabid than it create menace in society through biting the people and the animal. In village area this office received cases of dog bite to Goat, Cattle & Buffalo. Although we are providing ARV (Anti Rabies Vaccine) free of cost, but many times it is seen that the dog may bite in night time and due to small lacerated wound even animal Owner do not notice it. It is comes to knowledge of the owner when animal develop the sign of Rabies.

**5. Name of Scheme:- Emu farming Demonstration Farm, Daman.
(New Proposal)**

Objective: Emu farming is a new concept in India, and has good prospects. Emu are sturdy birds and able accommodate any kind of climates.

WHY ARE EMUS BEING RAISED COMMERCIALY.

- i) Emu farming can be taken as an allied activity by farmers.
- ii) Alternative source of Income for farmers with small tracts of land.
- iii) Emu farm requires relatively less man power and cost but the return are very high
- iv) Emus are very rough and hardy bird with average life span of 40 years.
- v) Reaches maturity after 18 months and give average 2 Eggs in breeding season.
- vi) Hatching of eggs takes 49-50 days with hatchability up to 70% 75 %.
- vii) Almost 97% of the bird is utilized.
- viii) Emus give value added products.
- ix) Feed Conversion Ratio of Emus is 5:1.
- x) One good Emu pair can give you 30 to 50 lacs in their lifetime.

CENTRALLY SPONSORED SCHEMES:-

1. No Centrally sponsored schemes implement by this department.

District plan

Following Plan schemes have been transferred to the District Panchayat.

Name of the Scheme :

1. Assistance to tribal for Goats rearing.
2. Assistance to small and Marginal Tribal farmers for supply of fodder seeds and equipments for cultivation of fodder.
3. Training to Farmers for poultry & life stock management.
4. Control of Epizooties.
5. Maintenance charges of cows and buffalo claves.
6. Grant of subsidy to the Tribals for purchase of Milch animals.
7. Grassland development.
8. Fodder & Feed development.
9. Assistance to local bodies in establishment of Veterinary and centres.
10. Prevention of epidemic and contagious disease.
11. Development of Cattle & breeding.
12. Establishment & Maintenance of Animal Market.

10. Major Achievements so far

During the year 2007-08:

1. Under the plan scheme "Poultry Demonstration farm, Daman this will improve growth rate, and prevents early mortality, gives good growth in short period. This scheme besides improving Poultry breed for meat and Egg production will also help the farmers,
2. Under the plan scheme "Implementation of Animal Birth Control(ABC) project. Co-ordination between two government agencies: 1) Veterinary Dispensary, Dept of Ah & V.S., Daman and (2) Daman Municipal Council, Daman

11. Functionality of the Department directly touches to the Public:

The list of task/activities:

N.O.C. / MEAT SHOP:

The owner of the meat shop shall apply for the N.O.C. for sale of Chicken/muttonshop. He has to give details of his shop like registration number, name, address, etc. He has to submit a NOC from Panchayat/DMC and PHC, Daman

12. Any other details of Public interest not covered in above.

N. A.

13. Citizen Charter of the Department:

Animal Husbandry:-

The procedure followed in decision making process, including channel of supervision and accountability:-

This Department is under the control of the Assistant Secretary Education/Commissioner of VAT who is also Secretary(Animal Husbandry). The Department is independently making decision relating to the public issues. Now for better supervision and accountability the Director is in channel above the Veterinary Officer. However, orders are being taken from the Head of Department (i.e. Asstt. Secretary Education/Commissioner of VAT). Moreover, so far as the treatment of the animal concerned, the Veterinary Assistant provides first aid treatment, under direct supervision of Veterinary Officer i/c Hospital.

Animal husbandry is an important economic activity associated with agriculture playing a vital role in generating employment supplementary income of small and marginal farmers and agricultural labourers in the U.T. of Daman & Diu. Poultry and goat rearing is a common phenomenon in the U.T. since there is good demand for goat meat and poultry in hotels

- Functions:-** The main focus of the activities of the Department are:
- i) The development of the requisite infrastructure for improving the animal productivity.
 - ii) This scheme was introduced for up gradation of local Deshi breeds as well as to produce entrepreneurs in village areas, so the unemployed youth can generate livelihood by establishing small scale poultry farming.

The Department of Animal Husbandry and Veterinary Services has been entrusted the responsibilities of implementing EMU farming Demonstration Farm and reestablishment of Dairy Demonstration Schemes as well as Veterinary services.

(ii) Power and Duties of Officer and Employees:

Financial:

The Veterinary Officer is the HO/DDO in respect of this Department who has been delegated Financial power under the provision of Delegation of Financial Power Rules.

Administrative:

To control staff, sanctioning of leave, Advance, increment, and to initiate disciplinary action against the staff as per provision of CCS(C&A) Rules.

Duties of Officer/Emloymeets:

(a) Veterinary Officer: (I/C Veterinary Hospital and Poultry Farm)

- # Treatment of Animals.
- # Attend the emergency cases.
- # Attend the surgical cases.
- # Supervision of Stockman's activities.
- # Inspection and checking registers maintained by Veterinary Assistant.
- # Supervision of vaccination and Veterinary services.
- # Preparation of demand of medicines, vaccinations and other requirement of equipment of animal, poultry health and veterinary services.
- # Watch on medicines, vaccines etc.
- # Distribution of medicines, vaccination at Centres.
- # Implementation of schemes for poultry development.
- # Correspondence of official references pertaining to poultry Farm/Hospital etc.
- # Maintenance of Veterinary Hospital and Poultry farms.
- # Treatment and care of poultry birds.
- # Supervision on proper and regular sell of poultry birds.
- # Checking and signing of registers
- # Preparation of demand of feeds and supplements for govt. poultry farm.
- # Submission of periodical returns.
- # Formulation of Five year plan, Annual plan, Budget Estimate, Revised Estimates etc.
- # As a Technically Head of the Animal Husbandry Department, he is discharging the duties of compliance of Government of India references, Parliament Questions etc.

(b) Account/UDC.

- # Compilation of accounts.
 - # Reconciliation of appropriation.
 - # Maintenance of progress Register of Budget expenditure and Plan exp.
 - # Submission of periodical return of accounts.
 - # Preparation of Budget and Plan.
 - # Scrutiny of service matters concerned with accounts(Pay and Allowances, Fixation, pension cases etc.)
- Other account work entrusted by Veterinary Officer.
- # Correspondence of Government and Administration reference.
 - # Cash transaction.
 - # Maintenance of Cash Book and relevant registers.
 - # Preparation of pay bills and contingent bills.
 - # Maintenance of S.O. file.
 - # Typing work of accounts.
 - # Other account works assigned by Veterinary Officer.

(c) **Store Keeper:**

- # Maintenance of register of purchase of feed and fodder.
- # Submission of proposal for purchase of feed, fodder and poultry chicks.
- # Maintenance of register for purchase of medicines, equipment, stationery, Furniture etc.
- # Submission of proposal for purchase of consumable articles required for Poultry/hospital and office use.
- # To maintain dead-stock register to keep proper account of material purchase including computer/xerox etc.
- # Correspondence of official reference pertaining to his compilation.
- # Any other work assigned by Veterinary Officer.

(d) **Dispatch Clerk(LDC)**

- # Maintenance of Register for inwards and outward of dak of the office.
- # Maintenance of Register of Stamp, D.O., letter, Parliament Questions.
- # Distribution of letters after marked by Veterinary Officer to concerned staff
- # Typing work of office.
- # Maintenance of file register.
- # Maintenance of Log Book.
- # Maintenance of Sikka register.
- # Other miscellaneous works assigned by veterinary Officer.

(e) **Veterinary Assistant i/c Dairy Farm**

- # Maintenance of all required dairy/poultry register and record as per guidance of Veterinary Officer.
- Maintenance of poultry sell, milk production register and record of each Animals/birds.
- # Maintenance of register of pregnancy of animals.
 - # Register of empty gunny bags and farm yard Manure.
 - # Maintenance of register of feed and fodder accounts purchase for Poultry birds/dairy animals.
 - # Maintenance of daily feeding register.
 - # Maintenance of register of bills received and issued.
 - # To look after the Poultry birds/dairy animals and to give the necessary guidance to staff.
 - # To keep proper watch ward on Poultry birds/animals so that timely intimation can be given to the Veterinary Officer regarding illness of animals/Poultry birds.
 - # Supervision of Poultry/Dairy farm staff works so that maximum work can be extracted from them.
 - # Other works assigned by Veterinary Officer i/c Poultry/Dairy Farm.
 - # Maintenance of premium Bull register.
 - # Maintenance of feed and fodder register of premium bulls.
 - # Maintenance of Service record of Premium Bulls.
 - # Maintenance of feeding register of Premium Bulls.
 - # Maintenance of History sheet of Premium Bulls.

(f) Veterinary Assistant i/c Veterinary Hospital:

- # Maintenance of all records as per guidance of Veterinary Officer i/c Veterinary Hospital.
 - # Maintenance of register of purchase and distribution of medicines stores etc.
 - # Maintenance of register of dead-stock i.e. furniture, surgical instrument etc.
 - # Maintenance of outdoor treatment register.
 - # Maintenance of supply medicine register.
 - # Maintenance of library register.
 - # Maintenance of sera and vaccine register.
 - # Submission of periodical returns in respect of Veterinary Hospital.
 - # Preparation of contagious out breaks report.
 - # Preparation of correspondence of official reference for Veterinary officer.
- Correspondence of Government and Administration reference.
- # Maintenance of Implementation of centrally Sponsored schemes references.
 - # Assisting Veterinary Officer in all matters of Department.
 - # Other works assigned by Veterinary Officer.

(g) Veterinary Assistant i/c Centre:

- # First Aid Treatment of animals and birds and supply of medicines.
- # Castration of Scrub bulls.
- # Vaccination of cattle and poultry in clean and affected area.
- # Programme for animal health and Veterinary Services, Dairying Poultry farming and (Artificial Insemination) A.I. activities.
- # To look after Panjarapoles and Gaushalas cooperatives dairy/Poultry farm for first and veterinary services.
- # To maintain all relevant registers prescribed for keeping proper account of medicine, vaccine, sera etc at the level of Veterinary Aid centre.
- # Submission of periodical return.
- # Correspondence of official references.
- # Other works assigned by Veterinary Officer.

(iii) The procedure followed in decision making process, including channel of supervision and accountability:-

This Department is under the control of the Assistant Secretary Education/Commissioner of VAT who is also Secretary(Animal Husbandry). The Department if independently making decision relating to the public issues. Now for better supervision and accountability the Director is in channel above the Veterinary Officer. However, order are being taken from the Head of Department (i.e. Asstt. Secretary Education/Commissioner of VA). Moreover, so far a the treatment of the animal concerned, the Veterinary Assistant provides first aid treatment, under direct supervision of Veterinary Officer i/c Hospital.

14. Pictures/Photographs of the Department Office/Building

Construction Work under progress..

15. All the Information sought under RTI Act, categorically

(i) Information provided are as under:

Sr.No.	Name of Post	Name & Address	Working Place.
01.	Veterinary Officer	Dr. M. B. Sapara, D/2/B – Govt. Quarters, Fort Area, Moti Daman.	Veterinary Officer.
02	Veterinary Assistant.	Shri Gulab B. patel, Ambawadi, Moti Daman	Veterinary Officer
03	-- do --	Shri Thakor B. Patel, Marwad, Nani Daman.	District Panchayat
04	-- do --	Shri Harish N. Joshi, Brahmin Falia, Bhimpore, Nani Daman.	Sub Centre Masgarwada
05	-- do --	Shri F. F. Rocha, Assucena Road, Moti Daman.	Veterinary Officer
06	Store Keeper/UDC	Shri Pravin B.. Halpati, Kumbharwad, Nani Daman.	Veterinary Officer
07	UDC	Shri Ganesh G. Dhodia, Chhapli Sheri, Nani Daman	Veterinary Officer
08.	LDC	Shri Ramesh . Damania, Panch Rasta, Nani Daman.	Veterinary Officer
09	LDC	Shri Jantilal R. Makwana, Patelwadi, Bucharwada, Diu.	Veterinary Officer
10.	Attendant Dresser	Shri Chhagan B. Patel, Ringanwada, Nani Daman.	District Panchayat
11	-- do --	Shri B. M. Gowadkar, Mangelwad, Moti Daman.	District Panchayat
12.	Bull Attendant	Shri Babubhai N. Patel, Kachigam, Nani Daman.	Sub Centre Bhimpore
13.	-- do --	Shri Pravin C. Halpati, Naila Pardi, Moti Daman.	Sub centre Magarwada
14	-- do --	Shri Raichand B. Halpati Naila Pardi, Moti Daman.	Veterinary Officer
15	Milkman	Shri Navin G. Kamli, Ringanwad, Nani Daman	Veterinary Officer
16	-- do --	Shri Dilip B. Mitna, Khariwad, Mitnawad, Nani Daman.	Veterinary Officer
17	Attendant	Shri Pravin P. Rathod, Govt. Quarters, Govt. Dairy Farm Somnath, Kachigam, Nani Daman.	District Panchayat
18	Peon	Shri Raman G. Tandel, Dholar, Moti Daman.	Veterinary Officer

ii) Information provided for medicines and fodders.

iii) Information provided regarding salary of Visiting Veterinary Doctor.

iv) Information provide are as under:

- 1) It is to inform that in Daman is small Union Territory of 72 Sq. Kms. In Daman there are seven Dairy Farms 'Tabela' of small size. The animals kept are ranging from 8 to 30 and Milk production ranges between 28 to 130 Lts.
- 2) The animals are kept in sufficient space. These Tabelas having Kachcha sheds and floor and in day they are also sent for grazing in Monsoon and early phase of winter season. The owners are regularly asking for the treatment of sick animals from Animal Husbandry department as well as from private practitioner.
- 3) There is no artificial insemination practiced by the any Tabela Owners.
- 4) They are not using Oxytocin injection for milking purpose, and our Animal Husbandry department has instructed and informed about the ban of use of such drugs in India.
- 5) Further, regarding monitoring of the implementation of the existing laws; in this regards the Animal Welfare Board (AWB) has been reconstituted vide order No. 6-3/22-FD/1075, Dated: 18-12-2000 in U. T. Of Diu & Daman and DNH. (Copy enclosed)
- 6) An Animal Husbandry department is taking suitable steps to protect animals from criminal harm and unlawful abuse of animals. We will work with members of the cabinet to ensure that penalties for cruelty to animals are significant enough, so it act as deterrents.

