

**PROFORMA**  
**ANNUAL REPORT FOR EXTENSION CENTRE**  
**(1<sup>st</sup> June 2019 to 31<sup>st</sup> May 2020)**

**1. Name of the Extension Centre:**

**2. Address**

Postal Correspondence :

Telephone No. with STD Code :

Fax No. :

Mobile No. :

E-mail :

**3. Year of Establishment:**

**4. Name and Period of the Head of the Extension Centre:**

Name	Period	
	From	To

**5. Objectives / Mandate:**

**6. Strength of Teaching Staff:**

S. No.	Cadre	Sanctioned Strength	In-position
1.	Principal Scientist		
2.	Senior Scientist		
3.	Scientist		
4.	Research Assistant / Research Associate (JRF/SRF)		
	<b>Total</b>		

Note: Strictly mention the University sanctioned posts only under Sanctioned strength. The details of other posts, if any, may be given separately.

**7. Deputation to M.Sc. or Ph.D. on Study Leave / Other Trainings / Summer Institutes / Other Organizations**

Name of the Individual	Period		Purpose	Place / Institute
	From	To		

### 8. Strength of Non-Teaching Staff

<b>S. No.</b>	<b>Sanctioned Post / Category</b>	<b>Sanctioned Strength</b>	<b>In-position</b>

Note: Name of the sanctioned post should be specified correctly  
Category means AO/AR/Supt./Sr. Asst. / JACT/AEO/Rec. Asst.

### 9. Information of Individual Teaching Staff

S. No.	Name of sanctioned post	Name of the employee	Designation	Cadre (Asst. Prof./ Assoc. Prof. /Prof.)	CAS/ Direct	Date of Birth	Gen-der	Reli-gion	Social status	Dis-abled Y/N	Date of joinin-g in the Univ.	Edu-cational Quali-fication M.Sc. / Ph.D.	Depart-ment (Agronomy / Extension etc.,)	Mobile	E-mail
	1	2	4	5	6	7	8	9	10	11	12	13	14	15	16

Note: In Col.10, if Social Status is BC, Please give A/B/C/D/E also (Eg:BC-D) If vacant, indicate 'Vacant' in Col.3 and Col. 4 against Sanction Post in Col. 2

### 10. Information of Individual Non-Teaching Staff

S. No.	Name of sanctioned post	Name of the employee	Designation	Date of Birth	Gender	Religion	Social status	Disabled Y/N	Date of joining in the Univ.	Edu-cational Quali-fication	Mobile	Email
1	2	3	4	5	6	7	8	9	10	11	12	13

Note: In Col.8, if Social Status is BC, Please give A/B/C/D/E also (Eg: BC-D) If vacant, indicate 'Vacant' in Col.3 against Sanction Post in Col.2

### 11. Social Status of the Staff

Particulars	SC	ST	BC	OC	Minorities					
					M	C	S	P	B	Others
<b>Teaching</b>										
Professor										
Assoc. Professor										
Asst. Professor										
<b>Non-Teaching</b>										
Class I										
Class II										
Class III										
Class IV										

M-Muslims, C-Christians, S-Sikhs, P-Parsis, B-Buddhists

### 12. Staff Quarters

Type	Total No. of Staff Quarters	Vacant	Staff Quarters Occupied (Cadre-wise)				
			OC	BC	SC	ST	Minorities
Teaching							
Non-Teaching							

Note: If vacant, specify reasons

### 13. Land with DAATTC / KVK

S. No.	Particulars	Area in hectares
1.	Roads, Buildings	
2.	Demonstration Units	
3.	Crops	
4.	Threshing floor	
5.	Others (if any)	
6.	Vacant land	
	<b>Total</b>	

### 14. Equipment Purchased (costing more than Rs.25,000/- per unit) During the Year:

S. No.	Equipment Purchased	Value (Rs.)

## 15. Budget Details

:

### a) Particulars of Schemes Operating in the Station / Centre

Name of the Scheme (Specify the name)	Date of Implementation	Budget	
		NRC	Recurring contingencies
State Plan			
RKVY			
ICAR			
UGC			
DST / DBT			
Foreign etc			
Others (Specify)			
Total			

### b) Revolving Fund

S. No.	Particulars	2017-18	2018-19
1.	Amount Sanctioned (Rs.)		
2.	Seed production (Q) Breeder Seed Foundation Seed		
3.	Sale of Seed (Rs.) Breeder Seed Foundation Seed		
4.	Completion of Audit up to		
5.	Transfer of reserve amount to University, if any		

## 16. Technology Assessment and Refinement

S. No.	Category (Agri./ Hort./ A.H./ H. Sc.)	Nature of Extension Intervention	Technology Intervention	Yield (kg/ha)		Feedback
				Trial	Control	

## 17. Diagnostic Field Visits

- a). No. of Diagnostic field visits
  - a). Alone
  - b). Along with ARS / RARS / Department OfficersTotal:
- b). Crop wise problems identified and handled (Give details)

### 18. Performance of Demonstration Units of KVKs

Year of Establishment	Area	Details of Unit	Amount (Rs.)		Remarks
			Cost of Inputs	Gross income	

### 19. Performance in Seed Production by KVKs

Crop / Variety	Details of Production		Amount (Rs.)		Remarks
	Area (ha)	Quantity (q/ha)	Cost of Inputs (Rs)	Gross income (Rs)	

### 20. Capacity Building Programmes (Training, Group Discussion (GD), Skill Teaching (ST), Method Demonstration (MD), Field Day (FD), etc.)

(Note: Give details separately for Farmers / Extension Personnel / NGOs)

S. No.	Category Trg./GD/ST/MD/FD	Title	Duration		No. of beneficiaries					
			From	To	Farmer	Farm Women	Extn. Personnel	AMC level	NGOs	Total

### 21. Vocational Trainings undertaken by KVKs

S. No.	Title	Duration		No. of Beneficiaries		Total
		From	To	Men	Women	

### 22. Publications brought out by the Centre

S. No.	Title	No. of Copies	Source of Finance

### 23. Success stories / Case studies, if any (give details):

**24. Technology weeks conducted by the KVKs**

S. No.	Name of the Faculty	Duration		Place
		From	To	

**25. Indigenous technologies identified:**

**26. Notable Contributions:**

**By Farmers:**

**By Institute:**

**27. Innovative Extension Methods Tried:**

**28. Linkages with other institutes (Give details of participation in RCYs, Rythu Sadassus, Kisan Melas, T&V Meetings, VAP, Video Conferences etc.)**

S. No.	Name of the Event	Date	Name of the Scientists participated

**29. Impact of DAATTC / KVK (Give details)**

**30. Visitors**

S. No.	Name	Date	Purpose

**31. Other Information**

**i). Awards / Honours (Institution / Staff):**

**ii). Ad-hoc Projects Sanctioned to Staff Members:**

**iii). Details of Articles / Books / Chapters Published**

- a. Give the citation of references strictly as per the guidelines of Journal of Research ANGRAU.
- b. Present the Articles in alphabetic order of authors only
- c. Compile the articles without repetition.)

**iv). Popular Articles**

**v). Seminars / Workshops / Training programmes attended by the Staff**

S. No.	Name of the Faculty	Place	Duration		Purpose	Source of Finance
			From	To		

**vi). Abroad visits if any by the staff**

S. No.	Name of the Faculty	Place	Duration		Purpose	Source of Finance
			From	To		

**vii). Training Programmes / Short courses / Workshops / Seminars / Conferences / Symposia Organized (> 5 days)**

S. No.	Title of the Training programme / Short course / Workshop, etc.	Period		Venue	Organized by	Source of funding	No. of participants
		From	To				

**viii). Radio / TV Programmes participated**

S. No.	Name of the Faculty	Title of the Programme	TV/ Radio	Time and Date



**ix). Guest Lectures delivered by the Faculty**

<b>S. No.</b>	<b>Name of the Faculty</b>	<b>Topic</b>	<b>Date</b>	<b>Venue</b>	<b>Remarks</b>

**32. Visitors**

<b>S. No.</b>	<b>Name and address of the visitor</b>	<b>Date of visit</b>	<b>Purpose of visit</b>

**33. Special / Guest / Memorial Lectures organized**

<b>S. No.</b>	<b>Name of the Expert</b>	<b>Topic</b>	<b>Date</b>

**34. Other Significant Event (s)**

<b>S. No.</b>	<b>Event</b>	<b>Date</b>	<b>Venue</b>	<b>Organized by</b>

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